

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	14th November 2024 7.00 pm	LOCATION	Congleton Town Hall
REPORT FROM	Serena Van Schepdael- Finance Manager/RFO		
AGENDA ITEM REPORT TITLE	11 Grants Applications Cover Report		
Background	The new Grants Policy Criteria can be found here: CONGLETON TOWN COUNCIL-DRAFT GRANTS & FUNDING POLICY (congleton-tc.gov.uk)		
Update	<p>The current available balance for Permitted Financial Assistance applications is £8,124, including this meeting. There are three meetings left this year. The total of applications presented at this meeting is £625.</p> <p>Going forward for any grant paid during this financial year and going forward, after a discussion at a previous meeting, the RFO will be requesting evidence from all Grant Awardees of how the Town Council were acknowledged in their project.</p> <p>Our Grants scheme has been advertised in the October edition of Bear Necessities.</p>		
Details	<p><u>11.1- Congleton Ranger</u> A ranger has applied under the Individual Grants section of the grant scheme, and has applied for £150 towards the Cheshire Border Trip 2025.</p> <p><u>11.2- Congleton Harriers</u> They have applied for a grant of £475 towards medical cover at their annual Cloud 9 Race. They have been support for their races in the past and are up to date will all feedback forms.</p>		
Decision Request	To discuss and approve grant awards.		



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

Application Reference (Office use only): GR11/2425

1: CONTACT DETAILS

Name of Organisation:

Switzerland Cheshire Border Trip 2025

Address of Organisation:

[Redacted]
Cheshire
Congleton

Name of Applicant:

[Redacted]

Position:

Participant/Ranger

Telephone Number:

07218 [Redacted]

Email address:

[Redacted]

Website:

Registration Number (If relevant)

2: ABOUT YOUR ORGANISATION

What type of organisation are you?

Trip Organisation.

Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words)

I will be attending a group rangers trip to Switzerland in 2025, I have been selected for this. I will be attending 1 of the 5 guiding centres in the world. I am working, volunteering and fundraising for all £1500 of the costs.

3: COST DETAILS/ RESOURCES/ TIMETABLE	
Project Title:	Switzerland Trip 2025
Project Objectives:	visit 'our chalet'
Brief Project Description:	I will be visiting our chalet, which is one of only 5 gillguiding centres in the world, along with various other activities.
Total Cost of Project	£1500
Total contribution sought:	£150
Details of cost breakdown and budgets:	unknown, TBC
What will the money be spent on?/ Resources needed:	plane tickets accommodation food
Any ongoing costs:	1
Details of confirmed match funding, include source Cash/Grant: In kind:	
Estimated timescale of project from start to finish:	9 th August - 16 th August 2025
4: POTENTIAL BENEFITS/ OUTPUTS	
What are the potential benefits/outputs to residents of Congleton	I will be fundraising in Congleton town centre.
Are there similar services/ projects provided in the area	these trips occur once every two years.
5: EVALUATION	
How will the project be evaluated and who will	

carry out the evaluation?	
Describe how you will promote the Town Council in your project.	I will be fundraising in the town centre and will do a presentation, as well as publicity thanking Congleton Town Council.
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) <input checked="" type="checkbox"/> I/we have read the policy: YES/NO
Will you be attending the meeting to support your application	Date will be provided by the RFO <input checked="" type="checkbox"/> 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 [Constitution - Congleton Town Council \(congleton-tc.gov.uk\)](http://congleton-tc.gov.uk)
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Signed: 	Date: 10.10.2024
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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.

Application Reference (Office use only): GR12/2425	
<u>1: CONTACT DETAILS</u>	
Name of Organisation:	Congleton Harriers Running Club
Address of Organisation:	c/o Congleton Leisure Centre, Worrall St. Congleton.
Name of Applicant:	Philip Dawson
Position:	Race committee member
Telephone Number:	██████████
Email address:	████████████████████
Website:	www.congleton-harriers.co.uk
Registration Number (If relevant)	
<u>2: ABOUT YOUR ORGANISATION</u>	
What type of organisation are you?	Local Athletic Club
Please tell us about your organisation, its aims and the work you undertake. (in less than 200 words) The club aims to promote running and health to the people of Congleton and the surrounding area and welcomes runners of all ages, abilities, and experience. We have training nights 3 nights a week and also have a weekly Sunday off road run, plus regular social events. We organise three races every year The Cloud 9 Hill race, the Passing Clouds race, and the Congleton Half Marathon now in all the proceeds of which go to local charities or worthy projects. All these races are run entirely by volunteers from the club. To recognise achievements and encourage participation of our members we award prizes in all age categories both Male and Female. To use surplus funds to support local charities and not for profit groups	

3: COST DETAILS/ RESOURCES/ TIMETABLE	
Project Title:	The 37 th Annual Cloud 9 Hill Race
Project Objectives:	To encourage inexperienced and experienced runners of all ages, genders, and ability to enjoy off road running in a safe environment.
Brief Project Description:	The unique and charismatic 'Cloud 9 Hill Race' is a very popular annual event attracting 350 plus runners every year and ranks highly on the Fell Runners Association calendar. It is one of the largest Fell races in the country taking in Bosley Cloud and the ancient Bridestones along the 9 mile route which starts and finishes in Congleton. Now in its 36th year and more popular than ever we expect another large turnout. Each year an amount is donated to local charities, and for some years now the club has provided volunteers to the National Trust two days a year to help maintain the Cloud over which the race is run
Total Cost of Project	£1937
Total contribution sought:	£475
Details of cost breakdown and budgets:	See draft budget. We expect that all costs will rise this year.
What will the money be spent on?/ Resources needed:	To acquire the services of on the day Medical support as required by England Athletics legislation.
Any ongoing costs:	Storage of signage equipment and stock items approx. £100 year. Most of the main costs will be repeated each year, except for signage which will need to be replaced every 3-4 years.
Details of confirmed match funding, include source Cash/Grant: In kind:	None at present
Estimated timescale of project from start to finish:	Race, one day obviously. But approximately 4 months in total. 3 months planning and 1 month close off.
4: POTENTIAL BENEFITS/ OUTPUTS	
What are the potential benefits/outputs to residents of Congleton	Promotes Congleton as a place to live and set up business to a wider audience. Promotes running as a means to stay fit and healthy for all ages and abilities. Introduces local running clubs to the community and encourages membership. Promotes community participation in the organisation of events Provides support to local charities Promotes local businesses who get involved in the event.

Are there similar services/ projects provided in the area	No other local events on the same day as far as we are aware and certainly nothing as unique or charismatic as the 'Cloud 9'.
5: EVALUATION	
How will the project be evaluated and who will carry out the evaluation?	A full profit and loss account will be prepared A formal post race review meeting will be held A press report will be written From direct emails and feedback that appears on the Fell Runners Association and Runners' World forums, and via various other publications.
Describe how you will promote the Town Council in your project.	The Council will be included in all race promotion and by acknowledgement of their support during prize giving.
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

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Signed:	P B Dawson	Date:	25 th October 2024
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	A	B	C	D	E
1	Cloud Nine 2025	Budget	Elements	Items etc	Notes.
2					
3	Receipts				
4					
5	Race Entries	4550.00		Race Entries (350 @ £14.00/ £13)	at £13 assume sell out
6					
7					
8	Sponsorship	450.00	450.00	Council Sponsorship	Phil Hopeful
9					
10					
11	Catering Receipts	200.00			Est
12		5200.00			
13					
14	Expenditure				
15	FRA Registration RD	16.00	16.00		Actual
16					
17	Prizes	651.00	170.00	Prizes Vouchers - Running bear- face less 15%	Based on £200 worth.
18			250.00	Prizes - Winners - paintings	
19			231.00	Bottles of wine - 33 at £7	
20	Chip timing	500.00	500.00		Est await quote
21	Medical Services	500.00	500.00		Est await quote
22					
23	IT Costs -webpage	18.00	18.00		est
24					
25	East Cheshire Coucil Charge for use of BVW	55.00	55.00		est
26					
27	Leisure centre hire	323.40	323.40		Quote
28					
29	Catering Supplies	50.00	50.00	Cloud 9 Catering Supplies	Est
30					
31	Printing	0.00	0.00	Printing - Timothy A Brown	
32					
33	Sundries	50.00	50.00		misc
34					
35	New Parking signs	50.00	50.00		Est Running imp
36					
37	Photography	100.00	100.00	Bryan Dale photos	
38	Post Race Survey	0.00	0.00	Post-Race Survey - not done since 2021	
39	Total	2313.40			
40					
41	Surplus Generated	2886.60			
42					
43					
44	Donation to National Trust - £1 per Runner	300.00			
45					
46	Addition to Club Funds	2586.60			
47					
48					
49					



Quotation for Services

Date: 23/10/2024

Quotation Ref: GM 156

EVENT

Congleton Harriers (Cloud 9)

Event Date

Sunday 2nd March 2025

Event/Location Times

Biddulph Valley Way CW12 1RG.

11am-2pm (tbc)

Resources Required

First Aiders x4

First Aid Treatment Centre

AED x2

We will aim to arrive and be set up by 10.00am to deal with any pre-event issues and be ready in plenty of time for the start. We will stay until the events completion.

The total cost of the cover is £475.00

We specialize in running events on all surfaces from cross country to road, fell, trail to track. We have several Sports Therapists included in our First Aid team to ensure the best possible advice and treatments are given to any injured athletes.

Please do not hesitate to contact me for further information if required.

Kind Regards,

Scott Dundas