



Town Council Grant

Activities Monitoring Form

1. Contact Details	
Organisation name:	Vale Allotments Association
Address:	<div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 80%; margin-top: 5px;"></div> <div style="background-color: black; height: 15px; width: 60%; margin-top: 5px;"></div>

2. Grant Information			
Grant Reference Number:	<i>Not provided by CTC</i>		
Total project cost:	<i>Approx £37,000</i>	<i>Comprises £35,966 purchase price plus as yet unknown legal costs associated with purchase</i>	

Receipts Attached? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Receipt Amount:	
Please list receipts below:		
<p><i>The purchase (of the land) has not yet been completed.</i></p> <p><i>To date the only remittance submitted is that to VAA's solicitors with respect to search costs. Attached</i></p>		

Project Information			
When did the project commence?	<i>n/a</i>	<p><i>VAA by 21st November 2023 had raised sufficient funds (approx. £37,000) to purchase the allotment site (the project's objective) and was able to make an offer. On 4th December 2023 the Chair of Congleton Sustainability Group (the current owners of the site) confirmed acceptance of the offer. Solicitors were then instructed by both sides by mid-December. The purchase of the site has yet to be finalised but both parties have instructed their solicitors to proceed as fast as possible, and there is every expectation that the transfer of ownership will proceed soon.</i></p>	
Did you make a profit from the project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

The purchase has not yet been completed, but insofar as VAA has expressly only been raising funds for the purchase of the land (and the associated legal costs), and with the achievement of its target has stopped all fundraising, it will not be making any "profit" or surplus for other activities (from this fund-raising exercise). The land is being purchased subject to restrictive covenants including one requiring it to be used only for allotment purposes, by VAA which is registered charity with a specific object of the provision of allotments.

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

The purchase has not yet been finalised, but the potential benefits/outputs to residents of Congleton remain as they were listed in part 3.1 of the grant application form. There has been no change in these. VAA is very grateful for the critical support it has received from the Town Council.

3. 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)
Once the purchase of the site has been completed, the grant funding provided by Congleton Town Council in November 2023, and that of other bodies, and donations from various individuals, will be acknowledged in a yet to be drafted press release and on the VAA's website which is in the process of being updated. The intention of the VAA, once the purchase has been completed, is to require the ploholders group Vale Allotments and Gardening Association (VAGA) to include a reference to VAA's backers on its Facebook page, and on any publications it produces. It could display the CTC logo if that can be provided. VAGA has already agreed to participate in the 2024 Food and Drink Festival and has entered for the 2024 RHS It's Your Neighbourhood Award, both of which should provide a further opportunity to acknowledge the funding provided – assuming the land purchase has been completed by then.

4. 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?

Due to the lack of a forward meetings calendar online on the CTC website (into the next Municipal year) at the time of the making of an application (for a grant) was being considered by VAA it was not clear when the next meeting of the Committee would be, and thus when an application needed to be made by. It was also not apparent from the then Grants & Funding Policy that VAA's request for assistance did not fit with the criteria because purchase of land would be considered to be a core cost, and furthermore that the Finance and Policy Committee could only award grants up to £3,000, with anything over £3,000 having to be considered by Full Council. Whilst the £3,000 figure is referred to within the Constitution of the Council, it might perhaps be helpful to include this information in the Policy itself?

Various queries were raised rather late in the day (2 days before the August Council meeting), it is acknowledged in part prompted by a query by a member of the public that had just been received. However given the length of time the application had been with the Council the lateness was difficult to understand. The queries were however able to be responded to. Officers helped VAA present its case and Members were supportive of the application and this is much appreciated.

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		