



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name:

Congleton Heritage & Antiques Festival

Address:



2. Grant Information

Grant Reference Number:

Total project cost:

£1,511

Receipts Attached? Yes No

Receipt Amount:

£

Please list receipts below:

Large Banners £279.60

Large Banners board hire £ 50.00

Room Hire £ 43.50

Room Hire £104.40

Total £477.50

3. Project Information

When did the project commence?

Sept 10th

Festival ran until Sept 25th 2022

Did you make a profit from the project? Yes No

If yes, how will this be used?

Please explain how the grant money was used:

The grant money was used for room hire and for the large town banners.

Please explain what difference the project has made to your organisation/local people:

The festival was badly effected by the death of Queen Elizabeth the day before our major launch event and family heritage fun day. We still manage to host a town centre tribute concert on the day, and most of our fortnight long festival events went ahead, though numbers were down on expected. Accross the fortnight however several hundred people attended our live events with many more viewing heritage and antiques events which we held on our website and on Youtube. Our website is becoming a knowledge base for local heritage and is viewed throughout the year, long after the festival itself is over.

Our many 2020 festival events can also still be viewed on the same website and will be maintained there for future viewing.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes No

Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed). Yes No

Was the grant funding from Congleton Town Council acknowledged in any way? Yes No

Please state how (i.e. on your website, event programme, tickets, etc)

On web site www.congletonheritagefestival.com

We used the Town Council logo on our promotional materials, and also on our website crediting supporters.

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

Thank you for your support for what was our third, and most challenging heritage festival. The process was easy to follow.

How did you apply? Online Email Post

Do you feel that you understood the process? Yes No

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form	X			
Relevance of guidelines	X			
Length of the process from submitting an application to receiving notification	X			
Advice given from the Town Council Grants Team (if applicable)	X			