



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: Ms C Caldwell

See Distribution

Date:
17th April 2024

Dear Councillor

Finance Committee Meeting – 22nd April 2024

You are summoned to attend a Meeting of the Redruth Town Council Finance Committee to be held in the Langman Room, Redruth Civic Centre, Alma Place, on Monday 22nd April 2024, commencing at 7pm.

The Agenda and associated papers are enclosed for your reference and information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Caldwell', followed by a long horizontal flourish.

Ms C Caldwell

Town Clerk

Enclosures:
Agenda and associated documentation

Distribution:

Action:

Cllr Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr Brown
Cllr Craze
Cllr Garrick
Cllr Thomas
Cllr Tremayne

Information:

All other Town Councillors
Press & Public

Redruth Town Council
Finance Committee Meeting – 22nd April 2024
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 allow the public to put questions to the Council on any item on this agenda.
4. To confirm the Minutes of the meeting of the Finance Committee held on 20th February 2024. [Minutes attached]
5. To receive a Report from the Responsible Finance Officer [See report attached]
6. To review the Income and Expenditure for the period ended 31st March 2024. [See schedule attached]
7. To consider Proposed Movements to the Ear-Marked Reserves for the year ended 31 March 2024 [see report attached]
8. To receive the Internal Audit Report for Q3 2023-24 [see report attached]
9. To consider a review and relaunch of the Grants Application process [see report attached]
10. To further consider Market Way rent levels during the prolonged period of the Buttermarket closure [see report attached]
11. 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 R S Barnes

Minutes of a Meeting of the Redruth Town Council Finance Committee held at Redruth Civic Centre, Alma Place, Redruth on Tuesday 20th February 2024

Present: Cllr S Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr B Craze
Cllr I Thomas
Cllr W Tremayne

Chair

In attendance: Mrs H Bardle
Mrs J Pelham-Wales
Ms J Driver
Ms C Marshall

Responsible Finance Officer
Administration Assistant
Local Resident
Local Resident

PART I - PUBLIC SESSION

1569.1 To receive apologies for absence

Apologies were received from Cllr Brown (unwell), Cllr Garrick (other commitments) and Cllr Tremayne who would be late. Cllr Tremayne arrived at 7.10pm.

1569.2 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.

1569.3 To suspend standing orders to allow the public to speak.

1569.3.1 Unanimously RESOLVED to suspend Standing Orders to allow the public to speak

[Proposed Cllr Barnes; Seconded Cllr Craze].

1569.4 To allow the public to put questions to the Council on any matters relating to this Agenda

1569.4.1 Ms Driver introduced herself along with Ms Marshall as Directors of the Redruth Book Feast. Ms Driver gave a verbal presentation and spoke in support of the application for financial assistance for Redruth Book Feast 2024. Ms Driver outlined plans to increase the number of participants attending the 2024 event, including school visits on a Friday morning and the use of different premises around town. Ms Driver advised that Bill Buckley would be the keynote speaker and thanked Councillors for their time.

1569.5 To reinstate Standing Orders

1569.5.1 Unanimously RESOLVED to reinstate Standing Orders [Proposed Cllr Barnes; Seconded Cllr Craze].

1569.6 To confirm the Minutes of the Meeting of the Finance Committee held on 11th December 2023

The Responsible Finance Officer followed up on a question raised by Councillors at the previous meeting and advised that efforts to recruit a replacement School Crossing Patrol on the retirement of the previous incumbent had been unsuccessful.

1569.6.1 RESOLVED by Majority to accept the Minutes of the Meeting of the Finance Committee held on 11th December 2023 as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr H Biscoe]. Cllr Tremayne abstained as he had not been present at the meeting.

1569.7 To receive a report from the Responsible Finance Officer

A report had been circulated prior to the meeting. There was some discussion regarding the Chamber of Commerce outstanding balance. The Responsible Finance Officer would continue to communicate with the Treasurer and advise a deadline of 31st March 2024 for outstanding invoices to be paid. This would include an invoice to be raised on 21st February 2024.

1569.7.1 Unanimously RESOLVED that the report be noted. [Proposed Cllr H Biscoe; Seconded Cllr Thomas].

1569.8 To review the Income and Expenditure for the period ended 31st January 2024

A report had been circulated prior to the meeting. The Responsible Finance Officer reported that the Council was on target to remain within budget for the Financial Year 2023/2024. She also asked for comments regarding the change in format.

1569.8.1 Unanimously RESOLVED that the report be noted. [Proposed Cllr H Biscoe; Seconded Cllr Thomas].

1569.9 To review the Town Council's Risk Assessment of Financial Management

A report had been circulated prior to the meeting. The Responsible Finance Officer reported that an Asset Register was in progress with the aim of a report being available at the next meeting of the Committee.

The Responsible Finance Officer recommended that the Risk Assessment be approved but that it would be reviewed in the new financial year when the new Town Clerk was in post.

1569.9.1 Unanimously RESOLVED that the Risk Assessment of Financial Management is approved [Proposed Cllr H Biscoe; Seconded Cllr Thomas].

1569.10 To review the effectiveness of our system of Internal Controls

A report had been circulated prior to the meeting. The Responsible Finance Officer recommended that the Internal Control Documents be approved and that they be reviewed again in the new financial year when the new Town Clerk was in post.

1569.10.1 Unanimously RESOLVED that the Internal Controls schedule is approved [Proposed Cllr H Biscoe; Seconded Cllr Thomas].

1569.11 To receive an update on the submission of the Annual Return for 2023 for the Trewirgie Playing Fields Charity

A report had been circulated prior to the meeting.

The Responsible Finance Officer reported that the annual return to the Charity Commission for 2023 was submitted on time and that the income for the year was £479.00. The Responsible Finance Officer also reported that steps were being taken to open a separate bank account in the name of the Trust, as recommended by the external auditor.

The report was noted.

1569.12 To arrange dates for the Internal Audit for Q3 and Q4 FY 2023-2024.

Cllr A Biscoe and Cllr Thomas would carry out the Internal Audit for Q3 on 14th March 2024.

Cllrs Craze and Tremayne would carry out the Internal Audit for Q4 on a date to be arranged.

1569.13 To consider requests for financial assistance.

1569.13.1 The requests for financial assistance were considered and decisions made as per Annex A to these minutes.

Chairman

| Budget 2023-2024: £8,000 | | Allocated to date: £4,000 | Balance available: £4,000 | |
|--------------------------|---|---|---|-------------------------------------|
| No | Applicant | Amount Requested/Purpose | Recommendation | Previous Awards |
| 1. | Troubadour Stageworks | £950 towards performances in St Rumon's Garden and workshops held in Spring 2024 | Unanimously RESOLVED that the RFO requests additional information regarding anticipated numbers and performances before a decision is made [Proposed Cllr Barnes, Seconded Cllr H Biscoe] | £1,000 in 2021 – UK Prosperity Fund |
| 2. | Redruth Book Feast 2024 | £1,000 towards the 2024 festival | Unanimously RESOLVED that this donation is paid in full, and that applications in future years would be considered on their merit [Proposed Cllr A Biscoe, Seconded Cllr Thomas] | £1,000 in 2023 |
| 3. | Gwennap Pit | £1,000 towards the replacement of doors and windows and upgrading kitchen and toilet facilities | RESOLVED by majority that a donation of £250 should be paid [Proposed Cllr Barnes, Seconded Cllr A Biscoe] Cllr Tremayne abstained. Cllr Thomas voted against. | Nil |
| 4. | Cornwall International Male Choral Festival | £500 towards the support of visiting youth choirs | Unanimously RESOLVED that a donation of £250 should be paid [Proposed Cllr Barnes, Seconded Cllr Tremayne] | £250 in 2022 and 2019 (£500 total) |

1.0 **SUBJECT OF REPORT: To update the committee on the work of the Responsible Finance Officer**

2.0 **SUMMARY OF IMPLICATIONS**

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

3.0 **TERMS OF REFERENCE**

3.1 To inform the committee about work carried out by the RFO since the last meeting.

4.0 **REPORT**

4.1 **Management Reporting**

I have continued to develop the management reporting and will begin presenting SMT with a monthly pack containing income and expenditure against budget, reconciled bank balances and cash flow forecasts. The Finance Committee will receive the same information at subsequent meetings.

4.2 **Year-end 2024, and AGAR preparation**

I have contacted our internal auditor, Steve Hudson. Before the committee meeting, I will have sent him the information needed to complete his audit work for 2023/24. I will report to the meeting whether there will be time for the AGAR to be presented to the Full Council meeting on 29th April 2024, or whether it will be presented in May.

4.3 **Credit Control**

I am pleased to report that all monies due from the Chamber of Commerce have been paid, including the sponsorship of the Local Hero Awards for 2024. Thank you to Cllr Barnes and Sam White who have been instrumental in collecting this.

4.4 **Fixed Asset Register update**

A draft asset register has been prepared, listing the description and location of all equipment and other assets owned by the Council. I still need to review it to ensure all property, street furniture and other assets are included. The insurance renewal date is 1st June 2024, and I will ensure that all items are fully covered by our insurance policy, where appropriate. I will report progress at the next Committee meeting.

4.5 **Professional Development**

I have just started the online training for the FILCA qualification. I'm also part of the new 'Bid Team' to seek and apply for grants and other funding. This isn't something I've done before so I'm keen to learn more about it.

5.0 **RECOMMENDATION**

It is recommended that this report is noted.

Helen Bardle – Responsible Finance Officer

**Redruth Town Council
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March 2024

| | Actuals to date | 2023-24 Full-Year Budget | Balance to spend / (overspent) |
|---------------------------------|------------------|--------------------------|--------------------------------|
| | £ | £ | £ |
| INCOME | | | |
| Precept | 1,045,261 | 1,045,261 | 0 |
| Interest received | 21,320 | | 21,320 |
| TOTAL INCOME | 1,066,581 | 1,045,261 | 21,320 |
| EXPENDITURE | | | |
| STAFFING | | | |
| Salaries and on-costs | 649,616 | 713,352 | 63,736 |
| Other employment costs | 22,989 | 17,920 | (5,069) |
| Total Staffing Costs | 672,605 | 731,272 | 58,667 |
| OPERATIONS | | | |
| Facilities Team | 37,556 | 58,244 | 20,688 |
| Properties | 132,657 | 134,445 | 1,788 |
| Office Administration | 34,505 | 39,870 | 5,365 |
| Total Operations Costs | 204,718 | 232,559 | 27,841 |
| ENGAGEMENT | | | |
| Festivals and Events | 53,049 | 57,765 | 4,716 |
| Other Engagement inc CCTV | 26,606 | 37,800 | 11,194 |
| Library | (979) | 5,180 | 6,159 |
| Total Engagement Costs | 78,676 | 100,745 | 22,069 |
| OTHER COST CENTRES | | | |
| Finance and Governance | 25,557 | 28,070 | 2,513 |
| Planning | 5,000 | 5,000 | 0 |
| Total Other Cost Centres | 30,557 | 33,070 | 2,513 |
| TOTAL EXPENDITURE | 986,556 | 1,097,646 | 111,090 |
| NET SURPLUS/(DEFICIT) | 80,025 | (52,385) | 132,410 |

**Redruth Town Council
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March 2024

STAFFING

| | Actuals to date | 2023-24 Full-Year Budget | Balance to spend / (overspent) |
|--------------------------------------|------------------------|---------------------------------|---------------------------------------|
| | £ | £ | £ |
| <u>Wages and Salaries</u> | | | |
| 4101 Wages and Salaries | 411,599 | 439,667 | 28,068 |
| 4102 Employers NIC | 116,108 | 138,365 | 22,257 |
| 4104 Employers Pension | 121,909 | 135,320 | 13,411 |
| | 649,616 | 713,352 | 63,736 |
| <u>Other Employment Costs</u> | | | |
| 4112 Parking | 1,645 | 2,420 | 775 |
| 4103 Mileage and other expenses | 98 | 0 | (98) |
| 4708 Training | 5,365 | 5,000 | (365) |
| 4110 DBS Fees | 689 | 250 | (439) |
| 4120 Recruitment | 1,234 | 1,750 | 516 |
| 4111 Occupational Health | 1,000 | 1,000 | 0 |
| 4223 HR Outsourcing | 12,958 | 7,500 | (5,458) |
| | 22,989 | 17,920 | (5,069) |

Commentary

Staff costs for the year are £63.7k below budget, due to the Town Clerk vacancy for three months, plus other vacancies in the Library team

**Redruth Town Council
Management Reports
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FACILITIES AND PROPERTIES

| | Actuals to date | 2023-24 Full-Year Budget | Balance to spend / (overspent) |
|--|------------------------|---------------------------------|---------------------------------------|
| <u>Facilities Team</u> | | | |
| Purchases and Works | 6,702 | 7,500 | 798 |
| Weed Control | 5,680 | 5,750 | 70 |
| Vehicle Leasing | 17,606 | 21,000 | 3,394 |
| Vehicle Fuel | 2,344 | 2,400 | 56 |
| Machinery Fuel | 757 | 500 | (257) |
| Grounds Equipment | 0 | 2,000 | 2,000 |
| Equipment Maintenance | 880 | 0 | (880) |
| Waste | 40 | 0 | (40) |
| Floral Displays | 1,657 | 16,000 | 14,343 |
| PPE | 1,527 | 0 | (1,527) |
| Major items | 2,269 | 5,000 | 2,731 |
| | 39,462 | 60,150 | 20,688 |
| <u>Income</u> | | | |
| Footpaths LMP | 1,906 | 1,906 | 0 |
| | 37,556 | 58,244 | 20,688 |
| <u>Properties - net expenditure</u> | | | |
| Civic Centre | 91,630 | 83,904 | (7,726) |
| Market Way | (4,264) | (8,824) | (4,560) |
| Chambers | 6,460 | 3,720 | (2,740) |
| Public Toilets | 31,058 | 31,120 | 62 |
| Facilities Yard | 4,608 | 5,000 | 392 |
| East End Playing Field inc Skate park | 2,367 | 11,725 | 9,358 |
| Plain-an-Gwarry | 1,675 | 3,435 | 1,760 |
| St Rumons Gardens | (2,231) | 2,615 | 4,846 |
| Clinton Road | 0 | 0 | 0 |
| Clock Tower | 1,189 | 1,750 | 561 |
| Public Mural | 165 | 0 | (165) |
| | 132,657 | 134,445 | 1,788 |

Commentary

The Council has not spent the anticipated budget on the floral displays in 2023/24, as the Facilities Team undertook the maintenance of the floral baskets.

Expenditure on the Chambers is higher than budget as the Council has borne the cost of the non-domestic business rates in 2023/24. This was not included in the budget, but we will be seeking ways to ensure we recover this cost in future.

The net 'income' for St Rumon's Gardens is due to a large electricity refund of £4k received earlier in the year.

Redruth Town Council Management Reports 2023-24 Month 12

March 2024

Office Administration

| | Actuals to date | 2023-24 Budget | Balance to spend / (overspent) |
|-------------------------|-----------------|-------------------|--------------------------------------|
| Stationery | 1,727 | 1,400 | (327) |
| Telephone/Internet | 1,120 | 1,350 | 230 |
| Mobile phones | 4,353 | 3,400 | (953) |
| Annual subscriptions | 4,973 | 5,000 | 27 |
| Photocopier contract | 1,477 | 1,375 | (102) |
| Postage | 42 | 150 | 108 |
| Mayor's Budget | 896 | 2,000 | 1,104 |
| Tablets | 4,982 | 3,065 | (1,917) |
| Refreshments | 8 | 400 | 392 |
| Misc expenses | 843 | 200 | (643) |
| IT Support and software | 8,506 | 12,200 | 3,694 |
| Elections | 0 | 0 | 0 |
| Office Equipment | 2,468 | 2,000 | (468) |
| Council Website | 1,490 | 1,500 | 10 |
| Youth Council | 482 | 1,000 | 518 |
| C4L | 0 | 2,500 | 2,500 |
| Security - meetings | 1,138 | 2,330 | 1,192 |
| | <u>34,505</u> | <u>39,870</u> | <u>5,365</u> |

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FESTIVALS and EVENTS

| | Murdoch Day | | IM&PF | | Redruth in Lights | | St Piran Festival | | Other Events | | Total | |
|-------------------------------|---------------|---------------|--------------|---------------|-------------------|---------------|-------------------|--------------|--------------|--------------|---------------|---------------|
| | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| <u>Expenditure</u> | | | | | | | | | | | | |
| Music and Entertainers | 4,690 | 2,400 | 2,810 | 3,000 | 6,852 | 5,000 | 2,305 | 3,000 | | | 16,657 | 13,400 |
| Christmas Lights | | | | | 20,974 | 20,290 | | | | | 20,974 | 20,290 |
| Activities | 1,200 | 1,650 | 900 | 1,800 | | | | | 1,371 | 4,500 | 3,471 | 7,950 |
| Marquees, equipment, bunting | 1,439 | 3,975 | 2,136 | 4,625 | | | 2,412 | 600 | | | 5,987 | 9,200 |
| Licences and Road Closures | 663 | 420 | 71 | 100 | 164 | | 349 | 75 | | | 1,247 | 595 |
| Marshalls and First Aid | 913 | 1,460 | 621 | 620 | | | 328 | 350 | | | 1,862 | 2,430 |
| Marketing and Advertising | 1,852 | 1,000 | 1,774 | 1,500 | 966 | | 445 | 500 | | | 5,037 | 3,000 |
| Other | 115 | 300 | 21 | 250 | 2 | | 144 | 350 | | | 282 | 900 |
| Total expenditure | 10,872 | 11,205 | 8,333 | 11,895 | 28,958 | 25,290 | 5,983 | 4,875 | 1,371 | 4,500 | 55,517 | 57,765 |
| <u>Income</u> | | | | | | | | | | | | |
| Stalls | 567 | | 810 | - | 400 | - | 630 | - | | | 2,407 | - |
| Sponsorship | | | | | 19 | - | - | - | | | 19 | - |
| Advertising | 27 | | 15 | - | | | - | - | | | 42 | - |
| Total income | 594 | - | 825 | - | 419 | - | 630 | - | - | - | 2,468 | - |
| <u>Net Expenditure</u> | 10,278 | 11,205 | 7,508 | 11,895 | 28,539 | 25,290 | 5,353 | 4,875 | 1,371 | 4,500 | 53,049 | 57,765 |

**Redruth Town Council
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OTHER ENGAGEMENT

| | Actuals to date | 2023-24 Full-Year Budget | Balance to spend / (overspent) |
|-----------------------------|------------------------|---------------------------------|---------------------------------------|
| 4311 Market Support | 272 | 500 | 228 |
| 4216 Volunteer Support Fund | 100 | 500 | 400 |
| 4314 Lowendar Perran | 400 | 500 | 100 |
| 4207 Advertising | 1,479 | 1,500 | 21 |
| 4212 Development Resources | 1,000 | 1,000 | 0 |
| 4315 Coronation | 3,846 | 5,000 | 1,154 |
| 4703 Local Hero Awards 2024 | 298 | 0 | (298) |
| 4715 Town Website | 1,200 | 1,400 | 200 |
| 4716 Remembrance | 943 | 1,000 | 57 |
| 4718 Town Guide | 6,312 | 6,500 | 188 |
| 4720 Plastic Champion | 0 | 500 | 500 |
| 4723 Podcast | 1,760 | 1,500 | (260) |
| C4L | 0 | 2,500 | 2,500 |
| 4514 CCTV Monitoring | 8,603 | 9,900 | 1,297 |
| 4515 CCTV R&M | 5,029 | 5,500 | 471 |
| | 31,242 | 37,800 | 6,558 |
| 1076 Income - sponsorship | (4,180) | 0 | 4,180 |
| 1103 Income - advertising | (456) | 0 | 456 |
| | (4,636) | 0 | 4,636 |
| Net Expenditure | 26,606 | 37,800 | 11,194 |

Commentary

The Development Resources budget has been used for the cost of the new Town Crier's coat

**Redruth Town Council
Management Reports
2023-24 Month 12**

March 2024

LIBRARY

| | Actuals to date | 2023-24 Budget | Balance to spend / (overspent) |
|------------------------------------|------------------------|-----------------------|---------------------------------------|
| | £ | £ | £ |
| <u>Library Costs</u> | | | |
| 4214 Newspapers | 657 | 500 | (157) |
| 4217 Lib Events & Activities | 1,229 | 750 | (479) |
| 4724 Home Library Service | 143 | 500 | 357 |
| 4204 PRS Subscription | 1,594 | 1,430 | (164) |
| 4220 Miscellaneous | 362 | 0 | (362) |
| 4224 TIC Bulk Buy | 0 | 1,000 | 1,000 |
| 4528 Library Furniture | 886 | 1,000 | 114 |
| | 4,871 | 5,180 | 309 |
| <u>Library Income</u> | | | |
| 1020 Income - Fines/Lost Items | 78 | 0 | (78) |
| 1022 Income - Photocopy | 3,030 | 0 | (3,030) |
| 1023 Income - Small Items | 8 | 0 | (8) |
| 1025 Income - Small Items (NonVAT) | 5 | 0 | (5) |
| 1026 Income - Misc | 1,909 | 0 | (1,909) |
| 1027 Income - Sale of Books | 119 | 0 | (119) |
| 1028 Income - Seagull Sacks | 486 | 0 | (486) |
| 1029 TIC Income | 215 | 0 | (215) |
| | 5,850 | 0 | (5,850) |
| <u>Net Library income</u> | (979) | 5,180 | 6,159 |

Commentary

Miscellaneous library income includes £1,769 received from Cornwall Council as compensation for the loss of library fines.

**Redruth Town Council
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OTHER COST CENTRES

| | Actuals to date | 2023-24 Budget | Balance to spend / (overspent) |
|--------------------------------------|------------------------|-----------------------|---------------------------------------|
| | £ | £ | £ |
| <u>Finance and Governance</u> | | | |
| 4208 Audit | 3,000 | 3,400 | 400 |
| 4221 Loan Repayment | 16,670 | 16,670 | 0 |
| 4225 Bank charges | 387 | 0 | (387) |
| 4709 Grants | 5,500 | 8,000 | 2,500 |
| | <u>25,557</u> | <u>28,070</u> | <u>2,513</u> |
| <u>Planning Costs</u> | | | |
| 401 Neighbourhood Development Plan | 5,000 | 5,000 | 0 |
| | <u>5,000</u> | <u>5,000</u> | <u>0</u> |
| <u>Capital Expenditure</u> | | | |
| 4531 TVF | 0 | 0 | 0 |
| | <u>0</u> | <u>0</u> | <u>0</u> |

1.0 SUBJECT OF REPORT: To consider proposed movements in the Ear-Marked Reserves for the year ended 31 March 2024

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 a schedule of proposed movements in the Ear-Marked Reserves for approval

4.0 REPORT

4.1 Schedule of Ear-Marked Reserve balances at 31 March 2024

I have attached a report from Omega showing the reserve balances at 31 March 2024. I would like to

- consolidate these reserves in order to remove negative balances, and remove any balances no longer required
- ask the Committee to agree a number of unspent budgets from 2023/24 to move into ear-marked reserves

4.2 Proposals

4.2.1 The reserves highlighted in orange have nil balances at 31st March 2024 and the funds can be closed.

4.2.2 The reserves highlighted in purple have negative balances and I propose to clear these as follows;

| | | |
|-----------------|------------|-------------------------------------|
| 332 Website EMR | -£588 | offset against 359 Advertising EMR |
| 345 Bldg Maint | -£1,541.34 | offset against 333 Bldg Contingency |
| 364 TVF | -£8,051 | offset against 348 Transition EMR |

4.2.3 The Council has underspent against certain budgets in 2023/24, and I propose transferring some of the underspend to Ear-marked Reserves, as follows;

- Staff costs - transfer £60,000 to 371 Staff Costs
- Donations – transfer £2,500 to 356 Legacy EMR and rename 'Grant Scheme'
- Plastic Champion – transfer £500 to 370 Plastic Champion
- Grounds Equipment – transfer £2,000 to 324 Grounds Equip
- Major Items – transfer £2,500 to 333 Bldg Contingency
- C4L - transfer £2,500 to 356 Grant Scheme (Legacy EMR)

5.0 RECOMMENDATION

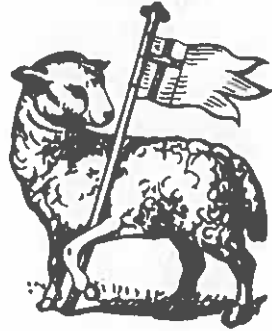
I recommend that the Finance Committee considers and approves the Ear-Marked Reserve transfers set out in this report.

Helen Bardle – Responsible Finance Officer

Earmarked Reserves

| Account | Opening Balance | Net Transfers | Closing Balance |
|----------------------------------|-------------------|-------------------|-------------------|
| 320 Town Clock EMR | 820,130.81 | -820,130.81 | 0.00 |
| 321 Office Equip EMR | -15,291.82 | 18,771.82 | 3,480.00 |
| 322 Elections EMR | 0.00 | 19,813.00 | 19,813.00 |
| 323 Playgrounds EMR | -7,277.00 | 13,452.00 | 6,175.00 |
| 324 Grounds Equip EMR | -4,546.61 | 10,277.61 | 5,731.00 |
| 326 Regeneration EMR | -200.00 | 200.00 | 0.00 |
| 327 Sk8 Park EMR | -31,547.61 | 57,593.31 | 26,045.70 |
| 328 Bus Shelters EMR | 0.00 | 3,988.00 | 3,988.00 |
| 329 Station Hill EMR | 0.00 | 1,200.00 | 1,200.00 |
| 330 Signs EMR | 0.00 | 5,942.00 | 5,942.00 |
| 331 Training EMR | -1,704.17 | 5,185.17 | 3,481.00 |
| 332 Website EMR | -2,692.50 | 2,104.50 | -588.00 |
| 333 Bldg Contingency EMR | -37,010.16 | 41,397.16 | 4,387.00 |
| 334 Running Costs EMR | 0.00 | 4,659.00 | 4,659.00 |
| 336 Receptions EMR | -40.00 | 690.00 | 650.00 |
| 337 Tourism EMR | -2,357.55 | 3,179.55 | 822.00 |
| 338 St Rumons Gardens EMR | -1,591.19 | 1,591.19 | 0.00 |
| 340 Neighbourhood Plan EMR | -8,443.75 | 21,662.75 | 13,219.00 |
| 341 Members Allowances EMR | -182.72 | 182.72 | 0.00 |
| 342 Vehicles EMR | -5,027.13 | 5,027.13 | 0.00 |
| 343 Mayors Budget EMR | -485.00 | 5,252.29 | 4,767.29 |
| 344 CCTV EMR | -15,195.64 | 21,414.64 | 6,219.00 |
| 345 Bldg Maintenance | -20,810.85 | 19,269.51 | -1,541.34 |
| 346 Public Realms EMR | -8.95 | 2,008.95 | 2,000.00 |
| 347 Christmas Lights EMR | 0.00 | 1,479.00 | 1,479.00 |
| 348 Transition EMR | -18,445.06 | 83,898.06 | 65,453.00 |
| 349 Town Trail Leaflets EMR | -715.00 | 5,637.00 | 4,922.00 |
| 350 Toilets EMR | 18,851.04 | 80,547.96 | 99,399.00 |
| 353 Bunting/Flags EMR | 0.00 | 2,427.00 | 2,427.00 |
| 354 Youth Council EMR | 28.57 | 1,381.43 | 1,410.00 |
| 355 Redruth Community Centre EMR | -2,818.24 | 9,000.24 | 6,182.00 |
| 356 Legacy EMR | -7,500.00 | 10,000.00 | 2,500.00 |
| 357 Events Contingency EMR | -6,783.72 | 24,217.77 | 17,434.05 |
| 359 Advertising EMR | 0.00 | 2,860.00 | 2,860.00 |
| 360 Market Way EMR | -11,286.36 | 24,262.36 | 12,976.00 |
| 361 Library EMR | -174,784.96 | 176,091.96 | 1,307.00 |
| 362 PWLB EMR | -18,000.00 | 18,000.00 | 0.00 |
| 363 CIL | 54,633.37 | | 54,633.37 |
| 364 TVF | -4,470.95 | -3,580.05 | -8,051.00 |
| 365 Welcome Back Fund | 4,113.22 | -3,635.22 | 478.00 |
| 366 Telephone Kiosk | 10,083.00 | | 10,083.00 |
| 367 Mobile Speed Signs | 0.00 | 10,000.00 | 10,000.00 |
| 368 GWaT | 0.00 | 3,200.00 | 3,200.00 |
| 369 TIC | 0.00 | 1,800.00 | 1,800.00 |
| 370 Plastic Champion | 0.00 | 500.00 | 500.00 |
| 371 Staff costs | 0.00 | 39,500.00 | 39,500.00 |
| 372 Climate Change | 0.00 | 29,842.00 | 29,842.00 |
| 373 Floral Displays | 0.00 | 6,000.00 | 6,000.00 |
| | 508,623.07 | -31,839.00 | 476,784.07 |

INTERNAL AUDITS **(FINANCE)**



REDRUTH TOWN COUNCIL

ANNUAL RETURN

Section 2 – Annual Governance Statement

2. We maintain an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and review its effectiveness


6. We maintain throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems

7. We took appropriate action on all matters raised in reports from internal and external audit.

Checks to be carried out during Internal Audit

| Receipts & Payments | | Yes | No | Comments |
|--------------------------------|--|-----|----|----------|
| RP1 | Carry out a random selection of Receipts and Payments | ✓ | | |
| RP2 | Are all payments approved by the RFO? | ✓ | | |
| RP3 | Have all payments been properly authorised? | ✓ | | |
| RP4 | Have all Invoices been signed by the relevant number of signatories? | ✓ | | |
| RP5 | Have all Receipts been properly identified as to whom the payment is from and for what reason? | ✓ | | |
| RP6 | Has VAT been properly accounted for on all Receipts and Payments? | ✓ | | |
| RP7 | Have VAT returns been properly submitted to HMRC and on time? | ✓ | | |

| Bank Reconciliation | | Yes | No | Comments |
|----------------------------|--|-----|----|----------|
| BR1 | Has the Bank Reconciliation been completed for the previous month end? If "No", how many months are outstanding? | ✓ | | |
| | Assuming the Bank Reconciliation is current..... | | | — |
| BR2 | Does the Balance figure on the reconciliation equal the sum of the balance figures on the statements? | ✓ | | |
| BR3 | Are the differences explained? | | | — |
| BR4 | Does the reconciled difference equal nil? | ✓ | | |

| Salaries & Wages | | Yes | No | Comments |
|-----------------------------|---|-----|----|--|
| SW1 | Ensure that, for a sample of staff salaries, gross pay due is calculated in accordance with the approved spinal point on the NJC scale or hourly rate, and also with the contracted hours | ✓ | | Recommend. all pay awards and adjustment counter signed by Town Clerk. or S.M.T B.  |
| SW2 | Ensure that appropriate tax codes are being applied to each employee | ✓ | | |
| SW3 | For the test sample of employees, ensure that tax is calculated appropriately | ✓ | | |
| SW4 | For NI, ensure that the correct deduction and employer's contributions are applied. | ✓ | | |
| SW5 | Check the correct treatment of Pension contributions | ✓ | | |



| | | | | |
|-----|---|---|--|--|
| SW6 | Have payments to CC Pension Fund been properly submitted and on time? | ✓ | | |
| SW7 | Have payments to HMRC for PAYE been properly submitted and on time? | ✓ | | |

| | Effectiveness of Internal Controls | Yes | No | Comments |
|-----|---|-----|----|--|
| IC1 | Does the internal audit take account of both the Council's risk assessment and wider internal control arrangements? | ✓ | | |
| IC2 | Is the IA considered to be competent and has carried out the internal audit work ethically, with integrity and objectivity? | ✓ | | |
| IC3 | Have interim audits been carried out by Members of the Council | ✓ | | |
| IC4 | Have interim audits been recorded and presented to the Council? | ✓ | | |
| IC5 | Is regular budget monitoring reported to Council? | ✓ | | |
| IC6 | Does the Council make positive responses to the recommendations of the IA and Audit Members? | ✓ | | |
| IC7 | Is adequate insurance cover in place, including Public Liability and fidelity Guarantee? | ✓ | | All insurance policy one reviewed in 2024. |
| IC8 | Is the Asset Register adequate and up to date? | | ✓ | Indev Review at present. |
| IC9 | Has the Asset Register and Insurance Schedule been reconciled? | | ✓ | " " " " |

| | Miscellaneous | Yes | No | Comments |
|----|--|-----|----|----------|
| M1 | Ensure that the precept received in the accounts matches the prior year submission form to the relevant authority and the public record of precepted amounts | ✓ | | |
| M2 | Where free or paid for software is used, ensure that it is up to date. | ✓ | | |
| M3 | Physically check the petty cash | ✓ | | |
| M4 | Petty Cash payments are properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for | ✓ | | |

Any other comments:

As Noted by R.F.O

Print Name: Alison Biscoe Signature:  Date: 14/03/2024
Print Name: IAN THOMAS Signature:  Date: 14.03.2024

1.0 SUBJECT OF REPORT: To review the Grants Application process (Grant Scheme)

2.0 SUMMARY OF IMPLICATIONS

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

3.0 TERMS OF REFERENCE

- 3.1 To set out proposed changes to the Grant Application process and to recommend that a new Grants Scheme is re-launched on 16th May 2024 as part of the Community Welcome event.

4.0 REPORT

4.1 Current Scheme

Organisations are invited to submit applications for funding at any time during the year. The applications are considered at the next Finance Committee meeting. This can lead to uncertainty for organisations not necessarily being aware of when a decision will be made.

The current annual budget for the scheme is £8,000 in 2024/25.

4.2 Proposed changes

The following changes are proposed;

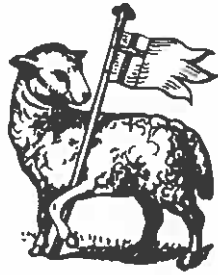
- A move to **two** grant application windows per year, with applications being considered by the Finance Committee at the end of each window. Both deadlines will be advertised widely by the Council during the year.
- Amendments to the application form to reflect best practice (see attached)
- Additional information to be requested from applicants (eg evidence of constitution, public liability insurance, risk assessments, safeguarding policies where relevant)
- An increase in the amount available for grants to £15,500 during 2024/25, to be funded by the existing budget of £8,000, plus £7,500 held in Earmarked reserves.
- The Council will engage with successful applicants after the grants are awarded, to receive feedback about the difference that the grant has made to the organisation.

- 4.3 Before the Scheme is launched the Finance Officer will make any necessary changes to internal procedures to ensure all required documents are received from applicants.

5.0 RECOMMENDATION

The RFO recommends that the changes to the Grant Scheme are approved and that the new scheme is launched on 16th May 2024.

Helen Bardle – Responsible Finance Officer (RFO)



REDRUTH TOWN COUNCIL

GRANT POLICY AND 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: finance@redruth-tc.gov.uk

For further information please contact: Redruth Town Council: 01209 210038

REDRUTH TOWN COUNCIL GRANT POLICY & APPLICATION FORM

| CONTENTS | Page |
|---------------------------------------|-------------|
| Introduction | 2 |
| Conditions of Grant Funding | 2 |
| Grant Award Procedure | 4 |
| Grant Applications | 4 |
| ➤ Procedure for successful applicants | 4 |
| Appendix A – Grant Application Form | 5 |

1. INTRODUCTION

1.1 A grant is any payment made by the council to be used by an organisation or individual for a specific purpose in the furtherance of the well-being of the local community, either generally, or for a specific purpose and which is not directly controlled or administered by the Council.

1.2 The contribution made by the many organisations and individuals to the well-being of the local community is recognised by Redruth Town Council (the Council) as important to our society. The purpose of any grant given by the Council is to support initiatives in the local community and to help create opportunities for the residents of Redruth that are not, as a matter of course, funded by the Council.

1.3 The organisation applying for a grant must be based in Redruth and must be able to demonstrate that it benefits a number of people living in the community of Redruth and how.

1.4 Although the Council will give as much help as possible, the administration of and accounting for any grant shall be the responsibility of the recipient.

1.5 There is an annual grant budget set each year and applicants must apply using the application form and by reading the associated conditions set out below. It is unlikely that the amount for any individual award would exceed £500.

1.6 It is important that all questions on the application form are answered fully and that any appropriate additional information, which supports an application, is provided. Applicants can seek advice from Council staff if they have a query.

1.7 Grants will be considered twice a year at the Spring and Autumn grant panels and will be paid to the successful applicants as soon as possible following the Finance Committee at which the grant is approved.

2. CONDITIONS OF GRANT FUNDING

2.1 Grant applications will only be considered if submitted on a Grant Application form with the required supporting documentation.

2.2 The grant scheme is unable to support costs which are for the core running costs of an organisation including salaries and / or hospitality.

2.3 Grants can be used for capital projects or revenue projects/events.

2.4 Applications WILL NOT be considered from:

- Organisations intending to support or oppose any political party or to discriminate on the grounds of any protected characteristics.
- Private organisations operated as a business to make a profit or surplus.
- "Upward funders", i.e. local groups whose fund raising is sent to their central HQ for redistribution.

2.5 Applications will not normally be considered from national organisations or local groups with access to funds from national "umbrella" or "parent" organisations; unless funds are not available from their national bodies or the funds available are inadequate for a specified project.

2.6 Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs. Compliance with this requirement will need to be demonstrated throughout the project.

2.7 Applications from education, health or social service establishments will be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within Redruth.

2.8 The organisation applying for grant funding will be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application. In addition, an organisation must demonstrate that it is well governed. Individuals should include references to support their application.

2.9 The Town Council will only accept applications from Community groups and organisations within the Parish of Redruth for grants that, in its opinion, are in the interests of, or will directly benefit all or a portion of, the Parish and its inhabitants.

2.10 The application must demonstrate a clear financial need for the grant and must demonstrate clearly how a grant will be of benefit to the community of Redruth.

2.11 An organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a detailed budget and business plan.

2.12 An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque/transactions who are not related or in a relationship.

2.13 Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year. A grant award made in previous years does not guarantee a repeat award to be made. Each application is considered independent of previous years' awards.

2.14 Each application will be assessed on its own merits and will be considered along with other applications at the Grants panel which is part of the Council's Finance Committee.

2.15 Due account will be taken of the extent the application can demonstrate other match funding including for example funding sought or secured from other sources and/or fund-raising activities.

3. GRANT AWARD PROCEDURE

3.1 The Town Council assigns responsibility for grant distribution to the Finance Committee who will be the Council's Grant panel in this respect. There will be two Grants panels per year in Spring and Autumn and dates are published on the Council's website and social media or by contacting the office on 01209 210038.

3.2 Grant applications should be submitted to the Town Council at least 14 days prior to the date of the relevant Grants panel.

3.3 Once submitted to the Town Council, all applications will be assessed and if additional information is required, applicants will be contacted.

3.4 Applicants are able to attend the relevant meeting and may be invited to make a short presentation to the Panel and/or respond to any questions in respect of their grant application.

3.5 Retrospective grant spend will not be considered. Grant applications must relate to future spend.

4. SUCCESSFUL GRANT APPLICATIONS

4.1

i The Council will issue a letter and grant agreement to all successful applicants which will explain how the grant must be used and accounted for, including the process for evidencing expenditure.

ii The Council reserves the right to request the return of any grant or part grant if there is evidence that it has not been used for the purpose specified on the application form and if there is an underspend that cannot be spent by the applicant.

iii Organisations that receive an award will be required to acknowledge the Town Council's contribution on all publicity/printed material including use of the Town Council logo on the organisations' website and social media.

vi. Successful applicants may be requested to attend the Annual Town Meeting in May and give a short report on the use of the grant received and how the community has benefitted.

REDRUTH TOWN COUNCIL GRANT APPLICATION FORM

Name of Organisation:

| | | | | |
|---|-----------------|--------------------|------------------------|------------------|
| Organisation type (Please circle one option) | Community Group | Registered Charity | Voluntary Organisation | Statutory Agency |
| Company/Charity number: | | | | |

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

| | |
|----------------|----------------|
| Name: | Name: |
| Address | Address |
| Tel No: | Tel No: |
| Email address: | Email address: |
| Position Held: | Position Held: |

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

Max 200 words

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) Max 300 words

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

Estimated start and end date for the project/activity:

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

Please advise which other Town and Parish Councils/sources of funding you have also approached to provide funding this project, and the amounts requested and secured:

Grant requested from Redruth Town Council:

How do you know there is a local need for your project/activity? Please give recent evidence. Max 300 words

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

How long have you been fundraising for this particular project?

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

Please attach your last set of annual accounts to this application

Name of payee:

(This should be a group or association and not an individual)

Account No:

Sort Code:

Please attached a copy of the following;

- Constitution including date of incorporation
- Public Liability Certificate
- Safeguarding policy
- Equality & Diversity policy
- Health & Safety policy
- Risk Assessments (if you are applying for funding for events or activities involving the public)

Please tell us anything else you wish to say in support of your 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:

1.0 **SUBJECT OF REPORT: To further consider Market Way rent levels during the period of closure of the Buttermarket**

2.0 **SUMMARY OF IMPLICATIONS**

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

3.0 **TERMS OF REFERENCE**

3.1 To review the temporary rent reduction applied to all Market Way units during the period of closure of the Buttermarket.

4.0 **REPORT**

4.1 Councillors will recall that in July 2022, the Finance Committee approved a temporary 25% rent reduction to be applied to all units in Market Way. This decision was reviewed by the Finance Committee in March 2023, and the Committee agreed to extend the temporary reduction for another year.

4.2 The work to the Buttermarket is ongoing, but it is anticipated that completion will be some time during the summer of 2024.

4.3 Councillors are asked to consider whether to approve an extension to the rent reduction for six months until 30th September 2024.

4.4 Normal rent vs reduced rent

The table sets out the normal **monthly rent exc VAT** for each unit vs the current reduced rent with the discount of 25%

| Units | 1 | 2 | 3 | 4 | 5&6 | 7 | 8 | 9&10 | 11&12 | 13 |
|---------------------|---------|---------|---------|---------|---------|---------|------|---------|---------|------|
| Normal rent | £150 | £183.33 | £187.49 | £180.56 | £453.33 | £254.64 | £200 | £283.33 | £284.72 | £500 |
| Reduced rent | £112.50 | £137.50 | £140.62 | £135.42 | £340 | £190.98 | £150 | £212.50 | £213.54 | £375 |

The discount costs the Council £669.35 per month in lost rent.

5.0 **RECOMMENDATION**

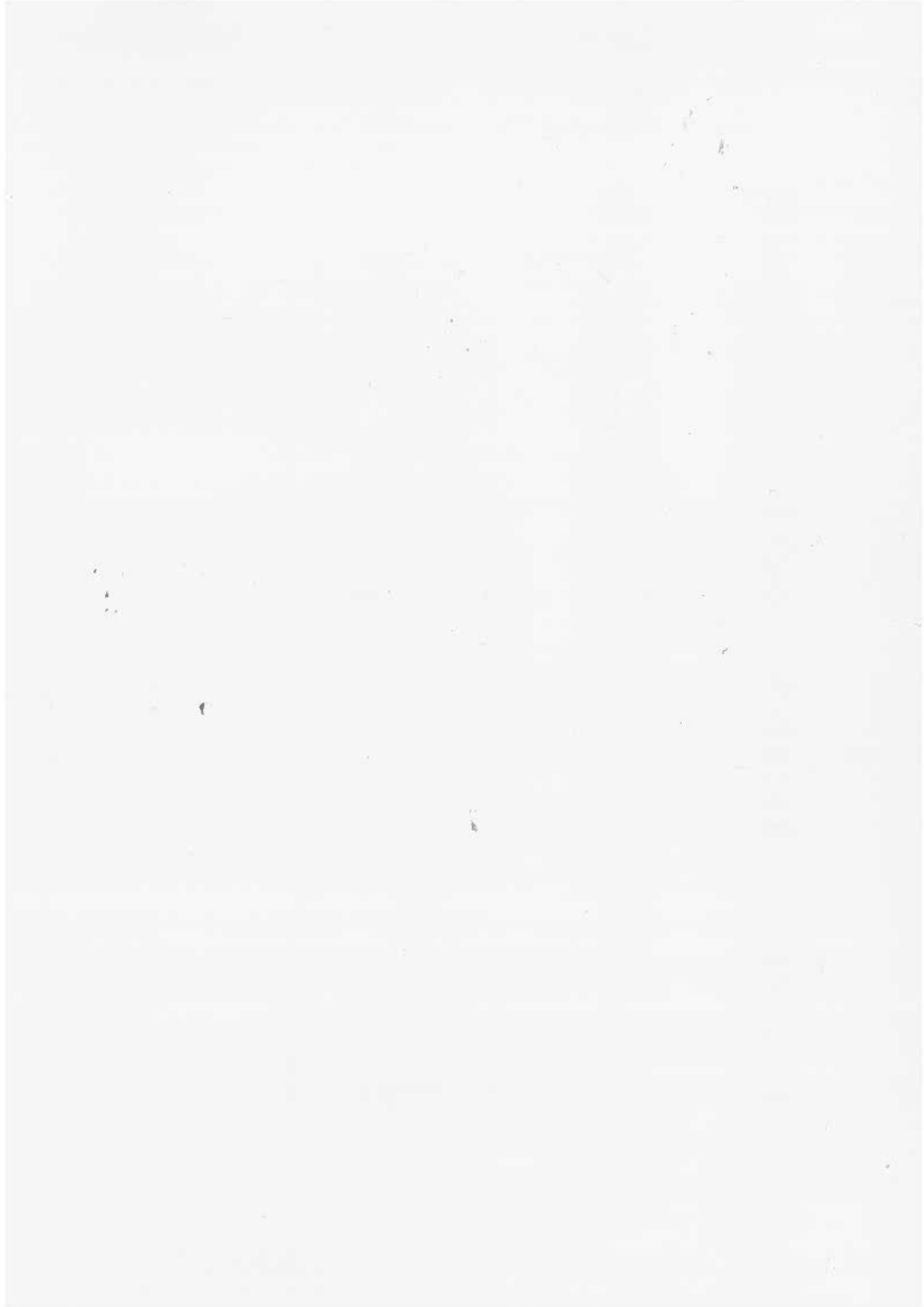
It is recommended that the Councillors advise whether they approve that the temporary 25% rent reduction continue to be applied to all units in Market Way. If so, approve that;

- this rent reduction is extended until 30th September 2024
- this reduction should be reviewed by the Finance Committee at its meeting preceding 30th September 2024, to consider whether the Buttermarket is sufficiently complete to justify the rents being set at their normal level from 1st October 2024
- the RFO writes to each tenant of Market Way to inform them of the Committee's decision and advise them of the normal rent level to be applied from 1st October 2024.

Helen Bardle – Responsible Finance Officer

Redruth Town Council
Grant Application Summary
Meeting Date: 22nd April 2024

| Budget 2024-2025: £8,000 | | Allocated to date: £nil | Balance available: £8,000 | |
|---------------------------------|-----------------------|---|----------------------------------|---|
| No | Applicant | Amount Requested/Purpose | Recommendation | Previous Awards |
| 1. | Quiet Connections CIC | £910 for 26 weeks room hire £490 for 14 weeks room hire | | Nil |
| 2. | YMCA Cornwall | Not specified. They are aiming to raise £95,000 to replace the roof of their premises | | Nil |
| 3. | C.R.A.S.H. | £180 inc VAT for replacement pads for the AED located in the Community Centre | | Nil |
| 4. | A Band of Brothers | £1,000 to support this year's mentoring programme | | Applied in 2023/24 but no award granted |



GRANT APPLICATION FORM

Name of Organisation: Quiet Connections CIC

| | | | | |
|---|---|--|--|--|
| Organisation type (Please circle one option) | <input checked="" type="radio"/> Community Group | <input type="radio"/> Registered Charity | <input type="radio"/> Voluntary Organisation | <input type="radio"/> Statutory Agency |
|---|---|--|--|--|

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

| | |
|--|--|
| Name: ██████████ | Name: ██████████ |
| Address Quiet Connections CIC, The Elms, 61 Green Lane, Redruth, Cornwall TR15 1LS | Address Quiet Connections CIC, The Elms, 61 Green Lane, Redruth, Cornwall TR15 1LS |
| Tel No: ██████████ | Tel No: ██████████ |
| Email address: hayley@quietconnections.co.uk | Email address: stacie@quietconnections.co.uk |
| Position Held: Director | Position Held: Director |

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

Quiet Connections celebrates, values, and empowers quiet and socially anxious people. Sharing tools and space to connect with others on their own terms, growing confidence and wellbeing.

We understand that social anxiety has numerous causes – including trauma, Asperger's, mental health issues, or simply receiving the message that there's something innately 'wrong' with being introverted – but what makes us different is we're not mental illness (deficit) focused, we're well-being focused.

We lead seven weekly Meet Ups across Cornwall, with one being in Redruth that is attended by approximately 10 local people a week. Through gentle social connection we increase hope, belongingness and resiliency which reduces isolation, depression, and suicidal behaviours. Our group members often organise additional meet ups together outside of the group too.

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 want to cover the venue costs for our weekly Meet Ups in Redruth Community Centre where we are bringing together people who are shy, socially anxious, and introverted, taking into account their specific needs and focusing on creating safety and connection to build strong relationships and a sense of belongingness.

This is important for this group of people because each of these traits are shown, independently, to be significant risk factors for loneliness and low belongingness, associated with diminished physical and psychosocial wellbeing. Additionally, Thomas Joiner's interpersonal-psychological theory of suicidal behaviour posits that a lack of belongingness and feeling like a burden are strong predictors of suicidal ideation. Therefore, our work serves as preventative interventions for an under-recognised, -understood, and -supported group.

Our Meet Up community embraces and celebrates quiet personalities and ways of being, highlighting quiet strengths and promoting self-acceptance; additionally, providing supported volunteering opportunities and ways of contributing, to explore their strengths and capabilities. Thus, supporting people with seeing themselves in a positive light and reaching their potential.

Website: quietconnections.co.uk/meetups

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

We want to cover the cost of venue hire at Redruth Community Centre which is £35/week to continue our Redruth Meet Ups until December 2024.

A grant of £910 will enable us to cover 26 weeks from May to October (or 14 weeks would cost £490).

The remainder will be covered by fundraising activities and donations organised by the group (which is already underway). Having a grant will allow the Meet Ups to continue while the group work on their fundraising efforts to be able to cover costs at a later date.

Estimated start and end date for the project/activity: 1st May to 18th December 2024

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

Our Meet Ups were established with funding from The National Lottery Reaching Communities Fund, which has covered venue costs until April 2024. The group have raised funds for refreshments for the Meet Up, plus some funds to put towards a couple of weeks of venue hire already.

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

We have not yet approached another Town and Parish Council. However, we will approach Truro Council for our equivalent Truro-based project.

Grant requested from Redruth Town Council:

£910 for 26 weeks room hire (or alternatively £490 for 14 weeks).

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

We're community-led. Our project was born of our learnings from our primary and secondary research: people want opportunities to connect with those who genuinely understand their challenges; it's important that they can access groups designed specifically with quiet temperaments and social anxiety in mind, reducing barriers to accessing services. We have gathered information on local need in these ways:

- We track attendance at our groups across Cornwall and we have worked with 379 individuals since January 2022 and 68 of these from Redruth since July 2022.
- We have conducted 15 surveys and focus groups with participation from approximately 500 quieteers, gaining further insights into the needs, barriers, challenges, hopes and successes of our community members.
- We've had informal discussions during Meet Ups about needs, wants and ambitions for our community.
- Team members (who are recruited from our community) share observations, feedback, and learning from our meet-ups during monthly calls, generating new ideas and questions to explore, research and trial.
- See the attached letter of support from Mel Martin, Manager of Redruth Community Centre where we hold our Redruth Meet Ups.

What our community members are saying:

"I came to know about Quiet Connections Meet Ups through my social prescriber. I was very nervous about attending my first Meet Up in Redruth but I was reassured and felt comfortable choosing to sit there quietly doing some art and crafts. I felt relaxed there since I don't feel any forces pushing me anywhere, I can just be my quiet self and enjoy it."

"I am grateful for quiet connections because they give me a chance to be me, without judgement or criticism, harsh words or being made fun of. I am able to be part of a group socially, in comfort and feeling safe, for the first time in a long time with them. I have a sense of belonging and being cared about. It's just lovely."

"I realised that there is nothing wrong with who I am. Being surrounded by fellow quieteers has made me feel safe, heard, and helped me to open up and shift my focus from the fears to how I can be me and lift others at the same time. I am now passionate about sharing the belief that quiet people are amazing and, given safe spaces and the right circumstances, we have plenty to talk about."

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

On average, 10 people from Redruth come along each session. Since the Meet Up began in July 2022, we have had 68 individuals from the area participate in our Redruth Meet Ups.

We anticipate continuing to see 10-12 people per group, including new and returning members each week, and we can estimate that we will reach around 40 individuals in total during this time.

These will be people who self-identify as introverted, sensitive, shy or experiencing social anxiety, and who generally struggle with social connection. Many are experiencing loneliness and disconnection and often struggle to connect with people socially outside of our Meet Ups.

How long have you been fundraising for this particular project?

We have been collecting donations for the Redruth Meet Up since January and the group members have been organising fundraising activities due to begin next month.

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

Not applied before.

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: Quiet Connections CIC
(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:

We're awaiting the outcome of further grant funding for the next phase of our Meet Up project across Cornwall, which we expect to receive in 6 months.

However, as we're currently experiencing a funding gap, there is a chance that without funding to cover venue hire costs our group will have to close temporarily, which participants have expressed will have a negative effect on their social and psychological well-being.

We hope that you are able to support our Redruth-based project in some way.

Please do reach out if you would like to discuss this further, or if you'd like to join us at a Meet Up to talk to participants and experience our work for yourself.

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: [REDACTED]

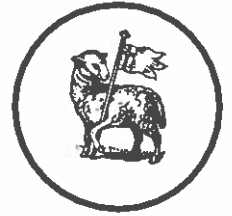
Signature: [REDACTED]

REDRUTH COMMUNITY ASSOCIATION

Redruth Community Centre

Redruth Community Centre, Foundry Row, Redruth, Cornwall TR15 1AW
Email mel@redruthcommunitycentre.co.uk

Tel: 01209 215525
Charity no. 287343



To whom it may concern

3rd October 2023

Supporting Quiet Connections

We were delighted to welcome Quiet Connections to Redruth Community Centre in January 2023.

The group offers a 'service' that isn't otherwise available to members of the community who wouldn't naturally come forward and request support.

It is a pleasure to welcome the group each week and to notice how confidence grows within those who regularly attend. I sit in reception to welcome visitors to the Centre and notice behavioural change in group members. In general, starting with no eye contact and a maybe a mumbled hello and changing to a more confident and happy greeting. It is also lovely to see the group members happily chatting on the way out.

The group has great publicity materials and a good positive social media presence.

The group is a valued addition to the range of activities at our Centre and would be sorely missed if no longer here.

A rectangular area containing a handwritten signature in dark ink. The signature appears to be 'Mel Martin' written in a cursive style.

Mel Martin
Manager of Redruth Community Centre

QUIET CONNECTIONS CIC
Profit and Loss Account
For the year ended 30 April 2023

| | Notes | 2023 £ | 2022 £ |
|---|--------------|-------------------------|-------------------------|
| Turnover | | 15,863 | 6,721 |
| Cost of sales | | (11,941) | (4,192) |
| Gross profit | | <u>3,922</u> | <u>2,529</u> |
| Selling and distribution costs | | (3,519) | (135) |
| Administrative expenses | | (76,111) | (57,758) |
| Other operating income | 2 | 77,455 | 53,470 |
| Operating profit/(loss) | 3 | <u>1,747</u> | <u>(1,894)</u> |
| Profit/(Loss) on ordinary activities before taxation | | 1,747 | (1,894) |
| Tax on profit on ordinary activities | | 0 | 0 |
| Profit/(Loss) for the financial year | | <u><u>1,747</u></u> | <u><u>(1,894)</u></u> |

QUIET CONNECTIONS CIC
Balance Sheet
As at 30 April 2023

| | Notes | 2023 £ | 2022 £ |
|---|-------|---------------------|---------------------|
| Fixed assets | | | |
| Tangible fixed assets | 5 | 1,529 | 2,293 |
| | | <u>1,529</u> | <u>2,293</u> |
| Current assets | | | |
| Debtors: amounts falling due within one year | 6 | 522 | 942 |
| Cash at bank and in hand | | 17,348 | 79,968 |
| | | <u>17,870</u> | <u>80,910</u> |
| Creditors: amount falling due within one year | 7 | <u>(15,049)</u> | <u>(79,071)</u> |
| Net current assets | | <u>2,821</u> | <u>1,839</u> |
| | | | |
| Total assets less current liabilities | | 4,350 | 4,132 |
| Creditors: amount falling due after more than one year | 8 | (1,529) | (3,058) |
| | | <u>2,821</u> | <u>1,074</u> |
| Net assets | | <u><u>2,821</u></u> | <u><u>1,074</u></u> |
| | | | |
| Capital and reserves | | | |
| Profit and loss account | 9 | 2,821 | 1,074 |
| Members' funds | | <u>2,821</u> | <u>1,074</u> |

For the year ended 30 April 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime of Part 15 of the Companies Act 2006.

GRANT APPLICATION FORM

Name of Organisation: YMCA Cornwall

| | | | | |
|---|-----------------|--------------------|------------------------|------------------|
| 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: Carolyn Trevivian | Name: Kate Jarvis |
| Address YMCA Cornwall The Orchard, Alverton, Penzance TR18 4TE | Address YMCA Cornwall The Orchard, Alverton, Penzance TR18 4TE |
| Tel No: 01736 334820 | Tel No: 01736 334820 |
| Email address: Carolyn.trevivian@ymcacornwall.org | Email address: kate.jarvis@ymcacornwall.org |
| Position Held: Fundraiser | Position Held: Marketing Manager |

Please describe the purpose of your organisation and how it benefits communities in the Redruth parish:
 YMCA Cornwall provides supported housing to 50 young homeless people aged 16 to 24. The majority are from West Cornwall and have become homeless or at risk as a result of family breakdown, abandonment or problems at home including domestic violence and abuse. Most have suffered trauma and have associated mental health issues and due to the instability of their home lives their education has been disrupted. The YMCA benefits the community of Redruth by providing a facility for young people from your parish if needed, we do not exclude any young person and we are one of very few residential facilities in Cornwall. As you are aware housing is in short supply right now and very expensive. We address this by providing affordable, safe and secure accommodation and with support from our Housing Team we make sure that each young person moving on from here has the best possible chance of building a successful life for themselves. The future of our young people lies in all our hands, so together we can make a real difference.

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 have 46 flats on our site in Penzance and 4 move-on flats in the town. One of our buildings, Morris House, which comprises 20 flats needs a new roof. Despite ongoing maintenance, the roof is coming to the end of its lifespan. It needs to be replaced before the winter of 2024 to avoid any impact on the building and the 20 residents living there. The cost of replacing it is estimated at around £95,000.

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

See attached quote

Estimated start and end date for the project/activity: June – August 2024

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

Since launching our Raise the Roof Campaign in February we have raised nearly £2,000 from local organisations and private individuals online as well as visitors to the coffee shop on our site.

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

We are approaching all the Town and Parish Councils in Cornwall and have requested any contribution. Even though we are not located nearby to many of them the young people we support come from right across Cornwall. Last year we only had 5 from out of county living here.

| | |
|--|------------------|
| Grant requested from Redruth Town Council: | Any contribution |
|--|------------------|

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

Our waiting list of young people is 17 and they are all from Cornwall. Some are only 15 years old and waiting for their 16th birthday as we cannot admit them before that age.

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

Last year 4 young people from Redruth lived at YMCA Cornwall. Disadvantaged young people from Cornwall, who are at crisis point in their lives, will benefit from this project. These young people have often been repeatedly let down by their parents and the authorities and are therefore cautious about trusting anyone, they are often isolated and under the radar so not receiving any support or access to opportunities. We help them to learn how to live independently, find training or employment, improve their skills and identify issues and problems, which are creating barriers to their progress. Most of the young people here do well and it is rewarding to see them progress, two went on to university from here last year.

How long have you been fundraising for this particular project?

We launched our Raise the Roof Campaign in February 2024 and have raised nearly £2,000

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

NO we have not applied before

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

2023 Accounts attached

Name of payee: YMCA Cornwall
(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:

We can evidence that we meet the needs of young people on several levels. Last year we provided 84 young people with an affordable, stable home with support to help them return to learning, training or gain employment. Of these 33 moved on successfully including 15 who returned to live with their families after resolving disputes and issues while they were here. Residents may stay for up to 2 years. This allows time for educational courses to be completed and to engage with our support or through signposting to other providers. We aim to build resilience and believe that if given somewhere safe and secure to live, with appropriate support, young people are able to acquire the resources they need to thrive and achieve their aim of successful independent living.

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: [REDACTED]

Signature: [REDACTED]

YMCA Cornwall

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2023 £ |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 6,323 | - | 6,323 |
| Charitable activities | 4 | 853,405 | 77,539 | 930,944 |
| Other trading activities | 5 | 33,093 | - | 33,093 |
| Investment income | 6 | 1,999 | - | 1,999 |
| Total income | | <u>894,820</u> | <u>77,539</u> | <u>972,359</u> |
| Expenditure on: | | | | |
| Raising funds | | (25,580) | - | (25,580) |
| Charitable activities | 7 | <u>(992,124)</u> | <u>(60,346)</u> | <u>(1,052,470)</u> |
| Total expenditure | | <u>(1,017,704)</u> | <u>(60,346)</u> | <u>(1,078,050)</u> |
| Net (expenditure)/income | | <u>(122,884)</u> | <u>17,193</u> | <u>(105,691)</u> |
| Net movement in funds | | (122,884) | 17,193 | (105,691) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>552,054</u> | <u>240,268</u> | <u>792,322</u> |
| Total funds carried forward | 21 | <u><u>429,170</u></u> | <u><u>257,461</u></u> | <u><u>686,631</u></u> |

The notes on pages 21 to 43 form an integral part of these financial statements.

YMCA Cornwall

(Registration number: 03684583)
Balance Sheet as at 31 March 2023

| | Note | 2023 £ | 2022 £ |
|--|------|------------------|------------------|
| Fixed assets | | | |
| Tangible assets | 11 | 975,472 | 507,562 |
| Current assets | | | |
| Stocks | 12 | - | 1,322 |
| Debtors | 13 | 70,496 | 66,850 |
| Investments | 14 | 230 | 230 |
| Cash at bank and in hand | 15 | 102,858 | 423,448 |
| | | <u>173,584</u> | <u>491,850</u> |
| Creditors: Amounts falling due within one year | 16 | <u>(120,157)</u> | <u>(111,946)</u> |
| Net current assets | | <u>53,427</u> | <u>379,904</u> |
| Total assets less current liabilities | | 1,028,899 | 887,466 |
| Creditors: Amounts falling due after more than one year | 17 | <u>(342,268)</u> | <u>(95,144)</u> |
| Net assets | | <u>686,631</u> | <u>792,322</u> |
| Funds of the charity: | | | |
| Restricted | | 257,461 | 240,268 |
| Unrestricted | | <u>429,170</u> | <u>552,054</u> |
| Total funds | 21 | <u>686,631</u> | <u>792,322</u> |

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The Trustees have however elected to be audited on a voluntary basis.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The notes on pages 21 to 43 form an integral part of these financial statements.

Thank you for your enquiry, we have pleasure providing our estimate for the work to be carried out on the Accommodation Block flat roof at the above address.

The work for which we have estimated: (Estimate N°21047/NR):

- Erect scaffolding in accordance with Health & Safety regulations.
- Strip off all felt and insulation down to trough decking.
- Scarfe in a 5m section of new PVC fascia and soffit to the rear elevation, plus a 6m section of PVC gutter.
- Supply & fit new 120mm thick PIR Rigid insulation board on & including a vapour control barrier.
- Supply & fix new arris rail and 50mm x 25mm welted drip batten.
- Supply and fit a base layer of IKO self-adhesive underlay 3mm thick fully bonded on and including self-adhesive liquid primer followed by IKO Mach two mineral.
- Form new welts and perimeter upstands where required using IKO underlay and IKO Goldseal mineralised felt.
- All side and end laps to be heat welded.
- Dismantle scaffolding.
- Leave site clean and tidy.

The Materials we will use and how we will carry out the work:

Wherever possible, materials are obtained from Companies who are **Quality Assured to ISO 9002.**

The Guarantee which we offer:

This specification carries a **twenty** year materials guarantee with a life expectancy of 30 years.

Our estimate for the work;

ALL FOR THE SUM OF £78,815.00 PLUS VAT

GRANT APPLICATION FORM

Name of Organisation: **Cardiac Rehab Awareness Support Haven C.R.A.S.H. Heart Support Group**

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: Roy Bullen

Name:

Address C.R.A.S.H
C/O Redruth Community Centre
Foundry Row, Redruth, Cornwall
TR15 1AW.

Address C.R.A.S.H
C/O Redruth Community Centre
Foundry Row, Redruth, Cornwall
TR15 1AW.

Tel No: [REDACTED]

Tel No: [REDACTED]

Email address: [REDACTED]

Email address: [REDACTED]

Position Held: Group Official

Position Held: Group Official

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

The group offers all who have had a cardiac problem, emotional support at these trying times, to be with others that have had this sort of experience is a massive help. The meetings have a cardiovascular exercise regime which is controlled by each person.

We meet every Monday morning at 09:30-11:00 and every Thursday at 13:30-15:00 at Redruth Community Centre & are affiliated with the British Heart Foundation.

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)

This funding application is for replacement adult pads for the AED located in Redruth Community Centre foyer. The pads must be replaced every 5 years. CRASH funded the pads replacement in 2019, but would welcome some fundings support this time. CRASH has already paid for the replacement battery this year.

CRASH secured funding from Redruth Charity Trust in 2014 to buy the AED. CRASH looks after the AED by checking it on a weekly basis and the AED is registered on Circuit website so that it is known about by 111 and 999 and available when the centre is open.

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

Please find attached a quote from St John Ambulance for £180 including VAT for the replacement adult pads. They are due to be replaced in September 2024. The pads have a lifespan of 5 years.

Estimated start and end date for the project/activity: September 2024

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

We support the AED with our volunteer time on a weekly basis and keep the Circuit registration up to date. We have funded the battery this year at a cost of £27.49.

We are not making other funding applications for this at this stage.

Grant requested from Redruth Town Council:

£180.00 including VAT

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

The AED is an emergency device which is available to anyone that needs it whilst the centre is open.

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

The AED is an emergency device which is available to anyone that needs it whilst the centre is open. 50 ex cardiac patients attend CRASH on a weekly basis at Redruth Community Centre.

How long have you been fundraising for this particular project:

We started fund raising in 2014 when the AED was acquired for Redruth Community Centre. We seek funding for maintenance requirements as and when they are needed and we also volunteer time on a weekly basis to look after the AED.

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

One of our founding members, Jim Taylor passed away in September 2023. We are still going through the process of changing our bank signatories so we are not currently in a position to provide our accounts. We are hoping this will be resolved in the next few months.

Name of payee: The C.R.A.S.H Heart Group
(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 would be delighted to receive this funding support to pay for the new Pads for the AED.

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:





Home | Shop | Defibrillators, accessories and training models | Defibrillator accessories, batteries, pads, cartridges, and wall brackets

CPR-D-Padz with First Responder Kit for ZOLL Defibrillators

CPR-D-Padz with First Responder Kit for ZOLL Defibrillators



CPR-D-Padz with First Responder Kit for ZOLL Defibrillators

Product Code: H40000

Save for later

£150.00 **£180.00 inc. VAT**

In stock

Delivery information

Products are typically dispatched within 3-5 working days. [More info](#)

About this product

- For use with ZOLL AED Plus Fully and Semi-Automatic defibrillators
- Also compatible with ZOLL AED Pro, M Series, R Series defibrillators
- One-piece design to help the rescuer place pads on chest
- Provides Real CPR Help on depth and rate of chest compressions
- Includes first responder kit attached.

- One set of CPR-D-Padz electrodes
- First responder kit, including: Face shield, razor, dry wipe, wet wipe, scissors and one pair of disposable gloves
- For more information on how to use the CPR-D Padz, please see the demonstration video

Shelf life: 5 years

Conductive gel: Polymer hydrogel

Conductive element: Tin

Leadwire length: 1.2m

You may also like

GRANT APPLICATION FORM

Name of Organisation: **A Band of Brothers**

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: **Tristan Mackie**

Name: **Thurstan Crockett**

Address

~~XXXXXXXXXX, XXXXX, XXXXX~~

Address

~~XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX~~

Tel No:

~~XXXXXXXXXX~~

Tel No

~~XXXXXXXXXX~~

Email address:

info@all-wind.co.uk

Email address:

thurstan.crockett@abandofbrothers.org.uk

Position Held: **Funding Coordinator West Cornwall**

Position Held: **South West Regional Lead**

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

We are the local, independent, communities, in West Cornwall, of a National Charity, A Band of Brothers (ABoB). ABoB - an award-winning charity helping young men grow and develop, improving their lives and the communities they live in.

The overall aim is to provide a 6-12 month Mentoring Programme for referred young men, between the ages of 18-25, who are in or in danger of entering the Criminal Justice System, (CJS) through their life circumstances, of addictions, substance mis-use, abuse, homelessness, domestic violence, self-harm, potential suicide, mental health challenges, lived in care or experienced neglect and with no positive adult male role model.

The aim is to mentor these young men to find a new purpose in life, away from the CJS, and in doing so they can then become transformed to be authentic young men in the Redruth Community. Statistically, every person who is diverted from our prison system saves the tax-payer £40,000 per annum.

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)

Each Mentoring Programme consists of 10 weeks of weekly 1:1 mentoring; a unique and emotionally challenging, Rites of Passage (RoP) Weekend, followed by a further 12 weeks of 1:1 mentoring, 2 Community Days (where we give our volunteer time back to other volunteer run groups) and an Adventure Day, plus attendance at weekly circles.

This is completed by our Homecoming Event, where family, friends, referral Agencies and Potential Funders come to experience live, the growth and stories of the young men.

Every troubled young man who is referred to ABoB, and who chooses to continue, which a brave step to take, is encouraged to attend all the sessions and the weekend, to learn about themselves from a different perspective and take the opportunity to transform their lives, maybe to break a generational pattern.

As the older men of the ABoB communities, we are the adult male role models, who volunteer our time and mentor each young man who is referred to us.

As we mentor we attend weekly Mentor supervision sessions to help us address any challenges we encounter with the young man we are mentoring.

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

Please see the attached annual budget sheet for each Mentoring Programme

Estimated start and end date for the project/activity:

This year's Mentoring Programme has just started, February 2024, and will close in December 2024, when we start it all again. Next year we aim to run 2 Mentoring Programmes.

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

My role as volunteer Funding Co-ordinator (and trained mentor) continues all year.

Examples of successful applications in the past, include Helston TC, Helston Rotary, Camborne TC, Falmouth TC, Cornwall Community Foundation, Alison Hernandez, the Conservative Police and Crime Commissioners Fund.

A couple of examples of National Foundations are Albert Hunt Trust and the Grocer's Association.

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

The following are recent funding successes.

Helston TC, (2023) - £2,500

Helston Rotary, (2024) - £1,000

Camborne TC, (2024) - £1,000

Falmouth TC, (2024) - £1,000

Grant requested from Redruth Town Council:

£1000

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

We have been operating our ABoB Cornwall Communities, for about 8 years, even through the pandemic, which was challenging for all, and even more so with those young men suffering isolation and the chance that this could lead to stepping into the CJS.

But now that time has passed and we have spent time and effort promoting the work we do through 6 radio interviews in 2023, a feature on BBC Spotlight, greater exposure on social media, and attending public events, and this work continues.

Through this we are finding more, young men are being referred to us and more, older men are stepping-up to become mentors. The general public are also increasingly aware of our mentoring work.

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

This is a difficult question, because we welcome struggling young men in the west of Cornwall, from all and every parish.

Every young man referred to us, is given the chance to take part in our Mentoring Programme.

A number of our current young men and mentors are from Redruth – and we would welcome more, as we see the benefit that can be achieved, for each young man – and for the local Parish.

How long have you been fundraising for this particular project?

From the beginning of 2024 and our successes are shown above and we have other applications on-going

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

We are the west Cornwall ABoB Communities and have serious ambitions to expand into every key town across the county in the future.

But we are the local part of the National Charity where there are about 12 communities across England.

All the finances currently managed by our HQ, as they are the registered charity with the Charities Commission, and their latest published accounts are attached.

We are stepping into being self-funded communities in west Cornwall. Any funding secured for ABoB Cornwall, stays in Cornwall.

Name of payee:
(This should be a group or association and not an individual)

abandofbrothers

Account No: **[REDACTED]**

Sort Code: **[REDACTED]**

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

Please visit the National Charity web-site

<https://abandofbrothers.org.uk/>

and our local Facebook Page

<https://www.facebook.com/ABOBCornwall>

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:

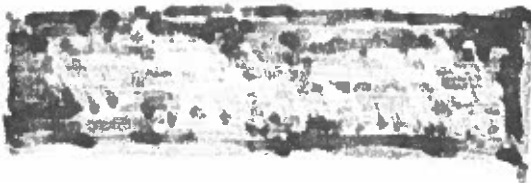
[REDACTED]

Signature:

[REDACTED]

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1. 1. 1. 1.



A Band of Brothers Cornwall Communities

Falmouth, Penzance and St Austell
Final draft Budget 2024/5



Income

| | | | |
|---------------------------------|---|---------|----------------|
| Grants - locally sourced | | | |
| | Unrestricted Grants - funds may be used for any purpose | £21,250 | |
| | Restricted Grants - funds used for specific purposes | £21,750 | |
| | Grants - locally sourced (Total) | | £43,000 |
| Donations | | | |
| | Corporate | £104 | |
| Personal Donations: | | | |
| | Gift Aid recovery | £504 | |
| | Regular Givers: GAYE Give As You Earn salary donation scheme | £0 | |
| | Regular Givers: Individuals - Non Gift Aid Direct Debits etc | £0 | |
| | Individuals - Gift Aid Single donations (plus Gift Aid) | £3,192 | |
| | Individuals - Non Gift Aid Single donations (not eligible for Gift Aid) | £4,200 | |
| | Donations (Total) | | £8,000 |
| | Total Income | | £51,000 |

Expenditure

| | | | |
|---|---|---------|----------------|
| Venue Hire | | | |
| | Hire of 3 halls for weekly circle: 50 weeks @£74 per week (total) | £3,700 | |
| | Woodland Valley Farm Rites of Passage weekend | £3,100 | |
| | Homecoming venue Hire (2 locations) | £700 | |
| | Engagement events - public exposure for referrals | £710 | |
| | Venue Hire (Total) | | £8,210 |
| General Costs as Listed | | | |
| | Equipment & Materials Purchase (non-capital) for Rites of Passage Weekends and events, etc | £1,200 | |
| | DBS Checks across 3 communities | £480 | |
| | Cornwall Engagement Leaders Costs/Expenses | £7,000 | |
| | Training Costs - Suicide, Prevention, Trauma, Domestic Violence, Undersanding Self-harm, Mental Health first aid | £1,000 | |
| | General Costs as Listed (Total) | | £9,680 |
| Food & Refreshments Expenses | | | |
| | Tea, Coffee, Mentor session expenses etc | £1,280 | |
| | Rites of Passage Weekend food (45 men, 3 meals per day, 3.5 days) | £1,320 | |
| | Quest Cycle food 11 weeks @ £25 per week | £550 | |
| | Homecoming food budget | £200 | |
| | Food & Refreshments (Total) | | £3,350 |
| Other Costs as Listed | | | |
| | Local advertising - leaflets, posters, stalls - raising awareness | £1,050 | |
| | Leader costs to support Cornwall Community RoP w/e: Travel | £660 | |
| | Local activity costs: Travel - supporting Mentors | £2,160 | |
| | Other Costs as Listed (Total) | | £3,870 |
| | Total Program Delivery Expenditure | | £25,110 |
| Local Balance | | | £25,890 |
| Administrative Costs including support from A Band of Brothers Charity Head Quarters | | | |
| | Forward Fund - Support new young men Transformation costs | £1,080 | |
| | Kitchen King & Rites of Passage Leaders Payments | £810 | |
| | HQ support - Policies, H&S, Training, Fund Development, PR work, National policy work, Community subsidy, Internal & External Web support | £24,000 | |
| | Total Administrative Costs | | £25,890 |
| Final Total Balance | | | £0 |

ABANDOFBROTHERS**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

| | Notes | Unrestricted fund £ | Restricted funds £ | 2022 Total funds £ | 2021 Total funds £ |
|------------------------------------|-------|------------------------|-----------------------|--------------------------|--------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 37,854 | 24,662 | 62,516 | 45,676 |
| Charitable activities | 4 | | | | |
| Programme delivery | | 125,144 | 148,480 | 273,624 | 235,602 |
| Investment income | 3 | 49 | - | 49 | 155 |
| Other income | | <u>24,458</u> | <u>-</u> | <u>24,458</u> | <u>100,333</u> |
| Total | | <u>187,505</u> | <u>173,142</u> | <u>360,647</u> | <u>381,766</u> |
| EXPENDITURE ON | | | | | |
| Raising funds | 5 | 16,695 | - | 16,695 | 17,253 |
| Charitable activities | 6 | | | | |
| Programme delivery | | <u>162,971</u> | <u>234,138</u> | <u>397,109</u> | <u>260,080</u> |
| Total | | <u>179,666</u> | <u>234,138</u> | <u>413,804</u> | <u>277,333</u> |
| NET INCOME/(EXPENDITURE) | | 7,839 | (60,996) | (53,157) | 104,433 |
| Transfers between funds | 17 | <u>(41,618)</u> | <u>41,618</u> | <u>-</u> | <u>-</u> |
| Net movement in funds | | (33,779) | (19,378) | (53,157) | 104,433 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | <u>154,639</u> | <u>119,724</u> | <u>274,363</u> | <u>169,930</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u>120,860</u> | <u>100,346</u> | <u>221,206</u> | <u>274,363</u> |

The notes form part of these financial statements

ABANDOFBROTHERS (REGISTERED NUMBER: 06113676)**BALANCE SHEET****31 MARCH 2022**

| | Notes | Unrestricted fund £ | Restricted funds £ | 2022 Total funds £ | 2021 Total funds £ |
|--|-------|------------------------|-----------------------|--------------------------|--------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 13 | 1,976 | - | 1,976 | 1,055 |
| Investments | 14 | <u>100</u> | <u>-</u> | <u>100</u> | <u>100</u> |
| | | 2,076 | - | 2,076 | 1,155 |
| CURRENT ASSETS | | | | | |
| Debtors | 15 | 244 | - | 244 | 41,000 |
| Cash at bank | | <u>120,641</u> | <u>100,347</u> | <u>220,988</u> | <u>234,485</u> |
| | | 120,885 | 100,347 | 221,232 | 275,485 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 16 | (2,102) | - | (2,102) | (2,277) |
| NET CURRENT ASSETS | | | | | |
| | | <u>118,783</u> | <u>100,347</u> | <u>219,130</u> | <u>273,208</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | <u>120,859</u> | <u>100,347</u> | <u>221,206</u> | <u>274,363</u> |
| NET ASSETS | | | | | |
| | | <u>120,859</u> | <u>100,347</u> | <u>221,206</u> | <u>274,363</u> |
| FUNDS | | | | | |
| | 17 | | | | |
| Unrestricted funds | | | | 120,859 | 154,639 |
| Restricted funds | | | | <u>100,347</u> | <u>119,724</u> |
| TOTAL FUNDS | | | | | |
| | | | | <u>221,206</u> | <u>274,363</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

