



ANDOVER TOWN COUNCIL

To receive and consider a Large Grant Fund application from: Kids on Track		Item No.
Produced for: Community and Events Committee	By: Town Clerk	Date of Report: 23 July 2026
Name of applicant organisation:	Kids on Track, registered CIO 1167022	
Amount requested:	Not stated on the application form. Large Grant band is £1,500.01–£3,000; total project cost is £4,929.00.	
Subject of application:	Summer Activity Camp — three-day activity camp for 73 Andover children, 19–21 August 2026	
Beneficiaries:	73 children at the camp; 118 children benefit regularly from the charity	
Previous ATC funding:	£1,000.00 (January 2001, Outreach Programme)	

1. SUMMARY

Kids on Track has applied under the Large Grant Fund (£1,500.01–£3,000) towards its three-day Summer Activity Camp for 73 Andover children on 19–21 August 2026, with a total project cost of £4,929.00. This report assesses the application against the requirements of the Grants Funding Policy (approved Full Council 22.10.25, C219/10/25). The constitution, originally missing, has now been supplied.

Current position against the twelve Large Grant requirements:

- **10 requirements met,**
- **1 largely met,**
- **1 partially met,**

In addition, three matters set out in section 3 require resolution before the application can be properly considered: the grant amount requested is not stated, the level of unrestricted reserves engages a Policy exclusion, and the remuneration position of the Founder requires clarification.

2. COMPLIANCE AGAINST THE LARGE GRANT REQUIREMENTS

No.	Requirement	Status	Evidence received / gap
1	Meets the provisions of s137 Local Government Act 1972 (benefit to the area or residents)	MET	The camp directly benefits Andover children; the applicant confirms beneficiaries are solely Andover based.



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2	Meets the Council's priorities	MET	Free enrichment activities providing targeted support for disadvantaged Andover children and their families.
3	Applicant is a charity, voluntary or not-for-profit organisation	MET	Registered Charitable Incorporated Organisation, charity number 1167022.
4	How the organisation complies with the Equality Act 2010	MET	Equal Opportunity Policy compliance
5	How local people benefit from the grant	MET	73 children will attend the camp; 118 children benefit regularly from the charity; activities are free to attend.
6	Bank account in the organisation's name	MET	Weatherbys account in the name of Kids on Track; account number and sort code on the form match the statements provided.
7	Two signatories, with two unrelated people required to authorise payments (Policy eligibility requirement)	PARTIALLY MET	Two signatories are confirmed, but the applicant expressly states there is no two-signatory signing process. The Policy requires an account on which two unrelated people must authorise payments.
8	Governing document	MET	Signed CIO Foundation constitution (adopted 13 October 2016) supplied following Officer request.
9	Most recent approved accounts	MET	Financial statements for the year ended 31 December 2025, independently examined by Oaktree Accountants on 4 February 2026.
10	Last three months' bank statements	MET	Statements for March, April and May 2026 provided.
11	At least three unrelated members on the management committee or board	MET	The applicant has provided a copy of their Charity Commission record, which confirms that the organisation has at least three current, unrelated trustees. This addresses the previous query regarding the number of trustees named in the constitution.
12	Evidence of estimated costs	LARGELY MET	An itemised cost breakdown is provided in the application. The items total £4,963.35, which does not reconcile with the stated overall cost of £4,929.00, and no third-party quotes are attached.



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3. ADDITIONAL MATTERS FOR THE COMMITTEE

Amount requested not stated. The application does not state the amount of grant sought; the relevant field contains the project name. The Large Grant band is capped at £3,000 and the total project cost is £4,929.00, so the grant can only part-fund the camp. The applicant must confirm the amount requested and how the balance will be funded. The project name field and the second declaration signature are also incomplete.

Reserves. The 2025 accounts show total funds of £342,987 at 31 December 2025, of which £332,767 is unrestricted, against total annual payments of £150,616 — unrestricted reserves equivalent to over two years' expenditure. The Policy excludes organisations holding unearmarked or general reserves greater than one year's running costs. The applicant should be asked to explain its reserves position, including any designated funds and its reserves policy, before eligibility can be confirmed.

Trustee remuneration. The application is signed by the Founder, who is named in the constitution as a first trustee with no limit of term. The bank statements show regular monthly salary payments referenced to the Founder. Clause 6 of the constitution prohibits a charity trustee from being employed by or receiving remuneration from the CIO without Charity Commission consent. Clarification is required as to whether the Founder currently serves as a trustee and, if so, the authority under which any remuneration is paid.

Timing. The camp runs 19–21 August 2026 and the Policy provides that grants will not be considered retrospectively. Any request for further information, and any decision, must therefore be concluded before the event takes place.

4. OUTSTANDING INFORMATION REQUIRED FROM THE APPLICANT

- The grant amount requested (maximum £3,000) and confirmation of how the balance of the project cost will be funded.
- Confirmation that two unrelated signatories are required to authorise payments from the account, or an explanation of the controls in place.
- An explanation of the reserves position, including any designated funds and the reserves policy.
- Clarification of the Founder's trustee status and the authority for any remuneration.
- A fully completed application form and a reconciled cost breakdown.

5. OPTIONS

Option A — Defer. Defer the application and request the outstanding information at section 4, for consideration at the earliest opportunity. Given the event date, the applicant would need to respond quickly.



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Option B — Conditional approval. If minded to support, approve a grant of a the stated amount conditional on all items at section 4 being received and verified by Officers to the Council's satisfaction before any payment is made, and before the event date.

Option C — Refuse. Refuse the application as non-compliant with the Policy as submitted; the applicant may reapply.

6. RECOMMENDATION

That the Committee adopts Option A and defers the application pending receipt of the outstanding information at section 4, noting that the reserves position and the amount requested go to eligibility and cannot be resolved by conditions alone. Should the Committee nonetheless be minded to support the application, Option B preserves the project timetable while protecting public funds.