

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy Committee		
MEETING DATE AND TIME	7.00pm 5 th October 2023	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael – Responsible Financial Officer (RFO)		
AGENDA ITEM REPORT TITLE	8 New Applications for Financial Assistance Cover Report		
Background	The current available balance for Permitted Financial Assistance applications is £10,683. The total for applications presented for permitted grants is £10,638. Including this meeting, there are 4 remaining Finance and Policy meetings during the 2023-2024 Financial year.		
Updates	The new Grants Policy Criteria was approved by Council on 5 th August 2023, a copy can be found here: CONGLETON TOWN COUNCIL-DRAFT GRANTS & FUNDING POLICY (congleton-tc.gov.uk)		
Details	<p><u>8.1 Aura CIO</u> They have applied for a grant of £250 which is to go towards a total project cost of £900.92 to provide a six week course for Drama Therapy and Mental Wellbeing. They run classes in Congleton. Information on the Charity can be found at: https://auracio.org.uk/. They have no previous grant awards. According to the form, the group have other fundraising totals of £500.</p> <p><u>8.2 The Old Saw Mill</u> They have applied for a grant of £250 towards a project cost of £2,500, the project is to insulate the Café area. They received a grant of £750 in January 2023. According to the form they have other fundraising totals of £1,000.</p> <p><u>8.3 Friends for Leisure</u> They have applied for a grant of £1,000 towards a project cost of £3,200, the project is to support the CYG and 15 UP group activities. Information of the group can be found here: friendsforleisure.org.uk and accounts can be found on line here: Friends For Leisure. According to the form they have other fundraising totals of £1,920, plus £300 pending.</p> <p><u>8.4 Beartown Patchwork & Quilters</u> They have applied for a grant of £500 towards a project cost of £2,016, the project is the 2024 Ruby Exhibition. According to the form they have no other fundraising totals but do have a cash contingency.</p> <p>Details correct at the time of Agenda publish date, verbal updates on applications will also be provided by the RFO where needed.</p>		
Decision Requested	To discuss and approve Financial Assistance applications.		

Congleton Town Council
Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR09-2324
---	-----------

1.1	Applicant(s):	Sam Boden - Volunteer
1.2	Representing:	Aura CIO (charity no 1196271)
1.3	Email Address:	auracio21@gmail.com
1.4	Tel No.	██████████
1.5	Project Title:	Aura - Drama Therapy Group to support Mental Wellbeing
1.6	Project Objectives:	To support people's mental wellbeing - particularly residents of Congleton. The objectives will be to provide a free-of-charge, safe space for people to express their emotions and speak to a counsellor for support, helping to improve mental wellbeing. The groups will also help with promoting the arts, boosting people's confidence and social skills, reducing loneliness, and provide support for people of any background.
1.7	Brief Project Description:	The grant would enable Aura to put on our first free 6-week long drama therapy group in Congleton, which we would hope to replicate throughout the year. These groups will use drama and the arts to help people express their emotions through acting and improvisation – as well as boosting mental wellbeing, it also gives people the opportunity to explore their creativity, develop new skills, and build social friendships. The courses will be structured across a six week period, offered free of charge and held in Congleton. The first group will be open to adults initially, with no other restrictions on entry. (Children's sessions will be reviewed for future courses).
1.8	Details accounts/budgets	We are a newly registered charity and don't have audited accounts currently. We have recently received a grant from the National Lottery for digital equipment, creation of a website, and training.

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£900.92 for one 6 week long course
2.2	Total contribution sought:	£250
2.3	What will the money be spent on?	Drama props and resources (including costumes, masks, literature, and character props), room hire, refreshments, advertising of the sessions.
2.4	Any ongoing costs:	We hope to host more than one six week course, which would incur additional room hire fees. However, the props and drama resources will be able to be reused in future sessions without incurring any additional costs.

2.5	Details of confirmed match funding include source Cash: In kind:	Confirmed additional funding: £500 from a local business (Click Dealer Ltd) Volunteer resources: trained counsellor, drama therapy co-ordinator, volunteers to administer and advertise the sessions. We have confirmed commitment from the volunteers.
2.6	Resources needed:	Volunteer's time has been committed. Once we have funding in place to cover the costs - we will secure room hire, purchase props to use in the drama groups, and begin advertising.
2.7	Estimated timescale of project from start to finish:	Project will run over 6 weeks - but we estimate it will take 8-12 weeks from funding being secured to completion of the first course (as well as follow up activities).

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	The benefits to residents in Congleton will be access to free drama therapy group sessions to work through emotions to improve their mental wellbeing, build social skills, explore their creativity, and help combat loneliness. Engaging in the arts has long been shown to have many benefits for one's sense of well-being – Arts Council England's review has successfully shown that: 'from a 37% reduction in GP visits to a 68% improvement in mental health symptoms, the research says art on prescription works' (http://www.artscouncil.org.uk/arts-culture-and-wellbeing) We have a waiting list of over 35 people , including those who have been referred to us by GPs/ health service providers in Congleton who are waiting to access mental health support. This project will benefit the residents through free access to these services. It will also help promote the arts as a form of wellbeing in the local area.
3.2	Are there similar services/projects provided in the area	We are not aware of another free of charge drama therapy group in the local area. Aura was started due to a lack of free mental health support particularly for the families and friends of people going through a traumatic life experience. The referrals from local providers to Aura is due to a lack of other free and accessible support in the area - so we know there is a need for this service. The drama therapy groups will mean we can help more people, particularly those who would benefit from support in a group setting, where there will also be access to a trained counsellor for additional support.

Part 4: Evaluation

4.1	How will the project be evaluated and who will carry out the evaluation?	The project evaluation will be carried out by Aura's volunteers. We will evaluate the project through feedback from the attendees on the impact the drama therapy groups have had on their mental wellbeing. We will use this to confirm the project met the objectives and delivered benefits to the local people who attended.
4.2	Describe how you will promote the Town Council in your project.	The Town Council will be promoted on our social media and website (once live). We're also happy to submit press releases to the local media including mention of the support from the Town Council.
4.3	Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/we have read the policy: YES

Signature: 

Date: 18/06/2023



Please read the Grant Criteria document before you start your application process.

<u>1: CONTACT DETAILS</u>	
Name of Organisation:	The Old Saw Mill Community Benefit Society Limited
Address of Organisation:	Unit 1 Back River Street Congleton
Name of Applicant:	Edward Banbridge
Position:	Volunteer
Telephone Number:	██████████
Email address:	██████████
Website:	https://www.theoldsawmill.org/
Registration Number (If relevant)	8235
<u>2: ABOUT YOUR ORGANISATION</u>	
What type of organisation are you?	Community Benefit Society
Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words)	
<p>The purpose of the Old Saw Mill is to work for the benefit of the community of Congleton as a volunteer-led organisation which challenges social isolation, supports and enhances community cohesion and works to create a better, fairer and environmentally sustainable town.</p>	

3: COST DETAILS/ RESOURCES/ TIMETABLE									
Project Title:	Insulation of The Old Saw Mill Cafe								
Project Objectives:	Energy conservation and Improved customer comfort								
Brief Project Description:	The Café suffers from virtually no insulation. In the short term we aim to insulate the ceiling, windows and to create an airlock from the outside. This is part of a wider insulation and sustainable energy plan. We have funding for Solar panels and a plan to fully insulate the building using sustainable materials where possible.								
Total Cost of Project	£2,500								
Total contribution sought:	£250 or within the Council's discretion.								
Details of cost breakdown and budgets:	<table border="0"> <tr> <td>Hemp Ceiling insulation</td> <td>£800</td> </tr> <tr> <td>Fireboard for ceiling</td> <td>£200</td> </tr> <tr> <td>Perspex Secondary double glazing Kit</td> <td>£500</td> </tr> <tr> <td>Internal door and fittings</td> <td>£1,000</td> </tr> </table>	Hemp Ceiling insulation	£800	Fireboard for ceiling	£200	Perspex Secondary double glazing Kit	£500	Internal door and fittings	£1,000
Hemp Ceiling insulation	£800								
Fireboard for ceiling	£200								
Perspex Secondary double glazing Kit	£500								
Internal door and fittings	£1,000								
What will the money be spent on?/ Resources needed:	All monies to be spent on materials (as above). Labour will be provided free of charge by volunteers								
Any ongoing costs:	None, future insulation projects to be carried out next year.								
Details of confirmed match funding, include source Cash/Grant: In kind:	£1,000 from private individual.								
Estimated timescale of project from start to finish:	2 weekends of labour. Aim is for completion by end October 2023								
4: POTENTIAL BENEFITS/ OUTPUTS									
What are the potential benefits/outputs to residents of Congleton	This will add a warm public space for Congleton residents. The sustainability of the facility will be enhanced. The Old Saw Mill has a multitude of community benefits that will be made more sustainable with a reduction of ongoing costs								
Are there similar services/ projects provided in the area	Yes. There are several broader services provided by the OSM that are not provided elsewhere (e.g Community meal delivery service and Apple juicing products)								
5: EVALUATION									

How will the project be evaluated and who will carry out the evaluation?	Will receive customer feedback on improved café comfort. We monitor our energy use via metering/bills. We can provide reporting on these items on request.
Describe how you will promote the Town Council in your project.	The OSM is connected via its customers, website, local media and social media. We will acknowledge supports of this project via these means.
Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/we have read the policy: YES

Declaration

- I am authorised to make this application on behalf of the above organisation.
- I understand and agree that the application and supporting documents will be presented on a public agenda, and that any private information will be redacted.
- I certify that the information contained in this application is correct. If the information in the application changes, I will inform Congleton Town Council as soon as possible.
- I give permission for Congleton Town Council to retain this information electronically. The information in this form will be used for the administration of grant applications.
- I understand that Congleton Town Council will use any personal information I have provided for the purposes described under the Data Protection Statement which can be found [Constitution - Congleton Town Council \(congleton-tc.gov.uk\)](https://congleton-tc.gov.uk)
-

Signed:	Edward Bainbridge	Date:	10/09/2023
----------------	-------------------	--------------	------------

Please return your form and supporting documents to info@congleton-tc.gov.uk or post to RFO, Congleton Town Hall , Congleton Town Council, High Street, Congleton , CW12 1BN



Please read the Grant Criteria document before you start your application process.

<u>Application Reference (Office use only):</u>		GR14/2324
<u>1: CONTACT DETAILS</u>		
Name of Organisation:	Friends for Leisure	
Address of Organisation:	Albert Chambers Canal Street Congleton CW12 4AA	
Name of Applicant:	Claire Addis	
Position:	Fundraising and Marketing Coordinator	
Telephone Number:	01260 275333	
Email address:	[REDACTED]	
Website:	www.friendsforleisure.org.uk	
Registration Number (If relevant)	1068991	
<u>2: ABOUT YOUR ORGANISATION</u>		
What type of organisation are you?	Registered Charity	
Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words)		
<p>Friends for Leisure's aims are to establish, promote and develop mainstream leisure and friendship opportunities for children and young people aged 5-21 with any chronic/life-long disability or health condition across Cheshire East. For 28 years we have delivered varied, interesting and accessible activities to these vulnerable individuals:</p> <ul style="list-style-type: none">- 5 fortnightly youth groups in Crewe, Congleton and Macclesfield, supporting disabled young people to mix with peers in a safe, familiar environment. All delivered in community locations so participants feel part of their neighbourhood. Activities range from rock climbing to drumming; meals out to animal encounters; trampolining to arts and crafts- Weekly drama groups and fortnightly ten-pin bowling clubs- Individual buddying/befriending services where a young disabled person is paired with a young volunteer to go out and take part in activities that interest them e.g. cinema, sports clubs, grabbing a coffee etc.		

- Daytime holiday activity programmes
- Family support work
- PALS (Personal and Learning Skills) programme offering longer sessions once a month focusing on skills development for transition to adulthood whilst offering respite to parents/carers

Around 80 young volunteers support our work and build genuine friendships with children through our nationally recognised volunteering programme.

3: COST DETAILS/ RESOURCES/ TIMETABLE

Project Title:	CYG and Congleton 15 Up youth group activities
Project Objectives:	<p>Our project will reduce the loneliness and isolation that so many local disabled children and young people in Congleton continue to experience as a result of their disability. We will make them feel more involved by bringing them together at fortnightly youth groups and taking part in a wide range of leisure activities. This encourages them to believe in their abilities, build confidence, become more independent and enjoy improved mental health and overall wellbeing. Young volunteers (mostly aged 15-18) support them at these activities and build friendships with our children as well as build skills themselves that better prepare them for adulthood. Parents and carers additionally benefit from much needed respite from their caring roles, boosting their mental and physical health.</p> <p>At least 50 disabled children and young people from the Congleton area will benefit positively from the project, as well as the same number of parents/carers. We will also work with at least 8 young volunteers.</p>
Brief Project Description:	<p>We will bring disabled children and young people in Congleton together in our local community, with the support of young volunteers, to enjoy friendship and improved wellbeing at our two local youth groups, CYG and Congleton 15 Up. We want to ensure we provide a wide variety of activities in 2024 so funding will enable us to deliver a programme that incorporates something for everyone, using a range of Congleton-based leisure providers/businesses. We want to provide these free-of-charge at the point of access to help our families who are struggling with the current cost-of-living crisis and who will</p>

	often think that leisure activities are a luxury and therefore will look to make savings in this area, yet we know how important it is that their children continue to meet up with friends, relax and learn new skills.
Total Cost of Project	£3,200
Total contribution sought:	£1,000
Details of cost breakdown and budgets:	<p>16 Congleton 15 Up and 16 CYG youth group sessions (1.5 hours each) operating fortnightly during term time = 32 youth group sessions in total.</p> <p>Average cost per session to deliver an activity (this may be arts and crafts materials for the group; a yoga teacher coming in to deliver a yoga class; a personal trainer doing a keep fit session; a drama practitioner delivering a drama class; food and drink for a film night; DJ for a Christmas party etc.) = £100. (activities costs have continually increased considerably over the past 18 months)</p> <p>£100 x 32 sessions = £3,200</p>
What will the money be spent on?/ Resources needed:	As mentioned in above section costs can vary per session, but on average it costs £100 per session to hold a particular activity/event/themed night. It will be different each time and depends on the cost of materials/food/external provider costs. Your support would mean we could deliver 10 of our 32 sessions solely with your funding.
Any ongoing costs:	We have additional costs relating to salaries/sessional costs/overheads but we are not applying for these as they are ongoing costs and not eligible to request under this fund.
Details of confirmed match funding, include source Cash/Grant: In kind:	<p>Cash/grant: Cheshire East Council - £1,920 CONFIRMED</p> <p>PENDING - £300 Lee and Bakirgian Family Charitable Trust (have received donations year-on-year so high chance of success in 2024).</p> <p>In kind: the support time given to us by our volunteers</p>
Estimated timescale of project from start to finish:	2 nd January 2024 for one year
<u>4: POTENTIAL BENEFITS/ OUTPUTS</u>	
What are the potential benefits/outputs to residents of Congleton	<p>For local disabled children and young people:</p> <ul style="list-style-type: none"> - Being offered a wider range of activities at Congleton youth groups that exposes disabled children to exciting experiences, sometimes challenging, other times relaxing and supportive - Raised aspirations – focus on their abilities, not their disabilities, and realise they can strive for whatever they want in life - A strong network of friends

	<ul style="list-style-type: none"> - Reduced isolation and loneliness - Increased levels of confidence and self-esteem - Increased levels of independence - Development of essential life and social skills - Dedicated time to relax and have fun in safe, inclusive, accessible environments - Increased participation in the local Congleton community <p>For parents/carers:</p> <ul style="list-style-type: none"> - Increased respite time to have a break from caring and enjoy their own leisure time in Congleton - Increased confidence in their child's abilities <p>Young volunteers:</p> <ul style="list-style-type: none"> - Increased skills - Increased awareness and understanding of disability issues - More active citizens who care more about their local Congleton community
<p>Are there similar services/ projects provided in the area</p>	<p>The other local charities offering support to disabled people generally continue to be groups like Ruby's Fund, Everybody Sport & Recreation, Space4Autism and Cheshire Buddies. We also have great youth organisations like Cre8 and Visyon. We work in partnership with these charities wherever possible to ensure we complement each others services. We are unique in that we use so many volunteers as well as promote strong integration into the Congleton community. We also ensure all our activities are designed in conjunction with our disabled young people. Most of our staff and Trustees are also Congleton residents.</p>
<p><u>5: EVALUATION</u></p>	
<p>How will the project be evaluated and who will carry out the evaluation?</p>	<p>We continue to use our tried-and-tested methods of evaluation, which are undertaken predominantly by our Project Worker Central for the Congleton area. For every child who accesses FFL services, a comprehensive review is undertaken initially to establish a baseline from which outcomes achieved are measured against during regular distance travelled reviews. We use our Outcomes Quiz to help us with this. The data is then stored in our secure, bespoke charity database. Children, parents/carers and volunteers are also asked for regular feedback through informal chats, online surveys, emails and 'Club Captain' consultations (young person reps who chat with their peers and feed back to us).</p> <p>Every activity session is also evaluated by our Project Worker. A full end of year evaluation will be put together at the end of 2024 to review the overall impact of our youth groups. This will be written by the Charity Manager, Activity Coordinator and Project Worker Central.</p>
<p>Describe how you will promote the Town Council in your project.</p>	<p>We will be very grateful for your support so will ensure that we promote the Town Council's involvement as much as possible. We will announce our grant immediately on social media as well as our website, newsletter and send a press release to the Congleton</p>

	<p>Chronicle. We will ask for a photo opportunity if that is desired. We will display your logo on all of our youth group activity flyers. We will also encourage other Congleton-based groups to apply for a grant should we feel it would be beneficial to their local work.</p> <p>If you have any other promotional activity requirements please do let us know and we will make sure we undertake them.</p>
<p>Please acknowledge you have read our Grant Application Criteria</p>	<p>Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk)</p> <p>I have read the policy: YES</p>

Declaration

- I am authorised to make this application on behalf of the above organisation.
- I understand and agree that the application and supporting documents will be presented on a public agenda, and that any private information will be redacted.
- I certify that the information contained in this application is correct. If the information in the application changes, I will inform Congleton Town Council as soon as possible.
- I give permission for Congleton Town Council to retain this information electronically. The information in this form will be used for the administration of grant applications.
- I understand that Congleton Town Council will use any personal information I have provided for the purposes described under the Data Protection Statement which can be found [Constitution - Congleton Town Council \(congleton-tc.gov.uk\)](http://congleton-tc.gov.uk)
-

<p>Signed:</p>	<p>REDACTED</p>	<p>Date:</p>	<p>19th September 2023</p>
-----------------------	-----------------	---------------------	---------------------------------------

Please return your form and supporting documents to info@congleton-tc.gov.uk or post to RFO, Congleton Town Hall , Congleton Town Council, . High Street, Congleton , CW12 1BN



Please read the Grant Criteria document before you start your application process.

<u>1: CONTACT DETAILS</u>		GR15/2324
Name of Organisation:	Beartown Patchwork & Quilters	
Address of Organisation:	Wellspring Church 100 Canal Road Congleton CW12 3AP	
Name of Applicant:	Donna Hanmer	
Position:	Ruby Exhibition Co-ordinator	
Telephone Number:	[REDACTED]	
Email address:	[REDACTED]	
Website:	www.beartownpandq.co.uk	
Registration Number (If relevant)		
<u>2: ABOUT YOUR ORGANISATION</u>		
What type of organisation are you?	Community of Patchwork and Quilters	
Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words)		
<p>Beartown Patchwork & Quilters started 39 years ago with a group of ladies meeting in their own homes and is now a large vibrant group meeting twice a month in Congleton, Cheshire. We welcome members from surrounding areas who have an interest in Patchwork and Quilting. Our regular activities include speakers, challenges, social sewing evenings and 'makes'. If you are struggling with a technique or new skill there is always someone who can help and we have a library of books and equipment that we loan out. This group is suitable for those who enjoy traditional, modern, contemporary or art quilts. The 'Show and Tell' at the beginning of each meeting shows the depth and breadth of skills, techniques and diversity of our members.</p> <p>The group also create quilts for donation various charities such as: Quilt for Care Leaves (Q4CL), Linus quilts. This exhibition will be supporting Ruby's Fund through raffling quilts made by group members.</p>		

3: COST DETAILS/ RESOURCES/ TIMETABLE																																											
Project Title:	2024 Ruby Exhibition of Beartown Patchwork & Quilters																																										
Project Objectives:	The exhibition will: 1) celebrate the skills and expertise of members of the Beartown Patchwork and Quilters 2) Inform visitors of this heritage art/craft of patchwork and quilting in all its forms																																										
Brief Project Description:	Beartown Patchwork and Quilters group was established 40 years ago and now has a thriving membership of over 50 people. We want to take this opportunity to engage the general public in patchwork and quilting by showing work of various styles and techniques and its place in our heritage. Through this we also hope to attract more people into this craft by showing the diversity and informing interested parties of the learning opportunities.																																										
Total Cost of Project	£2,016																																										
Total contribution sought:	£500																																										
Details of cost breakdown and budgets:	<table border="1"> <thead> <tr> <th>Item</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Town hall hire - Deposit 50% at £240.00</td> <td>£480.00</td> </tr> <tr> <td>Quilt stand hire</td> <td>£81.00</td> </tr> <tr> <td>Travel for collection and return of quilt stands</td> <td>£99.00</td> </tr> <tr> <td>Advertising: Congleton chronicle</td> <td>£139.70</td> </tr> <tr> <td>Printing (fliers, posters, raffle tickets)</td> <td>£330.00</td> </tr> <tr> <td>Gambling Licence (for Raffle)</td> <td>£40.00</td> </tr> <tr> <td>Sundries</td> <td>£50.00</td> </tr> <tr> <td>Commemorative enamel badges for ruby year</td> <td>£100.00</td> </tr> <tr> <td>Founding member gifts</td> <td>£100.00</td> </tr> <tr> <td>Insurance through Quilter's Guild</td> <td>£80.00</td> </tr> <tr> <td>Administration</td> <td>£50.00</td> </tr> <tr> <td>Ruby challenge quilt</td> <td>£100.00</td> </tr> <tr> <td>Raffle lap quilt wadding</td> <td>£15.00</td> </tr> <tr> <td>Group quilt 2023:</td> <td></td> </tr> <tr> <td>Long arm quilting fee</td> <td>£110.00</td> </tr> <tr> <td>Wadding</td> <td>£28.00</td> </tr> <tr> <td>Fabric</td> <td>£126.08</td> </tr> <tr> <td>Festival of quilt submission of group quilt</td> <td>£38.00</td> </tr> <tr> <td>Festival of quilt postage of group quilt</td> <td>£50.00</td> </tr> <tr> <td>Total</td> <td>£2,016.78</td> </tr> </tbody> </table>	Item	Cost	Town hall hire - Deposit 50% at £240.00	£480.00	Quilt stand hire	£81.00	Travel for collection and return of quilt stands	£99.00	Advertising: Congleton chronicle	£139.70	Printing (fliers, posters, raffle tickets)	£330.00	Gambling Licence (for Raffle)	£40.00	Sundries	£50.00	Commemorative enamel badges for ruby year	£100.00	Founding member gifts	£100.00	Insurance through Quilter's Guild	£80.00	Administration	£50.00	Ruby challenge quilt	£100.00	Raffle lap quilt wadding	£15.00	Group quilt 2023:		Long arm quilting fee	£110.00	Wadding	£28.00	Fabric	£126.08	Festival of quilt submission of group quilt	£38.00	Festival of quilt postage of group quilt	£50.00	Total	£2,016.78
Item	Cost																																										
Town hall hire - Deposit 50% at £240.00	£480.00																																										
Quilt stand hire	£81.00																																										
Travel for collection and return of quilt stands	£99.00																																										
Advertising: Congleton chronicle	£139.70																																										
Printing (fliers, posters, raffle tickets)	£330.00																																										
Gambling Licence (for Raffle)	£40.00																																										
Sundries	£50.00																																										
Commemorative enamel badges for ruby year	£100.00																																										
Founding member gifts	£100.00																																										
Insurance through Quilter's Guild	£80.00																																										
Administration	£50.00																																										
Ruby challenge quilt	£100.00																																										
Raffle lap quilt wadding	£15.00																																										
Group quilt 2023:																																											
Long arm quilting fee	£110.00																																										
Wadding	£28.00																																										
Fabric	£126.08																																										
Festival of quilt submission of group quilt	£38.00																																										
Festival of quilt postage of group quilt	£50.00																																										
Total	£2,016.78																																										

What will the money be spent on?/ Resources needed:	Printing Quilt Stand Hire Advertising
Any ongoing costs:	N/A
Details of confirmed match funding, include source Cash/Grant: In kind:	Cash: We have a contingency fund from membership fees to cover some of the costs of the exhibition. In kind: Committee members are all volunteers. Members are volunteering to work at the exhibition. Local photographers are supporting advertising and recording the event.
Estimated timescale of project from start to finish:	Planning started in September 2022 and will complete in July 2024
<u>4: POTENTIAL BENEFITS/ OUTPUTS</u>	
What are the potential benefits/outputs to residents of Congleton	Patchwork and quilting seen as a potential leisure opportunity. Opportunity for visitors to find out more about this art/craft by talking to 'Quilting Angels' on duty at the exhibition, as well as creators of the exhibits. Greater understanding of the diversity of patchwork and quilting and its role in our heritage New members welcome and visitors can find out more about the learning opportunities.
Are there similar services/ projects provided in the area	Other patchwork and quilter groups can be found in other areas local to Congleton, but these are generally smaller. We can signpost visitors to their local groups.
<u>5: EVALUATION</u>	
How will the project be evaluated and who will carry out the evaluation?	Numbers of visitor and visitor feedback. Post exhibition members meeting to discuss what worked and what we could do better next time. The exhibition committee will gather the evidence and report back.
Describe how you will promote the Town Council in your project.	Congleton Town Council will be listed as sponsors on all our advertising, catalogues, other literature and on our website (www.beartownpandq.co.uk)
Please acknowledge you have read our Grant Application Criteria	Please see the Policy on our Grants page on our website: Grants - Congleton Town Council (congleton-tc.gov.uk) I/we have read the policy: YES / NO

Declaration

- I am authorised to make this application on behalf of the above organisation.
- I understand and agree that the application and supporting documents will be presented on a public agenda, and that any private information will be redacted.
- I certify that the information contained in this application is correct. If the information in the application changes, I will inform Congleton Town Council as soon as possible.

- I give permission for Congleton Town Council to retain this information electronically. The information in this form will be used for the administration of grant applications.
- I understand that Congleton Town Council will use any personal information I have provided for the purposes described under the Data Protection Statement which can be found [Congleton Town Council \(congleton-tc.gov.uk\)](http://Congleton Town Council (congleton-tc.gov.uk))
-

Signed:	D.Hanmer	Date:	19/09/2023
----------------	----------	--------------	------------

Please return your form and supporting documents to info@congleton-tc.gov.uk or post to RFO, Congleton Town Hall , Congleton Town Council,. High Street, Congleton , CW12 1BN