



Town Council Grant

Activities Monitoring Form

1. Contact Details

Organisation name:	Congleton Building Preservation Trust		
Address:	[REDACTED]		

2. Grant Information

Grant Reference Number:	GR01:2324		
Total project cost:	£750		

Receipts Attached? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Receipt Amount:	£150	
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Please list receipts below:

Laura Weir Graphic Design Invoice 2401 15/01/24 £150

3. Project Information

When did the project commence?	June 2023		
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Did you make a profit from the project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

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

The provision of a good quality information sign at the entrance to our site enhances the visitors' experience.
It provides a background to the project, a map for guidance and information on all aspects of the garden.

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)

The CTC logo on the sign acknowledges the council's support (see attached artwork)

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?

Easy to apply for the grant and helpful support from CTC

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		<input checked="" type="checkbox"/>		
Relevance of guidelines	<input checked="" type="checkbox"/>			
Length of the process from submitting an application to receiving notification	<input checked="" type="checkbox"/>			
Advice given from the Town Council Grants Team (if applicable)	<input checked="" type="checkbox"/>			