

**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 R S Barnes

Town Clerk: P B Bennett

Our Reference:

RTC/400/2/Mtg

Date:

27th September 2023

See Distribution

Dear Councillor

Meeting of the Engagement Committee – 2nd October 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 2nd October 2023, commencing at 7p.m.

The Agenda and associated documentation are 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 C Garrick
Cllr H Biscoe	Cllr D Reeve
Cllr A Biscoe	Cllr I Thomas
Cllr P Broad	Cllr E Smith
Cllr M Brown	Cllr B Craze
Cllr C Skinner	Cllr B Ellenbroek
Cllr R Major	

Information:

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

Redruth Town Council
Engagement Committee Meeting – 2nd October 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. Presentation from Sue Hill on a proposal for creating a new costume for the Town Crier
7. To confirm the minutes of the meeting of:
 - 7.1 the Engagement Committee held on 7th August 2023 [Minutes attached]
8. Town Clerks Report. [See report attached]
9. To receive correspondence. [None at time of publication]
10. To receive a verbal update from President of Redruth & District Chamber of Commerce on the work of the Chamber
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 from the Community Projects Manager on her work to date. [See report attached]
 - 11.3 Verbal update on the work of the Library from the Library & Information Service Team Leader. [Report to follow]
12. Update from Climate Working Group
13. To consider the budget for the Engagement Committee for FY 24/25, and to make recommendations to the Finance Committee. [See budget attached]



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes

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 7th August 2023

Present: Cllr C Garrick
Cllr H Biscoe
Cllr S Barnes
Cllr A Biscoe
Cllr P Broad
Cllr M Brown
Cllr B Ellenbroek
Cllr D Reeve
Cllr C Skinner
Cllr I Thomas

In attendance: Ms Sam White	Engagement Officer (Clerk)
Mrs C Waterhouse	Library & Information Manager
Ms C Coomber	Administration Manager
Miss A Lamming	Acting Community Project Manager
Mr P Bennett	Town Clerk
Mrs H Bardle	Responsible Financial Officer
Mr M Hernandez	President of Redruth Chamber of Commerce

PART I - PUBLIC SESSION

- 1542.1 **To elect a chair of the Committee and if required, a vice chair.**
- 1542.1.2 Unanimously RESOLVED to elect Cllr Garrick as Chair of the Engagement Committee. [Proposed Cllr Barnes; Seconded Cllr A Biscoe.]
- 1542.1.2 RESOLVED by the majority to elect Cllr H Biscoe as Vice Chair of the Engagement Committee. [Proposed Cllr A Biscoe; Seconded Cllr Thomas, Cllr Reeve abstained from the vote].
- 1542.2 **To receive apologies for absence.**
Apologies were received from Cllrs Craze, Major, and Smith (other commitments)
- 1542.3 **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.
- 1542.4 **To confirm the minutes of the meeting of:**
- 1542.4.1 *Engagement Committee held on Monday 5th June 2023*
RESOLVED by the majority that the minutes of the Engagement Committee held on 5th June 2023 be accepted as a true and accurate record of proceedings. [Proposed Cllr

Thomas; Seconded Cllr Brown] Cllrs A Biscoe, H Biscoe, Broad, & Garrick abstained as they had not been present at the meeting.

1542.4.2 *Engagement Committee held on Tuesday 3rd July 2023*

RESOLVED by the majority that the minutes of the Interim Engagement Committee held on 2nd May 2023 be accepted as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr H Biscoe] Cllrs Broad & Garrick abstained as they had not been present at the meeting.

1542.5 **Clerk's Report**

A report had been circulated prior to the meeting.

1522.4 Town Centre Hub.

The update on the Town Centre hub was that that extended outreach provision is taking place in the Town during the summer holidays. Work is still ongoing with investigations on creating the hub very much still work in progress. The Engagement officer confirmed that she will continue to keep members updated. The report was noted

1542.6 **To receive correspondence.**

No correspondence had been received

1542.7 **To receive a verbal update from the President of Redruth & District Chamber of Commerce on the work of the Chamber.**

The President of the Redruth & District Chamber of Commerce Mr Hernandez informed members that there had been a recent meeting of the Chamber of Commerce where they had discussed the possibility of Redruth "Shopping week". The Chamber have set up a Sub-committee to work out the finer details of the possible five events planned over the weekend. Jack Morrison from Feast is assisting with the project. The Chamber are looking to confirm dates and start advertising as soon as possible. Cllr Barnes asked Mr Hernandez if he could give an idea of the types of events. Mr Hernandez confirmed that he will be able to present this information to members as soon as the sub-committee had finalised the details. The verbal report was noted.

1542.8 **The Town Mayor puts the motion that "Interim Engagement Committee meetings no longer continue and that the programme reverts to just a full Engagement Committee meeting every other month as before"**

Cllr Barnes commented that the Engagement team were required to brief members of their work and information relating to upcoming events, commenting that this happens at the bi-monthly Engagement committee meetings. Cllr Thomas noted that the initial request to have interim Engagement committee meetings originated from officer recommendation. The Engagement officer confirmed that in her opinion it would make better use of everyone's time to revert to the bi-monthly meetings, but that all members be encouraged to communicate with the Engagement team if they had any questions in the meantime.

1542.8.1 RESOLVED by the majority that the interim Engagement committee meetings no longer continue and that the programme reverts to just a full Engagement committee meeting every other month as before. [Proposed Cllr Barnes; Seconded Cllr Ellenbroek], Cllr Reeve abstained from the vote

1542.9 **Reports from Officers;**

1542.9.1 **Report from Engagement Officer on her department's work to date.**

A report had been circulated prior to the meeting. In addition to her report the Engagement Officer informed members that Surveys were in the process of being sent out to local

businesses and dropped some at the community centre asking people for their opinions on having a Banking Hub in the town. The Engagement officer confirmed that they are working on the model that Helston Town Council used to present the information to Link. The Engagement officer had recently attended the Police Liaison meeting and an update would be provide at the next full council meeting. The report was noted.

1542.9.2 Report from the Acting Community Projects Manager on her work to date.

A report had been circulated prior to the meeting. In addition to her report the Acting Community Projects manager advised that there would be Skating Sessions taking place at the Skatepark over the summer. These sessions have been advertised on social media. Cllr Garrick asked if there could be a member's relay team for the Pasty festival. The Engagement officer and Acting Community Projects manager said that this was definitely something they would encourage. Cllr Garrick asked how the international links would be reflected. The Acting Community Project manager confirmed that during the international mining and pasty weekend there would be an international food village in Green Lane reflecting the diaspora. The Twinning Associations will also be taking part during the weekend. The report was noted.

1542.9.3 Report on the work of the Library from the Library & Information Service Manager

A comprehensive report had been circulated prior to the meeting. In addition to her report the Library & Information Service Manager asked to draw members attention to the figures contained within her report. The Library and Information service manager confirmed that there has been an excellent response to the summer reading challenge. The target of 518 sign ups had already been exceeded as 533 had signed up to date. The library are looking forward to more activities taking place over the next couple of weeks, specifically The Ready Set Go Redruth Event happening at East End Park on Wednesday 23rd August 2023. The library & information service manager commented that they were planning on doing a lot more outreach with the community and working closely with the Engagement team. The Cornwall Library performance email will be sent out to members for their information monthly. Cllr H Biscoe commented that the footfall figures on report were very interesting, the library & information service manager confirmed that this was taken from the counter over the last 12 months and was very promising. Cllr Ellenbroek commented that she was very pleased that the library was helping provide community support such as the Veterans Hub and Health Watch, commenting that is good the library is supporting the vulnerable in the community. The library and information manager advised members that Volunteer Cornwall would be holding an information sharing day at the end of August, and the Engagement officer advised that the Cornish Language Lessons would be continuing again on a Saturday. Cllr Thomas asked if the library had established a link with the Royal British Legion. The library and information service manager confirmed that this would be something they would investigate further. The report was noted.

1542.10 Report from the Climate working group

Nothing to report as the CWG had not met.

Chair

Redruth Town Council
Engagement Committee
Town Clerks Report
Meeting Date: 2nd October 2023

Min No	Item	Action	Response
1522.4	Town Centre Hub	Work with police & other agencies to improve provision for young people	Extended outreach provision planned over the summer; still working on plan to create a hub

REDRUTH TOWN COUNCIL

REPORT FOR: Meeting of Engagement Committee on Monday 2nd October 2023

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 recruitment process for the Events and Marketing Manager (CPM) has now commenced with a closing date of 2nd October. It is hoped that once that process is completed, we will be able to resolve all the vacancies within the team.

There has been a resignation in the Library team with Caro leaving. We are investigating whether this gives us an opportunity to create an apprenticeship vacancy.

4.2 **Organisation of community events**

Dates for 2023

- Flamm & Shopping Week – 21st & 22nd October
- Lowender – 26th to 29th October
- Remembrance Sunday – Sunday 12th November 2023
- Redruth in Lights – Saturday 25th November 2023
- Festive Saturdays – Saturday 2nd, 9th and 16th December

4.3 **Festivals & Events**

As with the other festivals this year, the International Mining & Pasty Festival was a huge success with a large turnout despite some very hot weather. The Acting CPM report will go into more detail regarding the events and feedback.

We now move onto Remembrance and Redruth in Lights with plans for those events also well advanced. We are also planning for 2024 and securing bookings where appropriate so we get first choice of performers and traders.

4.4 **Redruth Festivals Discussion Groups**

We continue to get useful feedback from these meetings and so will continue to arrange them. Our next one will be in January when we will look forward to 2024.

4.5 **Future Redruth Drop In Day**

This was a very successful event with members of the public and business owners attending during the day to share their ideas and comment on our with regards to the future use of the Fore Street spaces and where Town Council investment should be directed. We are still evaluating the responses and will report back fully at a later date. I am grateful to the Admin team for their support in the run up to the event and on the day – it was a true cross-team joint effort.

4.6 **Redruth in Lights**

Redruth in Lights will begin on 25th November with the lights switch on and continue on the two following Festive Saturdays. The Christmas lights will extend along West End this year and the large sleigh and reindeer installation will be hosted at Kresen Kernow. The grotto will be at the Community Centre.

We are planning for a lantern parade along Fore Street before the lights are switched on and will again be accompanied by the Redruth Wassail, The Carol Choir and the Mummers' Play. The CPM report will contain more information on this event. Wet weather alternatives are being planned.

4.7 **Community Ownership Fund**

The first bidding window has now opened and we have been invited to apply for the full grant. However Mel Martin has not yet heard back from her application to the Community Capacity Fund for architect and energy consultant fees and until that is in place, we are not in a position to apply for the full funding. We will be able to apply at the next bidding window.

4.8 **Banking Hub**

Having requested that Link review our application following the closure of the post office, we were invited to apply again submitted more information. This has been done and we are now expecting a visit from the Head of Commercial Initiatives at Link to tour the town, understand the issues and see the options available for a banking hub. A further verbal update will be given in the meeting.

4.9 **Signage**

The final part of the HSHAZ project is to update the signage around the town so Tamsin Daniel and I are working on a project that will:

- Replace the town map signs outside the station, in Flowerpot Chapel car park and in New Cut Car park
- Update the fingerposts as required and redirect those that are correct but pointing in the wrong direction – at the corner of Alma Place and outside Warrens (the one at Cross Street is correct and doesn't need replacing).

We are currently gathering quotes and as soon as we are able to commission the work, the design ideas will be brought to Council for approval. It is hoped that the new signs will be in place by the New Year.

4.10 **Telephone Box**

Full restoration of the phone box is now complete and it is secured back in its position outside the London Inn. We are planning an initial conversion to a book swap until its final use is decided.

4.11 **Police engagement and liaison**

We are very grateful for the support we have had from the Neighbourhood Beat Team during the festivals this year and especially the support we received at the Pasty Festival when dealing with a disturbance.

There have been regular Police Liaison Group meetings where issues around ASB etc have been discussed.

We are still waiting to hear the outcome of the Safer Streets funding but are moving forward with the plan for a shared ASB Officer and new CCTV provision nevertheless.

4.12 **Parking at Lemin's Court**

We are still pursuing a solution to this issue although there is no clear route forward. The closure of Wilkos does complicate things somewhat but I will continue to liaise with Helen Kneale to bring the parties together to seek a solution.

4.13 **Engagement with town centre businesses**

All businesses were contacted in the run up to the International Mining & Pasty Festival with information on plans for the day. Helen has attended Redruth & District Chamber of Commerce meetings where possible and we are supporting the development of the Shopping Week idea.

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

I have now completed my CiLCA and have passed all Units. I am just awaiting my certificate to confirm.

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

4.15 **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.

4.16 **RECOMMENDATION**

4.17 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 Acting 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 Acting Community Projects Manager since the beginning of the contract of employment.

4.0 **REPORT**

4.1 **Organisation of community events**

Dates for 2023

- Fun Palaces -7th/8th October
- Spooky Redruth 23rd – 27th October
- Flamm – 21st & 22nd October
- Lowender – 26th to 29th October
- Remembrance Sunday 12th November
- Redruth in Lights 25th November
- Festive Saturdays 2nd/9th December *tbc

4.2 **Redruth Festival Discussion**

We held our fourth Redruth Festival Discussion on Thursday 21st September from 5pm until 6.30pm in the St Rumon's Club. We had a good session with a nice presence from Redruth Town Councillors and some community events organisers. We discussed ways to collaborate in Redruth at Christmas with the community.

The next meeting date will be: Thursday 18th January 2024.

4.3 **The International Mining and Pasty Festival 8/9/10 September 2023**

The International Mining and Pasty Festival (IMPF) took place over the weekend of 8/9/10th September and was a great success.

With guidance from Cllr Henry Biscoe, the bunting was reinstated after a couple of years break and the feedback has been positive, it made the town look brighter combined with the town flags. We hope to continue with the bunting for next years festivals.

Miners Day fell on Friday 8th September- we organised a storytelling walk from the Miner Statue to Wheal Uny Mines lead by Cobweb Tours, 61 people took part in the walk. At the mines there were dances from the Morris Miners, music from the Redruth Festival Band and more storytelling, we did a rough headcount of around 100 people at the site. We had attendance from local miners who spoke to the audience and individually, sharing their experiences of mining. The evening culminated with the two chimney stacks being smoked in red and black smoke, red to signify Redruth and the colour of tin (using non-toxic cloud smoke). There were people watching from the roadside, Carn Brea and Carn Marth, we felt the event was a great success and had a fair bit of coverage in the local press. We have plans to build on this in the years to follow.

Pasty day took place on Saturday 9th, there was a great feeling on the day with the sun shining, the streets were lined with stalls and we trialled the food village on Green Lane. We also held the first Pasty Relay Championship and have some ideas for how to build on this next time. The Cornish Pasty Association and Rowes Bakers kindly sponsored the festival and provided some excellent prizes for the relay and pasty competitions. The day saw lots of musical performances, dances, workshops and street entertainment.

The Fun Day at Victoria Park on Sunday 10th saw many families and friends come out and enjoyed a relaxed day at the park with music, games and stalls, the dog show was hugely popular and raised money for K9 Crusaders. We have received a lot of positive feedback from the festival and know the areas to build on for next year.

4.4 Spooky Redruth

We have been working on a schedule of activities for the community to fall in the half term week in the run up to Halloween, there will be five days of activities in Redruth Library to include workshops that are free to attend.

4.5 Rediscover Redruth Trail

Following the success of the first town trail – Tolgus Tracks, launched in February 2022, we have published the Rediscover Redruth Trail and received great feedback so far.

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

Fun Palaces

This takes place over the next market weekend (8th October), we have been working with Feast and Krowji and have created a Fun Palaces map highlighting the 10 Fun Palaces taking place.

Remembrance Parade

We have met with the Redruth branch of the Royal British Legion and plans are underway for the parade and service on Sunday 12th November.

Christmas events

We have been meeting with community groups and partners and are planning for the Christmas light switch on event for November 25th. We are working towards a children's lantern parade with a wet weather alternative plan, a full street market, the Wassail and other entertainment. We are also planning for the Grotto to be at the Community Centre and exploring options to continue with the Festive Saturdays in December.

Redruth Record

The latest Redruth Record (autumn issue) has been published and is being distributed.

The Christmas Festival guide will be released on November 8th.

Social Media

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

Discover Redruth Facebook – 828 new followers (Total 5,541)

Redruth Town Council Facebook – 584 new followers (Total 1,136)

Discover Redruth Instagram – 402 new followers (Total 2,088)

LinkedIn – 156 new followers (Total 169)

We've had some fantastic engagement on posts in the last year. The posts with the most reach and engagement in the last 90 days were the ones about the bunting being back, and the build up to the Mining and Pasty Festival on the first day of the festival. These posts had a reach (individually) of 24,648 with 211 organic interactions.

Discover Redruth website

The Discover Redruth website is growing in page visits and new users, year on year and especially around festival times. In September, there were 4,048 page views – a 46.64% increase from 2022 and 1,664 users on the site.

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

4.9 That this reported is noted.

Alice Lamming - Acting Community Projects Manager

Redruth Town Council
Engagement Committee Budget 2024-25

102	General Ac	4214	Newspapers	500	500
		4216	Volunteer Support Fund	500	500
		4217	Lib Events & Activities	750	1500
				1750	2500
201	Christmas	4220	Miscellaneous Expenses	0	
		4304	Christmas Lights	20290	23009
		4305	Christmas Events	5000	8000
		4404	Marketing/Advertising	0	1000
				25290	32009
202	Other Ever	4311	Markets Support	500	600
		4312	Summer Events	2500	1000
		4314	Lowender Perran	500	0
		4315	Coronation	5000	0
		4313	Seasonal Events	2000	1000
		NEW	Awards	0	500
		NEW	Town Crier Uniform	0	3000
				10500	6100
203	Administra	4715	Town Website	1400	1400
		4716	Remembrance	1000	1000
		4718	Town Guide	6500	6750
		4720	Plastic Champion	500	0
		4723	Podcast	1500	1500
		4724	Home Lib Service	500	100
		NEW	Town Hub	0	20000

			11400	30750
204	RIM&PF	Overall	11895	13000
205	Murdoch	Overall	11205	13000
206	St Piran's festival	Overall	4875	6000
210	4514	CCTV Monitoring	9900	16000
	4515	CCTV R&M	5500	6000
	4516	CCTV Capital	0	0
			15400	22000
	Engagement Committee Total		92315	125359