

**REDRUTH TOWN  
COUNCIL**



**CONSEL AN DRE  
RESRUDH**

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:*  
1<sup>st</sup> February 2023

See Distribution

Dear Councillor

**Meeting of the Engagement Committee – 6th February 2023**

You are summoned to attend a Meeting of the Redruth Town Council Engagement Committee which will be held in the Langman Room, Redruth Civic Centre, Alma Place, on Monday 6<sup>th</sup> February 2023, commencing at 7:00 p.m.

The Agenda and associated documentation is attached for your information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'PB', with a long horizontal line extending to the right.

Peter Bennett  
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr S Barnes  
Cllr H Biscoe  
Cllr Mrs A Biscoe  
Cllr P Broad  
Cllr M Brown  
Cllr L Collins  
Cllr B Craze

Cllr C Garrick  
Cllr Ms D Reeve  
Cllr I Thomas  
Cllr M McEvoy

Information:

All other Town Councillors  
Cornwall Council Members  
Redruth & District Chamber of Commerce  
Press & Public

**Redruth Town Council**  
**Engagement Committee Meeting – 6<sup>th</sup> February 2023**

**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 receive a presentation regarding the new Redruth Book Festival
7. To confirm the minutes of the meeting of:
  - 6.1 the Engagement Committee held on 5<sup>th</sup> December 2022. [Minutes attached]
8. Town Clerks Report. [Nothing to report at time of publication]
9. To receive correspondence. [None at time of publication]
10. To receive update from President of Redruth & District Chamber of Commerce on the work of the Chamber [See report attached]
11. Report on proposal for an Interim Engagement Committee meeting to be added to the calendar. [See report attached]
11. Reports from Members/Officers:
  - 11.1 Report from the Engagement Officer on her department's work to date. [See report attached]
  - 11.2 Report on the work of the Community Projects Manager on her work to date and ongoing projects. [See report attached]
  - 11.3 Report on the work of the Library from the Library & Information Service Team Leader. [See report attached]
12. Update from Climate Working Group. [Chairman]
13. To consider a request for financial assistance from Redruth Book Festival
14. To exclude the press and public from the meeting for the following item of business as their presence would be prejudicial to the public interest by virtue of the confidential nature of the subject matter (sensitive and confidential matters), and on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12[A] of the 1972 Local Government Act.

**PART II – PRIVATE SESSION**

14. To agree the text of a proposed letter to Goldentree Productions Ltd for in-kind support for Hellfire Kernow



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT  
Tel No: 01209-210038 e-mail: [admin@redruth-tc.gov.uk](mailto: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 Engagement Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 5th December 2022

Present: Cllr Ms D Reeve Chair  
Cllr L Collins  
Cllr S Barnes  
Cllr M Brown  
Cllr A Biscoe (until point mentioned)  
Cllr H Biscoe (until point mentioned)  
Cllr B Craze  
Cllr C Garrick  
Cllr M McEvoy  
Cllr I Thomas

In attendance: Mr P Bennett Town Clerk  
Ms S White Engagement Officer  
Ms J Sandiford Community Projects Manager  
Mrs C Waterhouse Library & Information Service Team Leader  
Ms C Coomber Administration Assistant  
Mr M Hernandez President of Redruth & District Chamber of Commerce  
Mr AJ Singh Local Businessman

PART I – PUBLIC SESSION

**1501.1 To receive apologies for absence.**

Apologies were received from Cllr M Brown & Skinner (other commitments) Cllr Broad (Work commitments)

**1501.2 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.

**1501.3 To Suspend Standing Orders to allow the public to speak.**

Unanimously RESOLVED to Suspend Standing orders to allow the public to speak. [Proposed Cllr Biscoe; Seconded Cllr Garrick]

**1501.4 To allow the Public to put questions to the Committee relating to any items on this agenda.**

The Chair invited Mr Singh to speak. Mr Singh introduced himself as a local business owner and raised questions over this year's Christmas lights. He asked why as a local business, he had not been approached to contribute to the Christmas Lights, as in his opinion "there should have been more lights for the amount of money spent". Mr Singh offered to make a

contribution to the lights next year. Mr Singh also wished to ask the Council what was being done about the anti-social behaviour in town. He has experienced issues with his elderly customers not wanting to leave his shop on occasions. He asked who he needed to speak with. Cllr Reeve advised Mr Singh that the Police had attended the recent Full council meeting, providing members with information about their position on anti-social behaviour. Cllr Reeve also advised Mr Singh that the Police are holding Monthly surgeries in the library, enabling the public to raise any issues. Mr Singh was recommended to report any anti-social behaviour to the Police or call 101. Cllr Barnes thanked Mr Singh for bringing the matters to the Councils attention. The Engagement Officer offered to provide information around the DISC APP advising that it was a way of businesses being able to work together to tackle ASB in the Town. Cllr Reeve advised Mr Singh that Redruth Town Council are in the first year of a contract with a new company providing the Christmas lights for the town, and that there was an agenda item for discussion later in the meeting regarding the Christmas lights.

The Engagement officer confirmed that she would arrange for event guides to be dropped to Mr Singh to pass on to his customers.

**1501.5 To reinstate the Standing Orders**

Unanimously RESOLVED to reinstate Standing orders. [Proposed Cllr Mrs Biscoe; Seconded Cllr McEvoy]

**1501.6 To confirm the Minutes of the Meeting of the Engagement Committee held on 3rd October 2022**

1501.6.1 Resolved by the MAJORITY that the Minutes of the Engagement Committee Meeting held on 3<sup>rd</sup> October 2022 be accepted as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr Garrick] Cllrs Craze, Biscoe & Mrs Biscoe abstained as they had not been present at the meeting. NB Cllr Craze was omitted from the apologies on the aforementioned minutes, this shall be rectified.

**1501.7 Town Clerk's Report**

Nothing to report to this meeting.

**1501.8 To receive correspondence.**

No correspondence had been received.

**1501.9 To receive an update from the President of Redruth & District Chamber of Commerce on the work of the Chamber.**

A report had been circulated prior to the meeting. The President of the Redruth & District Mr Hernandez informed members that the Chamber of Commerce had recently started remote Social Media Training workshops. The Chamber of Commerce are in the process of applying to the Good Growth / Shared Prosperity fund and have recently received a letter advising them to proceed with their application. Mr Hernandez expressed that he was keen to continue to work alongside the Engagement team. Cllr Biscoe asked how many active members the Chamber of Commerce had currently. Mr Hernandez advised that membership was currently at 32 members within the Town area. Cllr Garrick asked if the Chamber of Commerce was linked to the Federation of Small Businesses, and the response was no.

Mr Hernandez informed members that he will provide a written report for each Engagement committee meeting going forward.

#### **1501.10.1 Report from the Engagement Officer on her department's work to date**

A report had been circulated prior to the meeting. The Engagement officer further reported that the Local Hero Awards now has two new sponsors, the Chamber of Commerce, and Thurstan Hoskin solicitors. Cllr Garrick asked the Engagement officer if the team were discussing the Coronation and the Festivals with the schools. The Engagement officer confirmed that conversations with the schools would commence in January 2023.

Cllr Reeve asked about the progress of the Destination Redruth Report. The Engagement officer confirmed that there is due to be a presentation shortly, and that the reports will be presented to the Full Council meeting in January. Cllr Thomas asked what would happen with the reallocation of the HAZ fund from the London Inn. The Engagement officer confirmed that the money has been reallocated to the list of projects identified during the previous public consultation and setup process. Cllr Reeve confirmed that there was due to be a HAZ meeting, and any comments from members would be welcome. The report was noted.

#### **1501.10.2 Report from the Community Projects Manager on her work to date and ongoing projects**

A report had been circulated prior to the meeting. In addition to her report the Community Projects Manager reported that the Redruth Roundtable meeting was due to take place on 12<sup>th</sup> January 2023. Councillors suggested that the name of this meeting be amended to be more representative of the groups work. The Community Projects manager commented that she is open to suggestions. Cllr Collins asked the purpose of the Roundtable meeting. The Community projects managers responded that it was an opportunity to sit down with other organisations, to gain feedback, networking, and input for future events. Cllr Collins continued that in his opinion 6-7 weeks prior to an event is not enough time to discuss the event. The Tree Giveaway went really well, and over 1900 trees were given to people to take away and plant. The Christmas Grotto was off to a great start, and the team will be looking to plan a queuing system. The Community Project Manager confirmed that the new blog is live on the website, celebrating small local businesses and will continue monthly. Due to inclement weather conditions the Christmas light switch on had been a low key event but was streamed Live online and had good feedback. Cllr Barnes asked if more posters could be put up around the town advertising events. The Community Projects Manager confirmed that the Engagement team have taken information and posters round to shops and this information also contained a link to the email newsletter. A discussion continued regarding how booklets and brochures were produced in previous years to promote events.

A lengthy discussion on Christmas lights followed the Community Project managers report. Cllr Barnes asked why there were no lights on Bond Street this year. The Community Project Manager commented that this was due to the budget. The team had worked within the budget which had been set. Cllr Reeve suggested that members should have been advised if the budget restrictions meant a different delivery of what had been delivered previously.

The Engagement Officer explained that RTC do not own the lights, they are leased. This includes the erection and retrieval of the lights. All locations where the lights are located need to be checked for health and safety purposes. The Engagement Officer commented that as it is a 3 year contract, it is possible to amend / change the budget /lights for next year. The Engagement Officer confirmed that there had been a number of different options about the lights, the majority was positive feedback, specifically around the sleigh in the Library.

Cllr Reeve asked if there would be a Lantern procession in 2023. The Engagement Officer confirmed that the team were looking at the possibility of holding something indoors, so that the weather will not affect the event.

Cllr Reeve asked if it would be possible to provide more insights on the social media breakdown report. Cllr Collins asked if the team were happy with the additional followers since July 21, and if the team thought the RTC platform could change, possibly more promotion. The Community Projects Manager said that they were happy with the additional followers, and that there would always be peaks and troughs. All of the different platforms including the library all feed into each other.

- 1501.10.2.1 Unanimously RESOLVED to ask the Engagement Team to arrange a sponsorship package available to present to local businesses for the Christmas Lights, and other Town Festival events [Cllr Reeve; Seconded; Cllr Mr Biscoe]

The report was noted.

**1501.10.3 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 reiterated some of the information provided within her report. The report was noted.

**1501.11 Report on Royal Mail Door to Door campaign options for 2023**

A report had been circulated prior to the meeting. This is a proposal to distribute a postcard sized flyer to every household within the parish. The Engagement Officer confirmed that they would visit Royal mail following the deliver to collect any remaining cards. The report was noted.

- 1501.11.1 Unanimously RESOLVED that the Engagement Team should proceed with the Royal Mail Door to Door campaign through Royal Mail. [Proposed Cllr Reeve; Seconded Cllr McEvoy]

*Cllrs Mr & Mrs Biscoe both left at this point of the meeting.*

**1501.12 Report on options for International Mining & Pasty Festival in 2023**

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

Further to the report, the Engagement officer stated that it was intended to grow the IMPF festival and the best way to move forward would be to move the festival to October, with the hope of more support from Schools and supporters, and to fit in with the Lowender Peren. The Community Project manager added that the IMPF would follow a similar format, but that the festivals would be separate and not merged. Cllr McEvoy asked if the Pasty Federation were committed to the event. The Engagement officer confirmed that the Cornwall Pasty Federation would provide the Marquees and making of the pasties. Cllr Reeve commented that the 4 festivals are aligned in the year, moving this festival would create an imbalance. If moved to October to be at the same time as Lowender Peran it may dilute the integrity of both festivals. Cllr Garrick added, that people are still on holiday in September, It would be more difficult to attract visitors in October. A lengthy discussion followed with concerns and ideas between members and the Engagement team around their report and their proposals.

- 1501.12.1 Cllr Barnes proposed that the International Mining & Pasty Festival be moved for one year to see how it is received, commenting that it would be a positive way to boost both Lowender Perran and the IMPF. There was no seconder to this proposal.

- 1501.12.1 Unanimously RESOLVED that the Engagement Team should not move the date of the International Mining & Pasty Festival, and that it remains the second week in September, rejecting the report recommendation [Cllr Reeve; Seconded; Cllr Thomas]

**1501.13 Report on Home Library Service Changes**

A report had been circulated prior to the meeting. The report was noted. Cllr Thomas suggested that those users outside the parish be identified, and a letter be sent to their parish council to request support.

1501.13.1 Resolved by the MAJORITY to support the Home Library Service [Cllr Reeve; Seconded; Cllr McEvoy] Cllr Barnes abstained.

**1501.14 Update from Climate Working Group**

No report as the group had not met. A report will be presented to next Engagement meeting.

**Chairman**



**Redruth and District  
Chamber of Commerce**

**Report to Redruth Town Council  
30 January 2023**

Redruth and District Chamber is currently in the process of submitting a bid to the Good Growth Fund of Cornwall Council for High Street improvements.

We have spoken to the support team at Good Growth and attended several of the webinars and workshops. Our bid will be submitted for the April 3 deadline.

We are also working with the Town Council Engagement Team to roll out the DISC application and bring as many shop keepers on board as possible or who are willing to participate. Keira has done a fantastic job to get the Police signed up and we are working together to set a date for a DISC evening to educate business owners as to the benefits and functionality of the app.

The Chamber website is being redesigned to allow members to add and contribute to the site and provide information and links to their social media and posts.

We will be resuming our digital media workshops in March once Murdoch House has been completed and ready for use.

We are hoping to work with Town Council in preparation for the upcoming festival year beginning with St Pirans Day and especially Murdoch Day as this will be the 31st year that we celebrate Redruth's adopted son. We also will be working with our businesses to contribute and support our festivals and to be more involved especially on the Light switch on evening when they should all be open late.

Kind Regards,

Manny Hernandez  
President  
Redruth and District Chamber of Commerce



## REDRUTH TOWN COUNCIL

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### REPORT FOR: Meeting of Engagement Committee on Monday 6<sup>th</sup> February 2023

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#### 1.0 **SUBJECT OF REPORT: Report on proposal for an additional Interim Engagement Committee Meeting.**

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#### 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 a proposal on the introduction of an additional Interim Engagement Committee meeting to the calendar.

#### 4.0 **REPORT**

##### 4.1 **Proposal**

As we get busier with festivals and events and in order to not delay decision making on key aspects, it has been proposed that an additional Interim Engagement Committee meeting be added to the calendar.

This could be scheduled to start at 6.30pm immediately before the Operations Committee.

It is proposed that the agenda will be shorter than the Engagement Committee meeting and will focus purely on events and festivals. There will be no library update nor correspondence and only one report will be submitted detailing the current planning status for events and festivals. There will be no third party presentations.

It is proposed that this is introduced as a trial from March and is reviewed at the Full Council meeting in May.

##### 4.2 **RECOMMENDATION**

4.3 It is recommended that Members consider whether an Interim Engagement Committee meeting should be added to the calendar.

Sam White – Engagement Officer

## REDRUTH TOWN COUNCIL

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### REPORT FOR: Meeting of Engagement Committee on Monday 6<sup>th</sup> February 2023

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

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#### 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**

I'm very sorry to report that Jenn has handed in her notice and will be leaving the Council towards the end of the month although she has generously offered to work on St Piran's Day. We will be going through a full and detailed exit interview process with her and work to appoint a new CPM will commence in due course.

The Library team is at full strength and Maria has returned from her period of extended leave.

##### 4.2 **Organisation of community events**

###### **Dates for 2023**

- Redruth St Piran's Day – Saturday 4<sup>th</sup> March 2023
- HM King Charles coronation – Saturday 6<sup>th</sup> May 2023
- Murdoch Day – Saturday 17<sup>th</sup> June 2023
- International Mining & Pasty Festival – 8-10<sup>th</sup> September 2023
- Redruth in Lights – Saturday 25<sup>th</sup> November 2023

Other events organised by third parties include:

- Redruth Book Festival – 22<sup>nd</sup> and 23<sup>rd</sup> April 2023

We are supporting and helping the organisers of these events where required and where resource allows.

We have also provided a letter of support to Shallal for their National Lottery Heritage Fund application for their planned Zine project linked to the Passmore Edwards bicentenary.

##### 4.3 **Festivals & Events**

Please see the Community Projects Manager's report for more information on festivals and events, planning for which is already well underway.

We obviously have an extra element of planning now that Jenn won't be around so we will be working hard to ensure we get a good handover from her and build on the planning she has already begun for this year's festival.

#### 4.4 **Save the Date campaign**

The Royal Mail Door to Door Save the Date campaign that was discussed in our last meeting is now live and the postcards are being delivered. We are monitoring analytics on the website landing page and a verbal update will be given at the meeting.

#### 4.5 **Coronation of HM King Charles III**

Some more information has now been provided by Buckingham Palace and NALC about the arrangements for the coronation of the King on Saturday 6<sup>th</sup> May 2023 and for national events for the rest of the weekend.

We are now beginning to formulate a plan as follows:

- Saturday – Town Market and screen in Library showing the ceremony (tbc)
- Sunday – Coronation Town Fete in Victoria Gardens – music, food, games, dog show, bring your own picnic etc.

Plans are being developed and permissions sought before we can confirm the programme for the weekend.

#### 4.6 **Police engagement and liaison**

There was a Police Liaison Group meeting in January chaired by Wayne Hicks who is the new acting Sector Inspector. The usual issues around ASB and attempted car crime were discussed as well as an update given on the day of action that resulted in significant amounts of drugs being seized. Wayne reported that they had still not been able to get Halifax to turn off their free Wi-Fi although of course, since the meeting, the bank has announced its closure.

At the time of writing, the Neighbourhood Beat team have held two surgeries with one more planned. The new Chief Constable visited the Town Council on Wednesday 25<sup>th</sup> January.

I am working with Sgt Stu Flowerday to access funding that would enable a town centre drop in centre to be opened. This proposal was also discussed with the Chief Constable who gave his support.

#### 4.7 **Redruth Local Hero Awards**

We have again had a good response to requests for sponsorship with new sponsors The Inn for All Seasons, Thurstan Hoskin, Keltec Brewery and Engine House Tickets.

The Awards are now open for nominations with the closing date being in early April.

#### 4.8 **The Redruth Recorded Podcast**

We have now published 7 episodes of Redruth Recorded with the most recent, which has a theme around mental health going live on 27<sup>th</sup> January.

Please could I ask you all to subscribe to the podcast or share it with your networks when the next episode is published.

#### 4.9 **Engagement with town centre businesses**

All town centre businesses have now received a 'Save the Date' pack to prepare them for St Piran's Day and beyond. We are also planning a DISC event in partnership with the Redruth & District Chamber of Commerce on Thursday 16<sup>th</sup> February.

#### 4.10 **Marketing of the Town Council's work**

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

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

I am continuing to work towards the CiLCA qualification which is expected to take 6-9 months to achieve. All learning outcomes for Units 1,2 & 4 have now been submitted. I have until June 2023 to complete all learning outcomes.

I have also been fulfilling my responsibilities as part of the Senior Management Team.

4.12 **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.

4.13 **RECOMMENDATION**

4.14 It is recommended that that this reported is noted.

Sam White – Engagement Officer

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

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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 2023**

- St Piran's Festival – 4<sup>th</sup> March
- The Coronation – 6<sup>th</sup> May
- Murdoch Day – 17<sup>th</sup> June
- International Mining and Pasty Festival – 8<sup>th</sup>/9<sup>th</sup>/10<sup>th</sup> September

4.2 **Redruth Festival Discussion**

We held a fantastic Redruth Festival Discussion on Thursday 12<sup>th</sup> January from 5pm until 6.30pm in the St Rumon's Club. We had a brilliant session with 30-40 people involved and received good feedback. Community members came together to share ideas and network. We received feedback on plans for St Piran's Festival, The Kings Coronation, Murdoch Day, International Mining and Pasty Festival and Redruth in Lights. If you would like to see the full notes, we are happy to share.

The dates sessions will be the same format and include feedback for all festivals. Next potential dates; 9<sup>th</sup> March, 22<sup>nd</sup> June, 14<sup>th</sup> September and 30<sup>th</sup> November.

4.3 **St Piran's Festival**

The team is very excited about the St Piran's Festival on Saturday 4<sup>th</sup> March, 10am until 3pm. We have several activities, stalls and music booked for the day including the parade.

The day will begin at 10am with stalls lining the streets and music at the Miner Statue and in Market Hall before the parade musters from 10.30am to begin at 11am. The parade will take the usual route including stopping at the Miner statue for blessings, words and the Trelawny Shout.

We have music from Redruth Town Band, Redruth Festival Band with Tatters Morris, Raffidy Dumitz, Ingleheart Choir, Red River Singers, Raise the Ruth, Bagas Crowd, Maids of Melody and Riverside Singers. We other entertainment with the vintage carousel, MG Collectors, Hotch Potch and of course, St Piran. A day celebrating Cornwall and Spring.

#### 4.4 **Support for Redruth School Prom Fundraising**

Having recently met with a teacher from Redruth School, we have offered them support in fundraising for the school prom through space at future events. If Town Council members are able to support the school in any way or direct them to funds or/and opportunities, that would be great.

#### 4.5 **Community Water Re-fill Station**

The CPIR Climate Action group was previously given a talk from Tina Robinson who started an organisation called Our Only World. The organisation has been working with local companies to build community water re-fill stations. Water re-fill stations are a fantastic way in reducing single use plastic within a community.

The breakdown of costs are as follows (and approximate)

Upfront cost –

Wall mounted unit £1890

Approx £500 to install

Total £2390

Annual cost -

Approx cost of water per year - £50

Annual service cost £100

Total £150

Plus insurance.

If this is something the town council is interested in, I can make contact with Tina.

#### 4.6 **Community Capacity building work**

Nothing to report.

#### 4.7 **Partnership building**

Nothing to report

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

##### **Redruth Record**

The next Redruth Record will be out by the 6<sup>th</sup> of February.

The St Piran's Festival guide will be out by the 10<sup>th</sup> of February.

##### **Social Media**

Our social media presence has been steadily growing since July 2021 which the team is really proud of.

Discover Redruth Facebook – 566 new followers

Redruth Town Council Facebook – 339 new followers

Discover Redruth Instagram – 258 new followers

LinkedIn - 121 followers

We've had some fantastic reach on posts since the beginning of November. The post with the most reach was the team informing our followers of the Christmas light switch-on cancellation. The post reached 5288.

Another extremely positive reach was the second installment of the "Celebrating small businesses" which reached 4243. We think these blogs will continue to be really popular as we celebrate the town.

We also had a huge engagement with our "waking up to snow" post, with a reach of 4399 and a massive 84 comments, most of which were the community sharing their own pictures of their snow scenes.

#### 4.9 **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.

#### 5.0 **RECOMMENDATION**

5.1 That this reported is noted.

Jennifer Sandiford - Community Projects Manager

**REDRUTH TOWN COUNCIL****REPORT FOR: Meeting of Engagement Committee on Monday 6<sup>th</sup> February, 2023****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 | - | No |
| 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 Engagement Committee meeting, I have reviewed two sets of monthly performance data, covering November and December 2022. A summary of all reports is detailed below.

**Performance Report – November 2022**

<b>Activity</b>	<b>Amount</b>	<b>Review</b>
Footfall (people counter)	5,860	Our daily visitors to the building are logged via a footfall counter.
Total no of Books issued per month	7,474	A steady increase in books being issued.
New Borrowers joining the Library	63	A steady number of new borrowers.
Library Enquiries	250	A new report line being generated.
Computer usage	305	A steady rise in daily computer use.
Signposting on behalf of CC	50	Information Service recorded transactions.
Vulnerable	-	A new report line being generated.



**Performance Report – December 2022**

Activity	Amount	Review
Footfall (people counter)	5,461	Our daily visitors to the building are logged via a footfall counter.
Total no of Books issued per month	5,938	December is a quieter month for book issues.
New Borrowers joining the Library	42	A steady number of new borrowers.
Library Enquiries	190	All library enquiries recorded.
Computer usage	250	Recorded daily computer use.
Signposting on behalf of CC	45	Information Service recorded transactions.
Vulnerable	-	A noted increase in vulnerable individuals seeking help and advice.

The table below illustrates our footfall figures over a 12-month period, highlighting how the service was operating. We recorded **63,775** visits to the Library and Information Service – an increase of **3,116** for the same period last report, showing steady growth each month.

Monthly Footfall Figures	Total
January 2022	3,821
February 2022	3,960
March 2022	4,415
April 2022	4,355
May 2022	4,624
June 2022	4,964
July 2022	6,004
August 2022	7,984
September 2022	6,009

October 2022	6,318
November 2022	5,860
December 2022	5,461
<b>Footfall over 12-month period</b>	<b>63,775</b>

#### 4.1 Home Library Service

The Home Library Service was transferred to Redruth Town Council on 1<sup>st</sup> January, 2023. My role is to ensure that the transition from the RVS runs as smoothly as possible in the new year. I am planning to host regular group catch-ups with all volunteers to ensure we are supporting our new volunteers and the contract is being managed efficiently.

I will write an update of service delivery in my next report.

#### 4.2 Warm Space at Redruth Library

Our Winter Support Programme is underway – providing a warm space for those members of our community who may be struggling with the cost-of-living crisis or who might just need some company.

As the table below shows, in December 131 people visited our Warm Space and 12 of those visitors were identified as being vulnerable. So far 144 people have used our Warm Space in January and 3 of them have been identified as being vulnerable.

w/c	December 22		w/c	January 23	
	Weekly Total	Vulnerable		Weekly Total	Vulnerable
05/12/2022	42	6	02/01/2023	24	
12/12/2022	46	4	09/01/2023	43	
19/12/2022	26	2	16/01/2023	37	2
26/12/2022	17	-	23/01/2023	40	1
			30/01/2023	-	-
	<b>131</b>	<b>12</b>		<b>144</b>	<b>3</b>

When any vulnerable visitors are identified, the LIS Team ensure that they are given all the support they need – from signposting to services, needing a Crisis Emergency mobile phone or just being offered a hot drink. The initiative is working extremely well, and visitors have comfortable chairs, access to information and even a jigsaw puzzle table to make them feel more at home.

#### 4.3 **Digital Champion Scheme**

We are the first Library in Cornwall to run a full Digital Champion pilot - a device and connectivity scheme to support digitally excluded customers.

At the library we have started with 2 x laptops, 2 x tablets and 2 x mi-fi devices which customers can plug in to their own devices, giving 12 months unlimited internet access for free.

We aim to support customers that are regular library users to develop digital skills to help them get online, begin to build confidence and have greater access to information. This in turn, increases independence, reduces isolation, can improve health and wellbeing and improve life chances.

People have very different motivations for getting started so we aim to work with customers to tailor make support to their needs, setting goals and working out a learning plan relevant to them. Customers can register for learning modules using the Learn My Wy website and this can be done with as much or as little support as they require. When customers have identified their learning objectives and demonstrated commitment to working through the modules, there is the option for them to loan a laptop or tablet. Ongoing support can be provided to enable the user to get the most of their device.

Each month figures are submitted to the Digital Inclusion team to show the number of customers that have been supported and how. The nominated digital champion will additionally produce 4 case studies a year with examples of how the scheme has particularly benefitted certain customers.

The scheme has been running for approximately one month at Redruth and 11 customers have been supported in that time on the library PCNS's. Additionally, one customer has loaned a mi-fi device and had one to one support with our designated Digital Champion, with another 2 customers booking in for this type of support.

#### 4.4 **Redruth Book Feast 2023**

The first Redruth Book Festival will take place on 22 and 23<sup>rd</sup> April, 2023. Our plan for the library is to host local Children's authors on Saturday 22<sup>nd</sup> April and provide storytelling sessions for free. We will be working with the Redruth Book Feast Committee to ensure that Redruth Library is a key partner in delivering a wonderful Book Festival this year and in the future.

#### 4.5 **Publicity**

The Library's Facebook page now has 1,300 followers – an increase of 100 followers since my last report. Our posts are vibrant, family focused, have an identifiable brand and gives a clear message. We now have our own Instagram account, with complimentary posts running in parallel with our Facebook feeds.

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

Nothing to report.

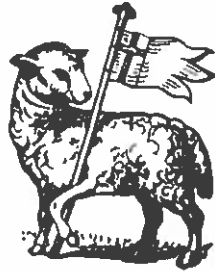
#### 4.7 **CONCLUSION**

We have made an impressive start to the new year and are looking forward to an action-packed February / March. Our school visit slots are filling up, our family crafting activities are all planned for the Spring and watch out as we may have some Aliens in Underpants in the Library on World Book Day!! Additionally, now we are fully staffed, we are able to deliver projects out in the community – an aspiration that we've had for a long time.

#### 4.6 **RECOMMENDATION**

It is recommended that this report be noted.

Claire Waterhouse  
Library and Information Service Team Leader



**REDRUTH TOWN COUNCIL**

## **GRANT APPLICATION FORM**

**APPLICATION FOR GRANTS UNDER  
THE LOCALISM ACT 2011(SECTIONS 1-6)  
TOWARDS THE COST OF A LOCAL PROJECT**

**This Application form should be completed  
And returned to the following address:**

**Redruth Town Council  
Redruth Civic Centre  
Alma Place  
Redruth  
TR15 2AT**

**Or email to: [admin@redruth-tc.gov.uk](mailto:admin@redruth-tc.gov.uk)**

**For further information please contact:**

**Redruth Town Council: 01209-210038**

## **REDRUTH TOWN COUNCIL GRANT APPLICATIONS**

### **CRITERIA FOR CONSIDERING AND AWARDING GRANTS**

- 1. Grant funding should be necessary to go towards a particular project, if it is towards running costs you must include a detailed breakdown of these costs with known income. Council will look for evidence of funds raised/contributed by your organisation towards this application.**
- 2. Grants will not be made towards the costs of repairs or maintenance, except in exceptional circumstances.**
- 3. Grants will not be made retrospectively, i.e. for projects already started or carried out.**
- 4. Applications will only be considered from properly constituted organisations.**
- 5. Applications should normally include recently audited income and expenditure accounts. Failure to provide could result in your application not being considered.**
- 6. Grants which have been approved will only be payable on receipt of an invoice relating to that particular project**
- 7. Applications from organisations that operate in the parish of Redruth, will be given priority. However, organisations operating outside the area, but that make a definite contribution to the parish through their work, will also be considered.**
- 8. Applications will only be considered from organisations open to the public or for which membership is open to all without discrimination.**
- 9. Any applications received from individuals may be considered, however, priority will be given to organisations in the first instance. It is Council policy that applications should incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it, or all or some of its inhabitants in the first instance.**

## GRANT APPLICATION FORM

Name of Organisation: Redruth Book Feast 2023 Committee (presented by Redruth Revival CIC)

Organisation type <small>(Please circle one option)</small>	<input checked="" type="radio"/> <b>Community Group</b>	<input type="radio"/> Registered Charity	<input type="radio"/> Voluntary Organisation	<input type="radio"/> Statutory Agency
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Give the name and status of two representatives authorised to make the application:

Name: Claire Marshall	Name: Joy Salisbury
Address [REDACTED]	Address [REDACTED]
Tel No: [REDACTED]	Tel No: [REDACTED]
Email address	Email address:
Position Held: Treasurer	Position Held: Chair

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

This application is to support the delivery of a pilot Book Festival in Redruth, to take place in April 2023 at the Redruth Drapery.

The organising team comprises four people from Redruth with a shared commitment to the town and with a track record in delivering events and activities. The festival is fully supported by and to be promoted by Redruth Revival CIC.

### 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)

Redruth Book Feast 2023 is a pilot literary festival based around the theme of Home: What does home mean to different people? (a property, a county/country, the planet); what makes a place home? What does it mean to be homeless... which will take place over the weekend of 22/23 April 2023 and coincides with Earth Day.

The festival will primarily feature writers who have national significance but a local connection with Cornwall or the Southwest, with the addition of guest speakers who have a recognised contribution to make to the theme.

There will be a seated dinner on the Saturday night after which our keynote speaker will make a presentation and answer questions.

We are working with local caterers to provide high quality, locally and sustainably sourced meals and refreshments which will give our festival goers nourishment and create opportunities to share food and stories and network/build connections outside of the more formal sessions.

This weekend festival is planned as a 'small but beautifully formed' pilot which will enable us to launch a brand for future and become part of Redruth's calendar which will then attract a broader audience. It will also add to Redruth residents' perception of the town, and we hope will give them a sense of pride of place. It will also help us launch annually held literary festivals within Redruth. It may lead to smaller one-off book-focussed events throughout the year.

This festival will sit alongside the existing cultural activities going on within the town and at the venue. We are working with a range of local businesses and organisations who will be able to offer complementary activities for the festival weekend.

Attendance at the Festival is likely to be around two hundred people, across all sessions and at the dinner on Saturday night. Fringe events within the town, which will run concurrently, are likely to increase those numbers by fifty or more extra people. The venue and variable ticketing structure is designed to allow people to attend even if their income is low. We have budgeted to allow ten discretionary free places should a case be made for this.

We have purposely planned that for our 2023 Redruth Book Festival the pilot will be short and in one location. This is to enable us to present a quality event within a limited time frame. Future festivals are going to be planned on a much broader scale, with multiple venues and over a long period than a weekend. Possibly extending into the communities within the mining villages which surround Redruth.

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

Item or activity	Cost
Artists fees	£1550
Artists expenses	£1950
Venue Fee	£400
Marketing – design, print, advertising	£1075
Access support (BSL, captioning, AV equipment)	£800
Evaluation	£500
Contingency	£475
<b>Total</b>	<b>£6750</b>

Estimated start and end date for the project/activity: 22<sup>nd</sup>-23<sup>rd</sup> April 2023

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

Other sources	Amount	Status
Cornish Lithium	£2000	Application made
FEAST	£1000	Application made
Box office income	£2750	Application made
Requested from Redruth Town Council	£1000	
<b>TOTAL</b>		

Investment in the Redruth Book Feast 2023, will be very good value for money in that it will contribute to the planned development of Redruth as a cultural and literary centre, to complement and enhance the already much more established community which has developed around the visual arts. We are not working in Isolation but see this as part of an overarching plan for a 21st Century Redruth, which is already in progress. We have secured significant sponsorship from a local business, as well as contributions from local authority organisations.

Please advise which other Town and Parish Councils you have approached for funding this project, and the amounts requested:

Not applicable

Grant requested from Redruth Town Council: £1000

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

This year's theme is a very current and pertinent issue in Cornwall, and we hope will attract people who want to be part of that debate.

Results from the Hemingway Design / CT consulting process on branding Redruth, 23.4% of people indicated that in five years time they would like to see Redruth have a reputation for a great place to have a day or night out.

Carn to Cove with support from Redruth Unlimited, has presented 4 events in 4 different venues in the town over the last 2 years, with 2 more planned for 2023. The events (music, theatre, film, storytelling) have been very different in style - designed to appeal to a wide range of audiences, and have been very well received by the different members of the community who have attended. Some audience feedback gathered from The Syrian Baker event last autumn:

*'What an absolutely fabulous evening! The entire thing was wonderful; funny, sad, moving, entertaining and thought provoking. The immersive quality was brilliant and the food element made it even more special.'*

*'Bold and different event in a town without a strong tradition of theatre or obvious venue'*

*'I absolutely loved it and feel it's vital for our communities and general well-being. The Syrian Baker was just the sort of thing I love. Beautiful, brave, intimate story telling'*

The current programme of festivals in the town are very well embedded and supported in the town but there are gaps during the year for additional festival activity to take place and an appetite from residents to support new ideas and innovate approaches as evidenced by the two successful Inland Arts Festivals in 2014 and 2016, and more recently Lowender Peran which took place over multiple locations in town.

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

The festival is designed to appeal to readers and book lovers, book groups and library goers, thinkers and doers and anyone who cares about the issues that affect us today, primarily for residents but will also attract visitors to the town from other communities within Cornwall - who will have come especially to be part of it, and will increase footfall in the town.

The professional writers and speakers have been carefully chosen and the programme curated to appeal to a wide audience, both in terms of age and diversity

Attendance at the Festival is likely to be around two hundred people, across all sessions and at the dinner on Saturday night. Fringe events within the town, which will run concurrently, are likely to increase those numbers by fifty or more extra people.

We plan an extensive communication programme across social media platforms, print media and press & PR, and this will extend the reach of the festival beyond the ticket holding audience. We would aim to create a buzz around and be unavoidable.

How long have you been fundraising for this particular project?

Less than 1 month

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**

As a newly formed community / voluntary group we have no annual accounts. For this pilot festival, Redruth Revival have provided support to an emerging group who will, if successful, set up their own organisation and without the initial help in underwriting, this project would not be possible.

Name of payee: Redruth Revival Community Interest Company  
(This should be a group or association and not an individual)

Account No: [REDACTED]

Sort Code: [REDACTED]

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

In terms of the guest writers and speakers, we have commitment from:

[Tom Cox](#) – Tom lives near St Austell. he became very popular through his books about his cats and is a well-known nature writer. His new novel Villager explores life in a Dartmoor Village and is very pertinent to the conversation about rural West Country living.

[Catrina Davies](#) – had a breakthrough hit with her book 'Homesick - Why I Live In A Shed' about her experience of creating a home for herself on a minimal budget set against a backdrop of holiday homes and impossible rents. She is also a performer.

[Wyl Menmuir](#) – a Porthtowan based writer, who is very integrated with the Writers' Block and university of Falmouth, his first book The Many was set in a Cornish fishing village and was Booker longlisted. His latest book The Draw of the Sea is about the importance of the Sea to our sense of belonging.

[Terry Waite CBE](#) – Humanitarian and Emmaus Ambassador.

We have invited, and hope to soon be able to confirm:

[Natasha Carthew](#) - Undercurrent: A Cornish Memoir of Poverty, Nature and Resilience (Working class Cornish author and poet)

[Raynor Wynn](#) – The Salt Path (Lives in Cornwall; famous for walking SW Coast path when homeless)



And are currently confirming two more writers but are in early stages of negotiation with their agents.

**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: 