



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr M J Brown

Town Clerk: P B Bennett

Our Reference:

RTC/400/2/Mtg

Date:

1st December 2021

See Distribution

Dear Councillor

Meeting of the General Purposes Committee – 6th December 2021

You are summoned to attend a Meeting of the Redruth Town Council General Purposes Committee which will be held in the Langman Room, Redruth Civic Centre, Alma Place, on Monday 6th December 2021, commencing at 7:00 p.m.

Although the Covid-19 guidelines have now been relaxed, we request that Members do not attend the Council building before 6:50 p.m. Entry to the building will be through the main access doors to the Library and we ask that you continue to wear a face covering, unless exempt, and sanitise hands on entry. At the conclusion of the meeting members are asked to vacate the building promptly through the external door in the Langman Room to Alma Place.

The Agenda and associated documentation is attached for your information.

Yours sincerely

Peter Bennett
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Barnes
Cllr Biscoe
Cllr Mrs Biscoe
Cllr Bishop
Cllr Broad
Cllr Brown
Cllr Collins
Cllr Craze
Cllr Skinner
Cllr Ms Reeve
Cllr I Thomas

Information:

All other Town Councillors
Press & Public

Redruth Town Council
General Purposes Committee Meeting – 6th December 2021
AGENDA

PART I – PUBLIC SESSION

1. To receive apologies for absence.
2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.
3. *To suspend Standing Orders to allow the public to speak.*
4. To allow the public to put questions to the Committee relating to any items on this agenda.
5. *To reinstate Standing Orders.*
6. To confirm the minutes of the meeting of:
 - 6.1 the General Purposes Committee held on 4th October 2021. [Minutes attached]
7. Town Clerks Report. [See Report attached]
8. To receive correspondence. [None at time of publication]
9. Reports from Members/Officers:
 - 9.1 Report from the Engagement Officer on her department's work to date. [See report attached]
 - 9.2 Report on the work of the Community Projects Manager on her work to date and ongoing projects. [See report attached]
 - 9.3 Report on the work of the Library from the Library & Information Service Team Leader. [See report attached]
10. To consider the donations for Christmas Goodwill 2021. [See report attached]
11. Update from Climate Working Group. [Chairman]
12. To consider requests for financial assistance. [See schedule attached]



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Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr M J Brown

Town Clerk: P B Bennett

Minutes Of A Meeting Of The Redruth Town Council General Purposes Committee held at Redruth
Civic Centre, Alma Place, Redruth on Monday 4th October 2021

Present: Cllr Ms D Reeve
Cllr S Barnes
Cllr M Brown
Cllr L Collins
Cllr B Craze
Cllr C Skinner
Cllr I Thomas

Chairman

In attendance: Mr P B Bennett
Ms A Hunt
Ms S White
Ms J Sandiford
Ms C Waterhouse

Town Clerk
Operations & Facilities Officer
Engagement Officer
Community Projects Manager
Library & Information Service Team Leader

PART I – PUBLIC SESSION

1431.1 To receive apologies for absence.

Apologies were received from Cllrs Biscoe (unwell), Mrs Biscoe, Bishop and Broad (other commitments).

1431.2 Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda

None were declared.

1431.3 To confirm the Minutes of the Meeting of the General Purposes Committee held on 2nd August 2021

1431.3.1 RESOLVED by Majority that the Minutes of the General Purposes Committee Meeting held on 2nd August 2021 be accepted as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr Skinner] Cllrs Brown, Collins and Craze abstained as they had not been present at the meeting.

1431.4 Town Clerk's Report

A report had been circulated prior to the meeting. The report was noted.

1431.5 To receive correspondence

Correspondence had been circulated prior to the meeting.

Invitation to Cornwall Community Flood Forum – 5th November 2021

Councillors were asked to use the contact details on the invitation if they wished to attend.

Framework Convention for the Protection of National Minorities

- 1431.5.1 Unanimously RESOLVED to respond setting out those steps which had already been taken in implementing the National Framework and asking for suggestions as to what the Town Council could do in addition to these [Proposed Cllr Barnes; Seconded Cllr Ms Reeve].

1431.6 Reports from Members/Officers

1431.6.1 Report from the Engagement Officer on her department's work to date

A report had been circulated prior to the meeting. Cllr Thomas asked as to the plans for the Queen's Platinum Jubilee and was advised that the Queen's Green Canopy and wildflower planting were being looked at. The Engagement Officer also hoped to encourage and facilitate street parties, for example with the provision of toolkits. A discussion took place in relation to buildings at risk in the Parish. It was suggested that Councillors submit a list of their top five buildings at risk to the Engagement Officer who would then check to see if anything was already being done in relation to these. Cllr Collins expressed concerns that there was a lot going on, but outwardly nothing was happening. Concerns were also expressed that the High Streets Heritage Action Zone only covered the Town Centre and not the wider Parish and could not therefore be wholly leaned on. The report was noted.

- 1431.6.2 Unanimously RESOLVED to grant permission for the removal of the scaffolding and mural banner from the derelict land adjacent to 4 Penryn Street [Proposed Cllr Brown; Seconded Cllr Skinner]

1431.6.3 Report on the work of the Community Projects Manager on her work to date and ongoing projects

A report had been circulated prior to the meeting. It was further reported that the Redruth Record was now out, with printed copies available if Councillors wished to distribute any. Members were asked to advise the Community Projects Manager if they wished to attend the Lowender Peran celebration in Perranporth on 23rd October. The Community Projects Manager stated that Redruth Town Band were unable to attend the Remembrance Parade and that any suggestions of an alternative marching band were welcome, as without a band there would be no parade. The Poppy Parade would also not take place in 2021, as it had proved difficult to get people involved in the current climate. Plans for a low-key Christmas celebration, including window displays, were underway, with an emphasis on everyone feeling safe and secure. The theme for Christmas would be 'Traditional Cornish Christmas Carols', with more information to follow nearer to the time. It was suggested that the theme for Murdoch Day 2022 could be the Jubilee. The report was noted.

1431.6.4 Report on the work of the Library from the Library & Information Service Team Leader

A report had been circulated prior to the meeting. The Library & Information Service Team Leader further reported that IT issues were causing difficulties in delivering services, particularly as Cornwall Council systems and devolved site systems did not talk to each other. She and the Town Clerk had previously looked at how much the Library recouped through overdue charges, compared to the amount of time and work it took to process these, and it had been felt that it would be better to abolish them. A tapering fund lump sum was now being offered to those who agreed to abolish overdue fines. Cllr Barnes queried whether there would still be a time limit for people to borrow books and was advised that they would continue to be lent for three weeks, after which a reminder would be issued. There were currently no guidelines for how overdue books would be recovered, but it was reported that the team was very good at interrogating the data, chasing and coming up with a plan. Planning was also underway for half-term, with three sessions available for those in receipt of free school meals. Local businesses would also be involved. The report was noted.

- 1431.6.5 Unanimously RESOLVED to request a full review to look at the systems that a devolved library and information service needs in order to run a fully integrated and efficient service [Proposed Cllr Ms Reeve; Seconded Cllr Collins].
- 1431.6.6 RESOLVED by Majority: (i) that Redruth Town Council is in favour of abolishing overdue charges and (ii) that Redruth Town Council is in favour of 1st January 2022 to make this change [Proposed Cllr Brown; Seconded Cllr Thomas] Cllr Barnes abstained.
- 1431.7 **The Chairman puts the motion and so proposes that the Town Council supports Transition Redruth in their work for Redruth to become a single-use plastics free town, and that the Town Council commits to:**
- a. **Work with staff to ensure that single-use plastics and unnecessary plastics are eliminated across Town Council offices and community spaces**
 - b. **Support schools and communities in their efforts to reduce single-use plastics**
 - c. **Work with event suppliers to reduce single-use plastics across all Town Council events**
 - d. **Support communities and litter-pick initiatives to reduce the amount of litter within the parish**
 - e. **Where use of plastics is unavoidable, the Town Council will encourage the use of recycled plastics, where practicable, and support manufacturers that make products from locally sourced waste plastics**
 - f. **Work with partners in joint ventures and innovative projects for reducing single-use plastic waste**
 - g. **Share best practice and information about plastic free initiatives to residents, businesses, visitors and beyond through the Town Council's social media and communication channels**
 - h. **Work with the local authority, other town and community councils in the area to share best practice and implement joint initiatives**
- And that the Town Council will work to embed these commitments into the sustainable events guidance, sustainable procurement policy, and into other key Council strategies, policies and plans**
- 1431.7.1 Unanimously RESOLVED that the Town Council supports Transition Redruth in their work for Redruth to become a single-use plastics free town, and that the Town Council, where appropriate, commits to:
- a. Work with staff to ensure that single-use plastics and unnecessary plastics are eliminated across Town Council offices and community spaces
 - b. Support schools and communities in their efforts to reduce single-use plastics
 - c. Work with event suppliers to reduce single-use plastics across all Town Council events
 - d. Support communities and litter-pick initiatives to reduce the amount of litter within the parish
 - e. Where use of plastics is unavoidable, the Town Council will encourage the use of recycled plastics, where practicable, and support manufacturers that make products from locally sourced waste plastics
 - f. Work with partners in joint ventures and innovative projects for reducing single-use plastic waste

- g. Share best practice and information about plastic free initiatives to residents, businesses, visitors and beyond through the Town Council's social media and communication channels
- h. Work with the local authority, other town and community councils in the area to share best practice and implement joint initiatives

And that the Town Council will work to embed these commitments into the sustainable events guidance, sustainable procurement policy, and into other key Council strategies, policies and plans [Proposed Cllr Ms Reeve; Seconded Cllr Thomas].

1431.8 To consider an email from Cllr Jordan about the work of Cornwall Council and make any additional comments to those previously made

An email had been circulated prior to the meeting and considered at the previous meeting of the Committee. No additional comments were made.

1431.9 To consider the General Purposes Committee budget for Financial Year 2022-23 and to make recommendations to the Audit & Accounting Governance Committee

A proposed budget had been circulated prior to the meeting.

1431.9.1 Unanimously RESOLVED that the budget for the General Purposes Committee for the Financial Year 2022-23 be forwarded to the Audit & Accounting Governance Committee as presented [Proposed Cllr Brown; Seconded Cllr Skinner]

1431.10 To consider requests for financial assistance

The requests for financial assistance were dealt with as per the attached Appeals Schedule.

Chairman

Redruth Town Council
Appeals Schedule
Meeting Date: 4th October 2021

Budget 2021/2022: £5000		Allocated to date: £2200	Balance available: £1800	
No	Appellant	Amount Requested/Purpose	Recommendation	Previous Awards
1	Troubadour Stageworks/Carn to Cove	£500 towards performances of “In the Stones” at St Andrews and St Euny Churches in November 2021	Unanimously RESOLVED to make a donation of £500 [Proposed Cllr Thomas; Seconded Cllr Brown].	NIL
2	The Wave Project	£1000 towards surf therapy sessions taking place at Gwithian beach in 2022 which could directly benefit young people and families living within the Redruth parish, boosting physical and mental health	Unanimously RESOLVED to support the project in principle, but write to The Wave Project requesting clarification in relation to: (i) how many people from the Parish would benefit from the sessions and (ii) what proportion of funding was being sought from other Town and Parish Councils [Proposed Cllr Brown; Seconded Cllr Thomas]	NIL

Redruth Town Council
General Purposes Committee
Town Clerks Report
Meeting Date: 6th December 2021

Mtg Ser No	Item	Action	Response
1431.9	GP Budget		Considered within overall Council budget
1431.10	Requests for Financial Assistance		Grants paid

General Purposes Committee Meeting

Correspondence Schedule

Meeting Date: 6th December 2021

1. Redruth Rotary – Safeguarding for Key Stage 2 Project
2. Rural Services Network - Rural Market Town Group Roundup – Nov 21.

Redruth Rotary Safeguarding for Key Stage 2 Project

From: Brian Barber [REDACTED]

To: Peter Bennett (Town Clerk) [REDACTED]

Wed 24/11/2021 17:26

Dear Peter,

Earlier this year Redruth Town Council gave us a grant towards supplying safeguarding books called "Watch Out!" to all of the Key Stage 2 pupils in the schools within your area.

I am now pleased to report that thanks to you and other monies raised by Redruth Rotary, we have also delivered the books to all of the pupils entering Key Stage 2 as the Year 3 intake in September 2021.

The Year 6 pupils from last year have of course moved on to Year 7 and taken their books with them.

In addition, we have supplied a copy of the accompanying game called "Mistakes and Ladders" which complements the book, to every class within Key Stage 2.

So, please thank all of your Councillors for their generosity and their faith in us to deliver this very worthwhile learning aid.

Best wishes,

Stella Barber

Safeguarding for Key Stage 2 Project

Redruth Rotary

Peter Bennett (Town Clerk)

From: The Rural Services Network <newsletters@sparse.gov.uk>
Sent: 25 November 2021 11:28
To: Peter Bennett (Town Clerk)
Subject: Rural Market Town Group Roundup - Nov 2021

[View this email in your browser](#)

Nov 2021 Edition



Rural Market Town Group Roundup



Dear Peter, welcome to the November edition of the Rural Market Towns Group Newsletter! The Rural Services Network has established this newsletter as a way of communicating with the group on key rural issues relevant to them and their membership.



Rural Market Town Group



What is the Rural Market Town Group?

The RSN believes that Rural Communities are frequently overlooked in a policy environment dominated by urban thinking and policy concerns. This often means that communities either miss out on benefits or experience unintended consequences from policies which are poorly thought through from a rural perspective. Rural areas should be able to realise their potential within the national economy and be appropriately recognised in government thinking and actions.

We have therefore developed the Rural Market Town Group (RMTG) so that we can

strengthen our rural voice, and to enable the larger rural towns and parishes to have a place to come together to network, share best practice and develop their own voice.

We continue to liaise with NICRE, the National Innovation Centre for Rural Enterprise on their work in rural areas. [You can find out more about NICRE at this link.](#)



Rural Exchange



RSN Rural Market Town Group - Facebook Group

At a previous meeting, the RMTG requested an online forum where they could share good practice, ask each other questions and communicate with each other. A private facebook group has been set up and the rules for the group were explained at the recent meeting. An invite will now be sent to all RMTG member Councils in the next week who are welcome to join the group in the first instance on behalf of their Council.

Neighbourhood Plan

We've had a query from one of our members who is interested in knowing whether any other towns are at the stage of revising their Neighbourhood Plan to ensure that it is relevant with up to date policies and includes for example key matters such as climate change. If you have started this journey and would like to share experiences, or even just a link to your plan, email admin@sparse.gov.uk and we can put you in touch!

Impact of loss of income and additional expenditure due to COVID

We had been informed by members of loss of income and additional expenditure incurred in rural areas by both local councils and Principal Councils. We sought evidence from all RMTG members through the RSN Rural Market Town Group - Covid-19 Costs and Lost Income Survey as we seek to present an evidence based case to the Government. Unfortunately the evidence showed a mixed response with

some councils demonstrating a loss and some councils who had not had to run annual events and therefore actually saved revenue. We will therefore do a further general exercise around these issues later on in the year.

RSN Rural Market Town Group - State of your High Street or Town Centre 2021 Survey

Thank you to all that contributed to the RSN Rural Market Town Group survey on State of your High Street or Town Centre. The information gathered from the survey will be used by our partner organisation Rural England who are currently compiling the State of Rural Services Report which is due for publication in early 2022.



The updated Parish Councillors Guide to Rural Affordable Housing was launched in Rural Housing Week in July 2021

Published by the **Rural Housing Alliance**, which works in partnership with the Rural Services Network and National Housing Federation, this is a group of housing associations that develop and manage affordable homes in rural areas across England.

The guide sets out a wide range of information, useful to Parish Councillors considering their local areas. It answers question from everything such as 'what is affordable housing' and 'what planning routes are available' to more detailed guidance on Rural Exception Sites and how to deliver affordable rural housing in your local area.

[Click here to find out more and access the Parish Councillors Guide to Rural Affordable Housing](#)



Upcoming Events



We have recently held a meeting for the RMTG:

- **The RMTG meeting** took place on 12th October and a Councillor from each member of the RMTG was invited to attend. Minutes from this meeting are available at [this link](#)

The meeting featured Nik Harwood from Young Somerset talking about young people in rural areas and the group agreed this was a key issue for them in the coming year.

First Bus also spoke at the meeting about rural transport issues.

BOOK Your Place

We've just confirmed the dates of our meeting schedule for next year. The next meetings of the Rural Market Towns Group will take place on:

- **Friday 18th March 2022 10.30am-12.00pm - [book your place here](#)**

This meeting is just for clerks to attend.

- **Monday 28th March 2022 from 4.30pm-6.00pm - [book your place here](#)**

Aimed at all RMTG councillor representatives and clerks where a representative is yet to be appointed to discuss key rural issues.

Get organised for 2022 now!

- **Tuesday 11th October 2022 from 4.30pm-6.00pm - [book your place here](#)**

Aimed at all RMTG councillor representatives and clerks where a representative is yet to be appointed to discuss key rural issues.

This meeting will be held via zoom and joining instructions will be sent out closer to the date, once you have registered your attendance. It is free to join as part of your membership.

Seminar Programme 2022

The Rural Services Network is making plans for our seminar programme for 2022. We host 9 seminars online, throughout the year on key topics relevant to rural communities and service providers for example affordable housing, the rural economy and digital connectivity. These seminars generally feature expert speakers, sharing their experiences and good practice with the opportunity for delegates to contribute, ask questions and share their own good practice. RMTG members are entitled to send two representatives to these seminars as part of their membership. [Click here to see the seminar programme and book your place!](#)



UPCOMING WORK

The RSN always has a look to the future and upcoming key issues for rural communities. On our radar over the coming months are:

- Local Government Provisional Finance Settlement
- Levelling Up and Devolution White Paper
- UK Shared Prosperity Fund



Rural News



This section contains recent news stories from RSN that may be of particular interest to the RMTG

[Community Renewal Fund Announcements](#)

The Government announced around 500 locally led projects to benefit from the Community Renewal Fund that will help 'breathe new life into towns, villages and coastal communities across the UK as the government delivers on its mission to level up the nation and commitment to net zero'

[Read more here...](#)

Better broadband for 500,000 homes in UK gigabit revolution

The Government have announced more than 500,000 more rural homes and businesses will be given access to better broadband under plans to level up the UK with improved internet connectivity.

[Read more here...](#)

Rural Communities hit as Lloyds closes branches

The Telegraph reports that Lloyds bank is closing 48 more branches due to decline in usage in recent years, leaving rural communities travelling miles away to their nearest branch. Furthermore, the report outlines how poor public transport in rural areas has raised concerns that older and vulnerable customers will be left stranded in acquiring cash.

[Read more here...](#)

Post Office Future

A joint letter has been signed by Citizens Advice, the Consumer Council for Northern Ireland, Age UK, and Action with Communities in Rural England calling on the Chancellor to continue to support rural post offices at the upcoming Spending Review.

[Read more here...](#)



Rural Services Network



Who are we?

The **Rural Services Network** is the national champion for rural services, ensuring that people in rural areas have a strong voice. We are fighting for a fair deal for rural communities to maintain their social and economic viability for the benefit of the nation as a whole.

We have a number of different groups in membership and started as a primarily Local Authority grouping (We are a Special Interest Group of the LGA). We have around 115 rural local authorities in membership. We have expanded our Rural Services Partnership which now includes over 200 organisations delivering services in rural areas.

Rural Services Network Member Groups:



RSN Members

92	Sparse Local Authorities
22	Rural Assembly Local Authorities
232	Rural Market Towns
217	Rural Services Partners
75	Rural Health Care Providers
10	Fire and Rescue Services
24	Housing Associations
12	Utility Members

Please feel free to forward this newsletter to colleagues at your Town and Parish Councils. If you have any feedback on this newsletter please contact david.inman@sparse.gov.uk



REPORT FOR: Meeting of General Purposes Committee on Monday 6th December 2021

1.0 SUBJECT OF REPORT: To update the committee on the work of the Engagement Officer

2.0 SUMMARY OF IMPLICATIONS

- | | | | |
|----|-----------|---|----|
| a. | Policy | - | No |
| b. | Financial | - | No |
| c. | Legal | - | No |

3.0 TERMS OF REFERENCE

- 3.1 To provide the committee with information of the work carried out by the Engagement Officer & her team since the last meeting.

4.0 REPORT

4.1 Staffing

The Engagement Team has now been working together for about 4 months and are consolidating well into an effective team. We have been on a huge learning curve but are getting good support from partners, Councillors and other Council staff. We are looking forward to moving forward into 2022.

The Library team is also now in a better place with return from sickness absence, recruitment and performance improvement all contributing. Again, we look forward to 2022 and the opportunities this gives us.

4.2 Organisation of community events

Dates for 2022

- St Piran's Day – Saturday 5th March 2022
- Murdoch Day – Saturday 18th June 2022
- Queen's Jubilee – 2nd and 3rd June 2022
- Redruth International Mining & pasty Festival – Saturday 10th September 2022
- Redruth Fun Day – Sunday 11th September 2022
- Redruth Christmas light switch on and parade – Saturday 26th November 2022

We have begun planning for St Piran's Day (see CPM report) including two new adjacent events – Steam Fair (see 4.4) and Tolgus Tracks (see 4.5)

4.3 Festivals & Events

We have now completed our programme of events for 2021 save for two town markets in the run up to Christmas. The Engagement and Amenities Team successfully completed the Traffic Management for Community Events training course and were able to practice our new skills on Remembrance Day.

I would like to record my thanks to the Facilities Team for all the help they have given us in the run up to the Christmas events.

4.4 Redruth Skatepark Jam

Very sadly the Skatepark Jam planned for Saturday 27th November was postponed due to the weather. We are planning to reschedule it for Spring 2022.

4.5 Celebration of Steam

This new event was originally suggested for this year as part of the First Kernow 'The Copper' bus route launch, but there was not enough time to apply for the road closure so we have decided to develop the idea as a stand-alone event at the end of February half term (Saturday 26th February) which is a week before St Piran's Day.

Although we are still planning to have full steam participation at Murdoch Day, as part of our aspiration to put on more regular but smaller events, we will be having a separate Celebration of Steam event. It is hoped that a number of steam engines plus Puffing Devil and Murdoch Flyer will gather on Alma Place in full steam and a select number will parade around town. Planning still underway and the event will be funded by HSHAZ.

4.6 Tolgus Tracks

We have been granted funding under the Welcome Back Fund for St Piran's Day. The day normally includes a parade featuring local groups and schools and generally brings large numbers of people onto the streets. At this stage of the pandemic, it still feels too early and uncertain to be planning an event that collects people together in a relatively small space so we have focused our ideas on something that brings people to the centre of town but in a safe and manageable way.

Tolgus Tracks will be a family trail using the iconic mascot of Redruth – Tolgus the Lamb. Local schools will be given a 3D model of Tolgus to decorate as they choose; local artists and designers will be invited to apply their designs to a 2D Tolgus and the 'real' Tolgus will be placed in the Library to mark the beginning/end of the trail.

The schools' and designers' Tolguses will be placed in Tolgus's favourite places around the town centre and at external points such as St Euny Church, Tescos at Tolgus, Wheal Peevor, North Country, Mount Ambrose, Redruth Rugby Club and Penventon Park Hotel.

The trail will be hosted digitally on Geocaching's Adventure Lab app which allows participants to 'collect' their Tolguses in a non-contact way using the location functions on phones. Tolgus Tracks will be launched at the beginning of February half term (Saturday 19th February) and run through to St Piran's Day weekend; giving two weeks of town centre activity (there will also be the Celebration of Steam on Saturday 26th February and a Town Market on Saturday 5th March).

The funding will be used for materials, setting up the Adventure Lab adventure on the app and promotion.

4.7 Town Vitality Fund

Members will recall that we were recently allocated £75,000 as part of the Town Vitality Fund. This led to several tender opportunities being published with a submission deadline recently passed. At the same time well-known designer and place-shaping consultant Wayne Hemmingway, was invited to Redruth for a number of workshops.

We, together with the HSHAZ project team, are now in the process of assessing the tender submissions and whilst it does not appear any will be competitive due to the number of submissions for each brief, we will now be giving consideration for how we can approach the work going forward to ensure we have a co-ordinated project plan where there is overlap and so that we are not simply planning more consultation where we may already have asked the questions.

4.8 Discover Redruth Website

The holding page for Redruth in Lights is now live and work is progressing well on the main site ready for launch in early 2022.

4.9 Tourist Information Centre

We have made some sales of souvenirs and maps & guides in the Tourist Information Centre and have had to restock some items. This will continue to grow in 2022 and I am now attending

the regular Visit Cornwall briefings for local TICs which is giving me a good insight into the tourist sector overall and how we can learn from some more traditionally tourist-focused areas.

4.10 Police Liaison Group and Safer Towns

After a hiatus due to G7 and the pressures of summer policing, the PLG meetings have restarted and have been useful in discussing policing issues locally. We have had some issues with rough sleeping and have been working with PCSO John Thorne and other agencies to make the individuals safe. I am also being kept updated on other police activity such as dealing with ASB and domestic violence. Overall, Redruth has a relatively low crime rate.

4.11 Cornwall Scrap Store West

Cornwall Scrap Store for West Cornwall has recently had to leave their base on the Cornwall College campus and so is currently homeless. We recently met with Ben Read to better understand the sort of premises he is looking for and to see if the Town Council could support him at all.

There are no immediate solutions but we will continue to keep in touch with him and offer our support.

4.12 The Redruth Podcast

Members will recall that at the last General Purposes Committee, I reported that I was awaiting the outcome of our bid for funding to produce The Redruth Podcast. This has been successful and so I have been talking to suppliers who will be able to help us with the technical aspect of recording, editing and distributing a podcast.

We are aiming to plan the content for initial episodes this year and begin recording early in 2022 when we can launch our monthly podcast series.

4.13 Redruth Youth Forum

The Redruth Youth Forum is now becoming well established although we have not yet been able to set up the 'Friends of the Forum' element nor have a youth engagement event.

Participation in the main Forum is good, however, and a number of speakers have attended over recent months to update the Forum on their work with young people. I am looking forward to expanding on the work of the Forum in 2022 and will be working closely with Hideaway 77 to facilitate better engagement. I also look forward to discussing the Youth Forum with the Operations and Facilities Officer and our own Youth Council when time and resource pressures allow.

4.14 Marketing of the Town Council's work

Please see the Community Project Manager's report regarding the social media activity.

4.15 Partnership building

We continue to work well and collaboratively with partner organisations in the town such as Redruth Revival and I feel confident our relationship with them is now on a permanently better footing.

We are also now getting regular drop in visits by our PCSO and we have a new Beat Officer who has also made contact.

The Community Projects Manager has also made great progress in taking forward Plastic Free Redruth working with Transition Redruth.

I am also involved in a number of Cornwall Council-led initiatives such as the Local Listing Pilot and LCWIP working group which is giving us representation on these forums.

4.16 Library and Information Centre

The Library and Information Centre continues to build on the services offered. Please see separate report for more information.

4.17 **Any other task as directed by the Town Council or Town Clerk.**

None to report

4.18 **CONCLUSION**

As the Engagement Officer I have been working with accordance to the agreed roles and responsibilities for the position, in addition to continuing existing projects and developing other tasks as and where appropriate.

4.19 **RECOMMENDATION**

4.20 It is recommended that that this reported is noted.

Sam White
Engagement Officer

REPORT FOR: Meeting of General Purposes Committee on Monday 6th December 2021

1.0 **SUBJECT OF REPORT: To update the committee on the work of the Community Projects Manager**

2.0 **SUMMARY OF IMPLICATIONS**

- | | | | |
|----|-----------|---|----|
| a. | Policy | - | No |
| b. | Financial | - | No |
| c. | Legal | - | No |

3.0 **TERMS OF REFERENCE**

- 3.1 To provide the committee with information of the work carried out by the Community Projects Manager since the beginning of the contract of employment.

4.0 **REPORT**

4.1 **Organisation of community events**

Dates for 2021

- Festive Markets – 4th and 11th December

Dates for 2022

- St Piran's Festival - 5th March
- Murdoch Day – 18th June
- Mining and Pasty Festival – 10th Sept
- Redruth Fun Day – 11th Sept
- Lowender Peran 22nd – 30th Oct
- Christmas Lights Switch On – 26th Nov

Remembrance Sunday

Remembrance Sunday proceedings were scaled back this year due to the high volume of COVID 19 cases. The concert of Remembrance was cancelled, as were the refreshments in the church after the service and we decided not to go ahead with the Poppy Parade.

What we did achieve was a fantastic parade, marching from Sea View Terrace to Victoria Park and ending in St Andrews Church. Members of Redruth Town Band joined together with members of Illogan Sparnon Silver Band to provide the music and march with the parade.

The Engagement Team with support from the fantastic Facilities Team, organised and implemented the road closures ensuring the parade could proceed safely. We also organised a "Meet and Greet" with refreshments for the invited local dignitary in the Civic Centre in which they were greeted by our Town Mayor.

The morning was a great success, and we have all been thanked by the Redruth branch of the Royal British Legion for our ongoing help and support.



Christmas

Cornwall Channel were on hand on the 27th of November to film the beginning of the Christmas festivities.

CN4C workshop in Market Hall

CN4C ran a workshop in Market Hall for their "Why don't you" youth group. During the workshop, they not only made Christmas lanterns for the young people to take home, but also decorated Market Hall for our Christmas festivities, which looks amazing!



Winter Woodland – Father Christmas' Grotto with Tough Dough

The 27th saw the launch of our Christmas Grotto. The grotto was launched by some wonderful members of Redruth Town Band, who braved the cold to play some Christmas songs until one of Father Christmases helpers announced the arrival of Mr Claus. The grotto was put together by Tough Dough and had a very busy first day of around 150 people visiting. The grotto will be open on the 4th, 11th and 18th December.



Festive Late-Night Market with Redruth Revival

After much deliberation, the decision was made to cancel the market on the 27th due to the weather warnings issued but we will ensure the remaining two markets and bigger and better than ever.

Christmas Light Switch On

Despite the cold, wind, rain, and hail, we had a lovely crowd brave the Christmas Light Switch on. Ingleheart Choir we unable to attend but Redruth Carol Choir kindly stepped in to provide some Christmas Carols to lead us into the countdown. Cllr Brown, Cllr Barnes and Jago Tremayne led the countdown and illuminated the town with the help of the Festive Lighting Company. We've received lovely feedback through our social media channels and live streamed the event to allow more people to feel part of the festivities. The Facebook video has reached 1326 people to date.



Wassail

The 27th also saw the return of the Redruth Wassailing event. The Wassail made an appearance at Kresen Kernow at 3pm which was attended by Cllr Brown, Cllr Barnes and the Mayor and Deputy Mayor of Camborne. The Wassail procession began outside the Regal Theatre, gathering at 5.30pm, beginning with a traditional Mummers play before proceeding to the Miners statue to present our Town and Deputy Mayor with the Wassail bowl. The beginning of the procession was livestreamed through Facebook and the video has reached 1145 people to date.



St Piran's Day

Contact has been made with local schools to gauge interest in St Piran's Day activities. 5 have been back in contact, expressing interest in taking part in whatever capacity they are able.

The Engagement team is already discussing plans for the day.

4.4 Community Capacity building work

Nothing to report.

4.5 Partnership building

Redruth Revival.

The relationship between the Engagement team and Redruth Revival continues in a very positive direction. We have been working together closely to make the markets a success. Alice and Keira (Marketing and Events Assistants) have taken the lead with markets and are doing an amazing job. The remaining festive market dates are;

Saturday 4th Dec – Christmas Market 10am - 2pm

Saturday 11th Dec - Christmas Market 10am - 2pm

There will be no market in January and most likely February though this is still in discussion.

Transition Redruth

We've continued working closely with Transition Redruth including visiting businesses around the town centre to get more sign ups to the Plastic Free Redruth campaign. I sit on the Steering Group for Plastic Free Redruth. PFR will be joining Cornish Plastic Pollution Coalition which

is a group of volunteers around the county who educate and lobby against single use plastics such as balloon launches and giveaways.

4.6 Any other task as directed by the Town Council or Town Clerk.

The Redruth Record Christmas Guide has been released both digitally and hand delivered to five locations for the public to access: the Library, Tesco, CN4C, Penventon and Krowji. This included a "10 Top Tips for a More Sustainable Christmas" in keeping with the Climate Action Plan.



Social Media

Our social media presence has been steadily growing since July -

Discover Redruth Facebook – 65 new followers

Redruth Town Council Facebook – 142 new followers

Discover Redruth Instagram – 57 new followers

We're having a good response to our posts. We are now doing a regular Motivational Monday post which includes positive actions people can take to fight climate change (in keeping with the Climate Action Plan) and inspiration from the community.

4.7 CONCLUSION

As the Community Projects Manager, I have been working with accordance to the agreed roles and responsibilities for the position, in addition to continuing existing projects and developing other tasks as and where appropriate.

4.8 RECOMMENDATION

That this reported is noted.

Jennifer Sandiford
Community Projects Manager

REDRUTH TOWN COUNCIL**REPORT FOR: Meeting of General Purposes Committee on Monday 6th December, 2021****1.0 SUBJECT OF REPORT: To update the committee on the work of the Redruth Library and Information Service****2.0 SUMMARY OF IMPLICATIONS**

- | | | | |
|----|-----------|---|-----|
| a. | Policy | - | No |
| b. | Financial | - | Yes |
| c. | Legal | - | No |

3.0 TERMS OF REFERENCE

- 3.1 To provide the committee with information of the work carried out by the Redruth Library and Information Service since the last report.

4.0 REPORT

Since the last General Purposes Committee meeting, we have reviewed two sets of monthly performance data, covering September and October 2021. A summary of the report is detailed below. I am also pleased to report that our Client Relationship Manager, Rosemary Phillips, is back at work after a period of long-term sickness.

Performance Report – September 2021

Activity	Amount	Review
Footfall (people counter)	4,523	Our daily visitors to the building are logged via a footfall counter. The steady increase, month by month, has been really heartening.
Total no of Books issued per month	6,881	The total number of books borrowed at Redruth Library during September.
New Borrowers joining the Library	98	A steady increase in new borrowers.
Computer usage	192	There were 157 logged computer sessions during August - this is an increase of 35 sessions.
Information Service transactions on behalf of CC	424	The Information Service requires the staff to capture all transactions performed on behalf of Cornwall Council and to log them onto Empro (a computerised database system). Recording every transaction remains a priority across the service.

Performance Report – October 2021

Activity	Amount	
Attendance at Events and Activities	237	Our half term activities were a huge success.
Footfall (people counter)	4,875	Our daily visitors to the building are logged via a footfall counter. Again, an increase this month due to our successful half term activities.
Total no of Books issued per month	7,032	The total number of books borrowed at Redruth Library during October – an increase of 151 over last month's total.
New Borrowers joining the Library	101	Our new borrower numbers increased again this month!
Computer usage	155	There were 155 logged computer sessions during October.
Information Service transactions on behalf of CC	576	The Information Service requires the staff to capture all transactions performed on behalf of Cornwall Council and to log them onto Empro (a computerised database system). Recording every transaction remains a priority across the service.

The table below illustrates our Covid Road to Recovery during 2021, where we recorded 23,121 visits to the Library and Information Service. The table also highlights how the service was operating over the 3rd lockdown and how we gradually opened up the service between late March and mid-July.

Monthly Footfall Figures	Total	
January 2021	469	3 rd Lockdown Restricted Opening – 2 mornings per week
February 2021	527	
March 2021	635	
April 2021	978	Start of Recovery – open 6 mornings per week
May 2021	1,328	Start of Full time Opening – limited browsing
June 2021	1,519	
July 2021	3,264	Full time Opening – full browsing
August 2021	5,003	

September 2021	4,523	
October 2021	4,875	
Total Footfall over 2021	23,121	

4.1 Library and Information Service Customer Survey

Our survey was launched in August 2021, to coincide with the Summer Reading Challenge, where we planned to start re-engaging with our community; asking them what services they would like to see delivered in our new facility. A full copy of questions and responses are included in Appendix 1.

The response was overwhelming, especially the comments that customers wrote about the team and the service.

“The new library is looking fab, and the staff are so friendly, helpful and polite.”

“Critical service for bringing community together.”

“A very good resource - long may it last. Redruth needs you!”

“Best library I've been to. Lived in other counties and Redruth Library goes above and beyond the library's there.”

We already have the following clubs and activities taking place in the library on a regular basis;

- ✚ Rhymetime sessions for under 4's
- ✚ School visits
- ✚ ACE Academy (Cornwall College) visits
- ✚ Redruth Thursday Morning and Afternoon Book clubs
- ✚ Creative Writing Group (Adults)
- ✚ Clinton Lodge visits
- ✚ Young People Cornwall counselling sessions
- ✚ After school safe space
- ✚ Safe Places validation – Cornwall People First
- ✚ Homegroup – Free - Confidential Support, Information & Guidance for those who have a Physical Health need and/or Disability

The main focus, having collated the survey results, has been looking at the gaps that have been identified in our delivery. We already provide a lot of activities for young children and their families, and we will continue to build upon this with the Universal Libraries Offer and supporting our Redruth Festivals.

Tackling isolation and providing activities for vulnerable individuals is a gap that I am keen to fill in 2022. Taking the findings from our survey results, and the inspiration from the LIS team, one of our ideas for the new year is a Craft and Chatter / Knit and Natter group. This will be led by members of our team and will seek to engage with individuals who love to craft or might like to try something new in good company. Open to anyone, we hope to attract those customers who may be lonely or need company.

The other project that I have started working on with Jenn, our Community Projects Manager, is a Support into Work programme. This is working with a funded project to provide a whole programme of support that individuals can access free of charge. They will be offered the opportunity to attend various workshops e.g., CV Writing, Interview Techniques or attend the full programme and get full support applying for jobs from an Employment Support Mentor. This is an amazing opportunity for us to deliver core job search skills, for members of our community, in a supportive environment.

Watch this space for more exciting proposals in the New Year!

4.2 Library Partnership – Overdue Charges Working Party

In response to the debate surrounding continued fines and overdue charges, Cornwall Council Library Services set up a focus group which met on 19th November 2021. The purpose of the focus group was to consider all aspects of stopping overdue charges and to ensure, where possible, that consistency is built into our systems across the county. Only one site has not agreed with the proposal so far and discussions are continuing with that partner.

In summary, the following recommendations were agreed by the group;

- ✓ The Lost Book charge will remain but there will be one flat fee.
- ✓ Need to agree the time period for when a book is considered "lost".
- ✓ Book renewals need to be reviewed – 8 renewals in total was proposed. The current system allows for 5 unseen renewals but 99 standard renewals per item.
- ✓ The current system generated overdue letters need to be scheduled in line with the new "lost" book timescale.
- ✓ The maximum number of books on loan will be 12 for adults and 18 for children – the total currently allowed is still 36 books (post Covid).
- ✓ Inter library loans and music charges will need to be kept.
- ✓ Other charges will be at individual sites' discretion, including any previous charges.

The key to the success of this campaign is its promotion. At Redruth Town Council we need to find creative ways to get this message out to our community, as reaching non-library users is vital.

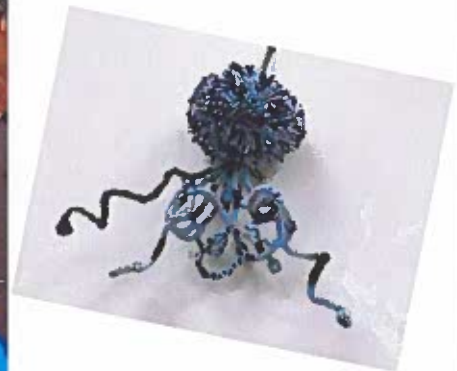
4.3 Library Offer and Engagement Activity

Half-term activities	<p>We had an amazingly busy half term with four activities planned alongside our existing Rhyme-time sessions. Having been asked to host this project by the Library Specialist Officer at Cornwall Council, we were delighted to offer not only our targeted support to those children in receipt of free school meals, but also drop-in sessions open to all!</p> <p>Get ready for fun at Half term!</p> <p>Monday 25th October 10am-1pm Autumn Craft Drop-in</p> <p>Wednesday 27th October 10am-1pm Marine Makes Drop-in</p> <p>Friday 29th October 1.30–3.30pm Animal Magic with Mark's Ark 3.30– 4.30pm Spooky Stories</p> <p>The week started with an art drop-in session held by Sam Bradbury, a locally based and national renowned artist. The children and their families enjoyed making</p>
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masks from recycled supplies and then received a free lunch bag with sandwich ingredients supplied by Morrison's, biscuits & buns from Prima Bakeries and fruit purchased from the funding we received via our Library Specialist Officer, Jane Briggs.



On Wednesday, our very own Community Projects Manager Jenn, held a marine makes workshop which was really informative and great fun. This resulted in various colourful pom-pom octopuses, as well as a lunch bag to take home.



On our last day of events, we had a visit from Marks Ark. He brought with him an array of animals and led an interesting talk about the various creatures with a chance to meet them up close at the end of the session. On this day we gifted out the lunch bags before the event, which resulted in a giant picnic in the library and the day ended with some spooky stories enjoyed by all.



As part of the project, we were gifted some complimentary family tickets for Flambards in Helston and Jubilee Pool in Penzance. These were randomly placed within the lunch bags at the beginning of the week, with none of the team knowing who had received them – which made everybody extremely excited!

During the week the team entertained 157 children, 80 adults (237 in total) and gained 12 new borrowers to the library.

Christmas Festival

IT'S BEGINNING TO LOOK A LOT LIKE CHRISTMAS.....



The Library is all ready for the festive season. Our Christmas family activities start on Saturday 4th December and continue until Tuesday 21st December. All of these activities are being delivered by the Library and Information Service Team, ably supported by our Engagement Team.

Saturday 4th – Woodland decoration making

Saturday 11th – Christmas Lego club and Christmas Treasure Hunt

Wednesday 15th – Christmas Special for under 5's (singing, stories and crafting)

Friday 17th – Christmas Rhymetime Party

Saturday 18th – Star decoration making

Tuesday 21st – Christmas Rhymetime Party

All of our Saturday activities are open to everyone – no age restrictions apply.

4.4 Publicity

The Library's Facebook page has received 823 likes and has 914 followers (an increase of 91 followers since my last report). We continue to work closely with the Engagement Team to ensure our weekly posts are vibrant, family focused and give a clear message.

4.5 Any other task as directed by the Town Council or Town Clerk.

Nothing to report.

4.6 CONCLUSION

We are extremely excited about the launch of the Christmas Festival this year and our involvement in delivering Christmas family activities during this time. We are already planning for new and inclusive community engagement activities in the new year, ensuring that our Library and Information Service is at the heart of our community hub within the Civic Centre. I would like to take this opportunity to wish you all a Healthy and Happy Christmas from the Library and Information Service Team.

4.7 RECOMMENDATION

It is recommended that this report be noted.

Claire Waterhouse
Library and Information Service Team Leader

Appendix 1

Redruth Library and Information Service Survey Results 2021

How often do you visit the Library?								
More than once a week	Once a week	Twice a month	Once a month	Every few months	Not very often	First time since lockdown	During School Holidays	When Activities are on
7	21	26	8	2	2	6	6	1

What type of services would you normally access? (Online and in library)									
Browsing, Loans & Returns	Catalogue & Reservations	PC Access	Borrowbox	Staff Assistance	Languages online	Comics Plus	Pressreader	DVD Hire	Genealogy online
53	23	7	11	2	2	1	2	1	1

What do you enjoy most about the Library?								
Book Selection	Calm place	Events	Friendly / Helpful Staff	Free Service	Digital Access	PC Access	Family Enjoyment	Children's area
53	9	1	23	3	1	2	4	9
Facilities	Activities	Well organised & set out space	Social / Friendly Atmosphere	Reading the books	Easy access to book ordering	Reserve books	Online reference	Borrowbox
2	1	6	6	2	1	1	1	1

Is there anything you'd like to see done differently in the future?								
More eBooks	Soothing music	Clearer teen section	Clearer SRC area	Recommendation Displays	More children's activities	Out of hours returns	Reading Areas / Tents / Dens	Specialist Library
1	1	2	1	1	2	1	1	1
Social Saturdays	Computer Course	better stock of books	24/7 libraries	Large Space in Foyer put to good use	Space for community groups	Easier toilet access	Classics Section	Coffee / Reading Corner
1	1	2	2	1	1	1	1	4

Do you regularly take part in Library activities? If so, which ones?									
Summer Reading Challenge	Book Group	Lego Club	Bookstart Rhymetime	Coding Club	Fun Palace	Santa Visits	Reading session	Volunteer	Talk to the team
24	3	3	13	2	1	1	2	1	1

On a scale of 1 to 10 how important do you feel the Library is to the community of Redruth									
10	9	8	7	6	5	4	3	2	1
63	10	2	1	1					

Do you have suggestions for other activities delivered in the Library?

Lego Club
 Book Tours / Author Readings
 Book Groups
 Teen Book Groups
 Story time for school age groups (Summer)
 Community room for other community groups
 More toddler-based reading groups
 Library Sleepover / Camp
 Arts and Crafts
 Activities for Adults with Learning Disabilities (ASC)
 Art Club and Workshops
 Tabletop gaming (Pokémon / Magic the Gathering)
 Book Bingo
 Book based Scavenger Hunts
 Activities to tie in with Children's University
 Learn to draw
 Music Recitals
 More Mobile Library
 Council Services
 Pokémon themed day
 Children's book swap
 Book Review Club
 Book Reviews / Patron Recommendations
 Book group very modern titles
 Coffee & Fundraising Afternoons
 More children's challenges
 Children's book group
 Creative Writing Workshops
 Staff to highlight local services. Meet the local makers etc

Any Final Comments

Library is brilliant. Reservation system works well so I can easily get titles I want to read.
 Hope that the library continues in Redruth for many years to come.
 Thanks for being such an incredible team. Sarah is an inspiration.
 Although some children are not avid readers, it is imperative to have this library for encouragement, quiet time as well as for learning and reading.
 All staff are very helpful and doing an excellent job.
 Very nice building and helpful staff.
 Thank you for such a lovely selection of children's books.
 Very good service and nice warm environment.
 Toilet for public use.
 Nice to see the library open again.
 Lovely the libraries are still available.
 The librarians are always really friendly and helpful.
 The new library is looking fab, and the staff are so friendly, helpful and polite.
 You are all great.

Lovely first visit. Staff very friendly and helpful.

A lovely library.

We love the library and its new home.

The children's area is looking great. Thanks!

Thank you for the service you provided during lockdown(s).

It would leave a big hole for us if we couldn't use the library. We could not afford to buy so many books so would not read as much.

We love the library.

Keep up the good work!

Thank you for being here and so helpful.

I feel that reading is more important than ever especially for the young. I feel that the library is a cornerstone to the foundations of a good community and bringing everyone together where people can grow. I would like more funding for the library.

They have been fantastic during lockdown. Thank-you Redruth Library!

We love the new Redruth Library space.

Critical service for bringing community together.

We love the library!

Really friendly and helpful staff - we really enjoy coming here.

Nice library here in town.

Love the library and great staff.

I love books!

Don't change anything - you're perfect!

You are awesome.

One of the remaining bastions of my imaginary civilisation.

Always a pleasure to use the library

Librarians are extremely helpful. Thanks!

A very good resource - long may it last. Redruth needs you!

It's been a lifesaver during lockdown.

We love coming to the library and have done so since my daughter was born (now 8) and the staff are awesome!!

The service is excellent - far better than 10/20 years ago.

Thanks for all you do.

Easier access to the toilets would be good.

Redruth is a pretty poor area still. The ability to borrow books for free is a massive help economically and is more sustainable than people buying the books then getting rid of them after reading. I love the summer reading challenge which I support my nephew on. We go to the library almost weekly now. His reading has come on leaps and bounds, and literature is so important to life. When you are poor, it is an escape to anywhere in time and/or place. That is so important. Finally, the library staff are incredible. Thank you!

We love the new library in Redruth. It's a wonderful space and we love coming to visit & share stories together, thank you

We love the library

Very happy and excited to come to the library. Really want my son and other children excited about books, and that is what Redruth Library does. Talking to the children, sharing their excitement about books. Absolutely brilliant library and staff. Glad you are open again, love the new location. High praise for all staff and volunteers at Redruth. Thank you

Keep up the great work and thank you for keeping us ticking over during the pandemic.

I think all staff are really friendly and helpful, I'm excited for singing to return. I know how much I enjoyed it when my 2 were babies and I think it helps new parents to be able to go to a group that is free, to meet other parents and be able to socialize.

It would be great to have a cafe in the library!

Best library I've been to. Lived in other counties and Redruth library goes above and beyond the library's there

Thanks for bringing the library back!

Parking is an issue. I will never use Fair meadow as long as it is misrun by Excel.

I miss the old building, but this new space is also lovely.

Not using online and it is very important to be able to access books. Thank you.

Thank you for an amazing reading challenge! The kids are so happy with their prizes and are so proud.

Lovely, friendly staff.

The Library is looking great, we love it!

Really impressed with new location, interesting books and facilities.

The staff are always friendly and approachable. Thank you so much.

REDRUTH TOWN COUNCIL

REPORT FOR: Meeting of the General Purposes Committee on 6th December 2021

1.0 **SUBJECT OF REPORT: To consider the donations for Christmas Goodwill 2021**

2.0 **SUMMARY OF IMPLICATIONS**

- | | | | |
|----|-----------|---|-----|
| a. | Policy | - | Yes |
| b. | Financial | - | Yes |
| c. | Legal | - | No |

3.0 **TERMS OF REFERENCE**

- 3.1 Members will recall that we annually make donations to local organisations at Christmas time to help with festivities. We now have to agree our donations for this year.

4.0 **REPORT**

- 4.1 Members will recall that since 2016, the Council reduced the funding for our Xmas Goodwill contributions and agreed that each year we make donations totalling £500 to the Salvation Army (£350) and to The Guild of Friends of Camborne/Redruth Hospital (£150). Last year (2020) Council agreed that the funding was used towards Christmas Hampers in the most deprived parts of the Redruth parish, working with Gweal an Tops Adventure Playground, and Pennoweth Primary School.
- 4.3 Members are requested to consider how any donations should be made this year and advise accordingly.

5.0 **RECOMMENDATION**

- 5.1 It is recommended that Members give consideration to making the Christmas Goodwill donations for 2021 and advise accordingly.

P B Bennett
Town Clerk

Redruth Town Council
Appeals Schedule
Meeting Date: 6th December 2021

Budget 2021/2022: £5000		Allocated to date: £3200	Balance available: £800	
No	Appellant	Amount Requested/Purpose	Recommendation	Previous Awards
1.	John Harris Society	£400 towards John Harris Festival being held at Penventon Hotel in May 2020		NIL
2.	Gleaning Cornwall	£200 towards purchase of vehicles for use in fields during winter months.		NIL

THE JOHN HARRIS SOCIETY

(John Harris 1820-1884, Miner, Poet, Preacher)

President: Jay Harris (U.S.A.)

Chairman (and Acting Treasurer): Paul Langford, Durlston, Pennance Lane, Lanner, Redruth, Cornwall TR16 5TL 'Phone 01209 213146.
pandglangford@gmail.com

Secretary: Tony Langford, St Hilary, South Downs, Redruth, Cornwall TR15 2NW 'Phone 01209 215918. : tony46langford@gmail.com

FUNDING APPLICATION TO REDRUTH TOWN COUNCIL

John Harris was born at Bolenowe, Troon, Camborne in 1820 and worked for 24 years as an underground miner at Dolcoath from the young age of 13 whereupon, with failing health, he gained a scripture reader's job in Falmouth where he lived from 1857 until his death in 1884.

Largely self-educated, during his lifetime he published 15 volumes of poetry and an Autobiography; a full set of which is stored and available to view at Kresan Kernow, Redruth.

The Society's Constitution states:-

'The John Harris Society exists to promote the poetry and reputation of John Harris, to encourage the writing and reading of poetry and to procure Harris original publications for its library.'

Harris' greatest literary achievement was when his poem entitled 'An Ode to Shakespeare' won him the prize of a gold watch in 1864 - on the occasion of the tercentenary of Shakespeare's birth. Research undertaken by the late Prof. Charles Thomas (a Past President of The Society) suggests that the watch was pawned at some stage, reflecting the difficult times in which people lived.

So now it's our turn to celebrate the bi-centenary of Harris' birth which should have been held in October 2020. Sadly, Covid has caused two postponements but The John Harris Festival is now scheduled for 6 – 8 May 2022 in 'The Heart of Cornish Mining' – based at the Penventon Park Hotel, Redruth from whose staff the Committee has had the most superb co-operation. We expect visitors from wider Britain and the U.S.A.

During the Festival, those attending will be treated to a tour of 'Harris Country' in the Camborne and Troon areas (he lies buried at Treslothan Churchyard) and, in view of the importance Falmouth played, as he put it, in "saving my life" the Festival will include a tour there.

Of prime importance will be a competition open to all schools in Cornwall to prepare their own poem or file on Harris' life and work – for which the winning schools in both Primary and Secondary categories will receive £1,000.00 each with smaller runner-up prizes. These will be presented at Penventon Park Hotel on the Saturday afternoon. The Lord Lieutenant, Col. Edward Bolitho, will attend the Festival subject, of course, to Royal duties allowing that.

Considerable fund raising has been undertaken but we are still some £1,800 short of our target so any financial support the Redruth Town Council could offer would be most gratefully received either by cheque made payable to The John Harris Society and sent to Paul Langford whose details are shown above – or credited to The John Harris Society at Lloyds Bank, Sort Code 30-88-22, account number 27752468 with a simple identifier.

Prepared by Paul Langford

- 104:3 The Society shall also finance its activities through an annual subscription paid by each Member; the level of which shall be determined for the ensuing calendar year at each A.G.M.
- 104:4 All income shall be applied to further the aims of The Society. No payment shall be made to any Member, other than by way of reimbursement of expenses properly incurred and accounted for in the name of The Society.
- 104:5 At each A.G.M. an Independent Examiner shall be appointed.
- 104:6 The Treasurer shall report the state of finances at each meeting of The Society and of The Committee.
- 104:7 The Treasurer shall verify the accounts of the Society on receipt of the regular statement from The Society's bankers.
- 104:8 The Treasurer shall finalize each year's accounts as soon as possible following the end of the financial year and arrange forthwith for them to be independently examined by the appointed person. The independently examined accounts shall then be presented for approval at the A.G.M.
- 104:9 The Treasurer shall ensure that all financial data is recorded on The Society's computer spread-sheet or ledger system and shall ensure that any successor shall be made familiar with the structure of the system before it is handed over.

105: MEMBERSHIP

- 105:1 The Society shall reserve the right to withdraw membership under such circumstances as may be regarded as unbecoming of a Member of the Society or as bringing The Society or its aims into disrepute.
- 105:2 The procedure for such withdrawal shall be at the discretion of The Committee following consultation with any Members having, or expressing, a direct interest in the matter.

106: ADOPTION OF THE STANDING ORDERS

- 106:1 These Standing Orders were ratified at the Annual General Meeting of The John Harris Society on the twenty-sixth Day of February 2011.

Signed:

Chairman

Secretary

THE JOHN HARRIS SOCIETY CONSTITUTION

1: NAME.

- 1:1 The organisation shall be known as The John Harris Society (hereinafter called The Society)

2: AIMS.

- 2:1 The Society aims to promote the poetry and reputation of John Harris (1820-1884), to encourage the writing and reading of poetry and to procure Harris original publications for its library.

3: POWERS.

- 3:1 The Society shall have the power to raise funds and embark upon any lawful activities which may also involve such other groups as may be necessary to fulfil its aims.
- 3:2 The Society shall have the power to elect Officers and a Committee (hereinafter called The Committee) and to appoint an honorary President.

4: THE PRESIDENT.

- 4:1 The office of President shall be honorary, held for a maximum period of three years, and be conferred in recognition of special status or service.
- 4:2 The President shall be elected by means of a simple majority of those attending and voting at the appropriate Annual General Meeting (hereinafter referred to as the A.G.M.)

5: THE MEMBERSHIP.

- 5:1 Membership of The Society shall be open to all people regardless of their age, race, sex, religion, disabilities or beliefs.

6: ELECTION OF OFFICERS

- 6:1 Members of The Society shall be eligible for election to the offices of Chairman, Vice-Chairman, Secretary, Minute Secretary and Treasurer at each A.G.M. On election, the newly appointed Chairman shall immediately occupy the Chair to the conclusion of the meeting and the new Secretary shall also assume office at that point.

7: THE COMMITTEE.

- 7:1 The Committee shall comprise up to twelve members, including the Chairman, Vice-Chairman, Secretary, and Treasurer. The Committee shall be responsible for the day to day operation of the Society.
- 7:2 Each member of The Committee shall be elected by a simple majority each year at the A.G.M.

- 7.3 The Committee shall be empowered to co-opt additional members from within or outside the membership of The Society for specific events or when specific topics are being considered. On completion of the events or topics relating to the co-option, those co-opted shall stand down from The Committee. Their co-option shall be by a show of hands providing that the total number in support shall not be less than a quorum.
- 7.4 The Committee shall be required to meet no fewer than four times a year and the attendance of at least five Members of The Committee shall be required to form a quorum.
- 7.5 All Members of The Committee shall have an equal right to vote and decisions will be taken by simple majority. The Chairman shall have the casting vote when necessary.
- 7.6 Unless a need arises that demands co-option in accordance with Clause 7.3, no Outside Body will be asked to nominate a representative to regularly serve on The Committee.

8: AMENDMENTS.

- 8.1 Amendments to the Constitution shall only be made at an A.G.M.
- 8.2 Motions of Amendment must be submitted to the Secretary no less than fourteen days before the A.G.M. at which the proposed amendment is to be put and be:-
- i: Seconded by at least two Members.
 - ii: Communicated in writing (in full text) bearing the names and signatures of the proposer and both seconders.
- 8.3 Motions of Amendment may also be brought directly to an A.G.M. by The Committee without the need to give advanced notice to the Secretary

9: DISSOLUTION.

- 9.1 The Society may at any time be dissolved by a resolution passed by two thirds of the Members attending an Extraordinary General Meeting or the Annual General Meeting.
- 9.2 Such resolution shall contain instructions for the disposal of any assets held by, or in the name of The Society after the satisfaction of all debts and liabilities. After such satisfaction any assets (other than monies) shall be transferred to the Cornish Studies Library or similar organisation to which the public has access. Any monies held shall be transferred to an Organisation or Registered Charity with aims and objectives similar to those of The Society. No monies or assets shall be transferred to any individual.

10: ADOPTION OF THE CONSTITUTION.

- 10.1 This Constitution was ratified at the Annual General Meeting of The John Harris Society on the twenty-first Day of February 2015.

Signed:

Chairman

Whitney Taylor Secretary *D. M. Langdon*

THE JOHN HARRIS SOCIETY STANDING ORDERS.

101: GENERAL

- 101.1 Standing Orders shall be subject to addition or revision at the discretion of The Committee.
- 101.2 Any new Standing Orders, or revisions to existing Standing Orders, shall be recorded in the minutes of the meeting of The Committee in which they were added or revised.
- 101.3 Any Members seeking to raise matters related to Standing Orders should do so in writing to the Secretary who is empowered, under this clause, to invite the Member to discuss the matter at a meeting of The Committee, should that be appropriate.

102: THE MEETINGS.

- 102.1 At any General Meeting, fifteen Members shall form a quorum.
- 102.2 An Annual General Meeting (hereinafter called the A.G.M.) shall be held within three months of the end of The Society's financial year.
- 102.3 Notice of the A.G.M. shall be given to each member of The Society at least 21 days in advance of the meeting. The notice shall also include information in respect of those officers and other members of The Committee not seeking re-election and those who are willing to stand for re-election. Nominations for office holders and The Committee shall be in the Secretary's hands 14 days prior to the A.G.M. It will be assumed that any Member so nominated will have agreed that the nominator may put their name forward.
- 102.4 An Extraordinary General or Committee Meeting may be called when the Chairman and Secretary deem it necessary by giving not less than 21 days notice but, in the case of a meeting of The Committee, the notice period may be waived by the agreement of its Members.

103: MINUTES

- 103.1 At all formal meetings, Minutes shall be taken. Minutes of Committee meetings shall be approved at a subsequent Committee meeting and other Minutes shall be approved at the A.G.M. They shall be signed by the Chairman as correct and appended to the permanent record of The Society's proceedings maintained by the Secretary of The Society.
- 103.2 The Minutes of all meetings shall be available for inspection by Members upon request to the Secretary.

104: FINANCE.

- 104.1 The Society shall operate a bank account in its own name and transactions will require the signatures of the Treasurer and one of the following officers - Chairman, Vice-Chairman or Secretary.
- 104.2 The Society shall finance its activities through grants, donations and other activities as determined by The Committee

GRANT APPLICATION FORM

Name of Organisation: The John Harris Society

Organisation type <small>(Please circle one option)</small>	Community Group	Registered Charity	Voluntary Organisation	Statutory Agency
----------------------------------------------------------------	------------------------	---------------------------	-------------------------------	-------------------------

Give the name and status of two representatives authorised to make the application:

Name: Paul Langford	Name: Tony Langford
Address: [REDACTED] [REDACTED]	Address: [REDACTED]
Tel No: [REDACTED]	Tel No: [REDACTED]
Email address: [REDACTED]	Email address: [REDACTED]
Position Held: Chair	Position Held: Secretary

Please describe the purpose of your organisation and how it benefits communities in the Redruth parish:

The Society's Constitution says: 'The John Harris Society exists to promote the poetry and reputation of John Harris, to encourage the writing and reading of poetry and to procure Harris original publications for its library.'

Since the establishment of Kresan Kermow in Redruth, every person in the Parish has access to the 15 volumes of Poetry composed and published by John Harris (1820 – 1884) and to his Autobiography.

The Society has members who are residents in Redruth Parish.

DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere)

The John Harris Festival is designed to celebrate the bi-centenary of John Harris' birth. Covid delayed the original plans for October 2020 but the co-operation we've had from Penventon Park Hotel staff has been exemplary in rearranging the date to 6 – 8 May 2022.

Please give a detailed breakdown of the costs of your project/activity

The Summary of our budget is as follows:-

<u>Expenses:</u> Schools competition	£2,900
Food & Drink	4938
Speakers/Guests	1541
Coach Hire	765
Sundries	<u>266</u>
	£10,405

Estimated start and end date for the project/activity: 6th to 8th May 2022

Please tell us how you will fund your project/activity, giving details of any funding already secured or applications made:

Income: John Harris Society members: £1346 Received

Donations 3331 Received

40 Attendees contribution 2000 All requested from those who've expressed an interest in attending.

Public/private Bodies 978 Applied to Camborne Town Council, Duchy of Cornwall, Falmouth T.C.

Private Trusts 250 Promised; awaiting our request for money to be transferred

Competition sponsorship 2500 £700 received and the remainder promised

£10,405

Grant requested from Redruth Town Council: £400 (to balance the shortfall in the schools competition)

How do you know there is a local need for your project/activity? Please give recent evidence.

A number of our 75 members are related to John Harris (e.g the signatories to this application are both Great-Great-Nephews) and our membership generally, in wanting to fulfil the constitution and thus make Harris more widely known, have naturally seized the opportunity presented by his bi-centenary.

Who and how many people in the Redruth Parish will benefit from your project/activity?

All Cornish schools, whether state or private will be invited to take part in the schools competition for which a top prize of £1,000 is to be awarded to both a primary and a secondary school with runner-up prizes of lesser value.

The Penventon Park Hotel has been chosen as the main venue for the Festival because of its location in the heart of Cornish mining country with which John Harris had a great affinity, having worked underground at Dolcoath for 24 years from the age of 13. The Hotel will benefit from over £4,500 in food and drink sales and a number of the 40 attendees will be accommodated there over the three days of the Festival.

How long have you been fundraising for this particular project:

5 years

Have you applied for a grant from Redruth Town Council before? If so, when did you apply and how much were you awarded?

No

Please attach your last set of annual accounts to this application. If you are unable to provide this information, please tell us why

Enclosed together with up-to-date financial statement

Name of payee: THE JOHN HARRIS SOCIETY
(this must be a group or association and cannot be an individual)

Please write here anything else you wish to say about your application:

We are delighted to have secured Dr Tamsin Spargo, a Redruth resident, as our keynote speaker on the opening day.

We would thank the Town Council for considering our application.

Declaration

We declare that to the best of our knowledge the information we have provided on this application form is correct and the grant will be used for the purposes stated

Signature:

Signature:

JOHN HARRIS SOCIETY

STATEMENT OF ACCOUNTS YEAR ENDING 31ST DECEMBER 2020

EXPENDITURE

AGM expenses	30.00
Newsletter Expenses	36.00
Stamps,	42.18
Insurance	140.00
Troon Methodist Church (storage)	20.00
Alliance Lit.Societies	10.00
Blackwood House	15.00

Total Expenditure	<u>293.18 ✓</u>
Balance at 31 st Dec 2020	262.49 ✓
	<u>555.67 ✓</u>

INCOME

Subscriptions	144.00
Donations	27.00
Book Sales	30.00

Total Income	<u>201.00 ✓</u>
Balance at 31.12.19	354.67 ✓
	<u>555.67</u>

JOHN HARRIS SOCIETY FESTIVAL A/c YEAR ENDING 31ST December 2020

Falmouth Hotel 130.00. ✓

Donations 73.00 ✓
Sponsorship[925.00 ✓

Balance at 31.12.20 2,336.40 ✓

Balance 31.12.19 1,468.40 ✓

2,466.40 ✓

2,466.40 ✓

JHS FESTIVAL a/c YE1 EXPENDITURE

DATE
2020

March 13 Falmouth Hotel 002 130.00

2336

130.00

2336

FESTIVAL a/c BALANCE SHEET YEAR ENDING 31.12.20

EXPENDITURE

FALMOUTH HOTEL

130.00

130.00

BALANCE at 31.12.20

2336.40

2466.40

INCOME

DONATIONS

7300

SPONSORSHIP

928.00

998.00

BAL at 31.12.19

1468.40

2466.40

I have examined the enclosed accounts and receipts of the John Harris Society and confirm that they reflect financial position of the Society.

[Signature]
10 May 2021

2336 40

SHEET YEAR ENDING 31.12.20

OME

CTIONS	7300
SHIP	92800
	<u>99800</u>
31.12.19	146840
	<u>246640</u>

I accounts and receipts
confirm that they reflect do

[Signature]
10 May 2021

2 BROWN COOKS BIRTH	5000		5000	5000
9 P. BACKGARD SHIP	10000		10000	10000
13 REV. C. S. SHERT CH	5000		5000	
13 J. S. WILLIAMS (VER	10000		10000	
14 EDWARDS-COLLINS CHS	2500		2500	17500
APR 2 D. WILLIAMS F. GY	10000		10000	10000
JUN 12 R. E. WATKINS CH	2000	2000		2000
	<u>99800</u>	<u>7300</u>	<u>92800</u>	<u>246640</u>
GENERAL BALANCE SHEET YEAR ENDING 31.12.20				

EXPENDITURE

AGM Exp.	3000
NEWSLETTERS	3600
STAMPS	4218
TRAM MCH. STORAGE	2000
INSURANCE	14000
ALLIANCE OF	
LITERACY SOCIETIES	1000
BLACKWOOD HOUSE	
(in mem. of	
Mrs. E. Parsons	1500
	<u>29318</u>
BALANCE 31.12.20	<u>26249</u>
	<u>55567</u>

INCOME

SUBSCRIPTIONS	14400
DONATIONS	2700
BOOK SALES	3000
	<u>20100</u>
BALANCE 31.12.19	<u>35467</u>
	<u>55567</u>

THE JOHN HARRIS SOCIETY 2021
SUMMARY OF FESTIVAL ACCOUNT

as at 17.11.21

Balance B F 01.01.21	2336.40
Redruth Story Group	1206.07
Anonymous	1000.00
Family responses	340.00
Attendees' responses x 9	450.00
Donation	10.00

Postage	22.64
---------	-------

5342.47

22.64

Balance in hand

5319.83

5342.47

5342.47

SUMMARY OF GENERAL ACCOUNT 2021

A as at 17.11.21

Balance B F 01.01.21	262.49
Subscriptions	196.00
Donations	43.00

Postage stamps	50.82
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Insurance	140.00
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Alli. Of Lit. Societies	10.00
-------------------------	-------

200.82

Balance in hand

300.67

501.49

501.49

GRANT APPLICATION FORM

Name of Organisation:

Organisation type
(Please circle one option)

Community Group

Registered Charity

Voluntary
Organisation

Statutory Agency

Give the name and status of two representatives authorised to make the application:

Name: Holly Whitelaw

Name: Kellie Odgers-Brown

Address

Address

Tel No:

Tel No:

Email address:

Email address:

Position Held: Founder, Coordinator

Position Held: Coordinator, Mid

Please describe the purpose of your organisation and how it benefits communities in the Redruth parish:
Cornwall's gleaning network was set up to work with farmers, volunteers and food projects to collect and distribute surplus field crops, that would otherwise go to waste, to those who need it most.
Since August we have collected over 35 tonnes of fresh, seasonal, local vegetables and distributed it out to over 150 organisations and charities across Cornwall including The elms, Camborne, St Austell, Plymouth Penzance and Newquay food banks, Meals on wheels providers, soup kitchens community cupboards and many more. Gleaning also has environmental benefits by reducing food waste and redistributing locally and saving carbon wastage from food going to landfill.

DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere)

We are asking a number of town councils to contribute towards a vehicle fund, that will help buy us two second hand 4x4 vehicles and 2 trailers that will help us access the fields over the coming winter months and into the future.

Please give a detailed breakdown of the costs of your project/activity

£2000 one second hand 4x4 vehicle
£2000 one second hand 4x4 vehicle
£1000 one towable flatbed trailer
£1000 one towable flatbed trailer

Estimated start and end date for the project/activity: December 2021

Please tell us how you will fund your project/activity, giving details of any funding already secured or applications made:

Applications made to local town councils to include;
Hayle, Camborne, St Ives, Penzance, Launceston, Callington, Saltash, Plymouth, Falmouth, Helston, Liskeard, Newquay, Truro.
We hope to add these to our live Crowdfunder to help us achieve our total of £6000. The live fund currently stands at £1270

Grant requested from Redruth Town Council:

200

How do you know there is a local need for your project/activity? Please give recent evidence.

We fulfill weekly orders from several local projects including The Elms centre in Redruth. As word goes out about the projects, the orders increase and we are having to grow our volunteer network in order to keep up with demand.

Who and how many people in the Redruth Parish will benefit from your project/activity?

We estimate that we provide fresh vegetables that go into food boxes and meals for upwards of 500 individual people per week. We have so far harvested over 35 tonnes of fresh food. Here is a quote from one of our recipients;

'YOU ARE THE VERY BEST you don't realise maybe that you are reducing the cost of DISC Newquay every time you do this. You are helping us to get healthy meals out to so many including the elderly and people with cancer and other debilitating illnesses. Our meals are totalling 330.000 since Covid started and of course it's not cheap to do this. Now you're contributing to all of this so a massive thank you from all of us'

How long have you been fundraising for this particular project:

Since our Crowdfunder went live on 07/10/2021

Have you applied for a grant from Redruth Town Council before? If so, when did you apply and how much were you awarded? No

Please attach your last set of annual accounts to this application. If you are unable to provide this information, please tell us why

Name of payee: Holly Whitelaw, Regenerative food and farming
(this must be a group or association and cannot be an individual)

Please write here anything else you wish to say about your application:

Should you be generous enough to help us with this funding, we will of course happily put your town council's logo up on our social media and website pages! Should you wish to visit any of these to see more about what we do then please look here;
<https://gleaningcornwall.org.uk/>

Declaration

We declare that to the best of our knowledge the information we have provided on this application form is correct and the grant will be used for the purposes stated

Signature:

Holly Whitelaw

Signature:

HOLLY WHITELOW

**Income and expenditure for 2021 Gleaning Cornwall Network (part of
Regenerative Food and Farming CIC).**

Income- Grants

Feb - Global Feedback	£901
March - Global Feedback	£1,089.06
Aug - Feeding Britain	£3,624.90
Oct - Live West	£500
Oct - Feeding Britain	£3,115
Nov – Feeding Britain	£3,258
<u>TOTAL INCOME TO DATE -</u>	<u>£12,487.96</u>

Expenditure-

Feb - Feb - Insurance -	£101
Feb - April - Staff (including travel) costs -	£910.45
Feb - April - Tools & Equipment -	£983.71
Aug - Job advert -	£184.71
Sept – Computer maintenance -	£150
Sept – Website hosting -	£28.66
Sep- Nov 17 th - Staff (including travel) costs -	£4,879.55
Sept - Nov 17 th - Equipment -	£1,818.68
Nov – Training, room hire & refreshments -	£634.20
<u>TOTAL EXPENDITURE TO DATE -</u>	<u>£9,690.96</u>

BALANCE - £2,797.70 (to cover staff costs for Nov/Dec)

NOTE- The CIC was incorporated in Jan 2020 but we have recently filed dormant accounts for the first year as we had no income or expenditure. We did however create regenerativefoodandfarming.co.uk

It is expected that Staff costs will increase now we have a total of 7 paid gleaning coordinators. We started in September with 3 and have recently been awarded nearly £10K by the Lottery which will help our work continue in 2022 but not for needed vehicles.