

From: RONALD SPURS
Sent: 12 March 2021 18:18
To: Sharon Groth <sharon.groth@witney-tc.gov.uk>;
Subject: Carnival grant application to Witney Town Council

Sharon,

The Committee will not book anything or order goods until it is clear that the Carnival can go ahead. Any booking for goods to be supplied will be **provisional** until there is certainty around events such as this. We will include a cancellation clause to that effect in any order.

The VaT can be reclaimed by the Council for goods ordered, as you know the £4k is for specific items necessary for the event to go ahead from commercial companies who are VaT registered. The Council can order the goods on behalf of the Carnival and reclaim the VaT. (I do this at Carterton). However, it needs to be on the basis outlined in para 1. We can order and ask them to invoice the TC for whatever items the Committee agree to support.

Rotary is not VaT registered, as it is a charity. Also, Rotary is just one part of the Carnival Committee.

There is no financial risk to the Council relating to Covid restrictions stopping the event because goods won't be ordered until there is certainty that it can go ahead, (as explained in the report). We will ensure that there is a get out clause in every pre order.

In relation to payment we pay just before the event or we are invoiced post the event.

Hope this helps.

Ron