



Kessingland Parish Council

Terms of Reference for The Youth Culture Fund

Background

Kessingland Parish Council and Kessingland Church of England Primary Academy have partnered to create the Youth Culture Fund, designed to increase children's access to cultural experiences relevant to their curriculum and to bring wider cultural activities into the village. The Parish Council recognises that there are financial barriers that may prevent some children from having these experiences and believe that all children should equally benefit from them.

Purpose of the Fund

The purpose of this fund is to ensure all children can access one curriculum-linked cultural or educational trip or experience per school year.

Funding

Kessingland Parish Council have agreed to allocate £5,500 from their annual budget to the Youth Culture Fund. These funds will be allocated at the start of each finance year, 1st April to 31st March. Any unspent funds will not be carried over to the next financial year. Kessingland Church of England Primary Academy will contribute financially towards this fund via fundraising where possible. The amount the council contributes will be reviewed annually during the councils budget setting procedures.

Eligible Use of Funds

The funds must be used exclusively for children who attend Kessingland Church of England Primary School. The funds may be used towards the cost of transportation, cultural workshops, and enrichment activities, either at locations where the event is taking place or on the school premises.

Reporting

Kessingland Church of England Primary School will be required to notify the Clerk of all proposed expenditure at termly intervals and provide invoices for payment. These will be presented to the KPC Finance and Governance Committee for authorisation.

A meeting with the Parish Council and the school will be scheduled termly to discuss how the fund is being used and any other matters that may arise.

Activities that have been supported by the fund will be reported in both the schools and parish council's newsletters, and social media pages, in compliance with all safe guarding requirements and GDPR policies.

Review

This ToR will be reviewed annually