

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

The Chambers, Penryn Street, Redruth, Cornwall TR15 2SP

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

Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

See Distribution

Our Reference:

RTC/400/2/Mtg

Date:

29th January 2020

Dear Councillor

Meeting of the General Purposes Committee – 3rd February 2020

You are summoned to attend a Meeting of the Redruth Town Council General Purposes Committee to be held in the Council Chambers, The Chambers, Penryn Street, on Monday 3rd February 2020, commencing at 7:00 p.m.

The Agenda and associated documentation is attached for your information.

Yours sincerely

Peter Bennett
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Biscoe
Cllr Mrs Biscoe
Cllr Broad
Cllr Brown
Cllr Mrs Davidson MBE
Cllr Mrs Ellenbroek
Cllr Garrick
Cllr Ms Reeve
Cllr I Thomas

Information:

All other Town Councillors
Press & Public

Redruth Town Council

General Purposes Committee Meeting – 3rd February 2020

AGENDA

PART I – PUBLIC SESSION

1. To receive apologies for absence.
2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.
3. *To suspend Standing Orders to allow the public to speak.*
4. To allow the public to put questions to the Committee relating to any items on this agenda.
5. *To reinstate Standing Orders.*
6. To confirm the minutes of the meeting of the General Purposes Committee held on 2nd December 2020. [Minutes attached]
7. Town Clerks Report. [See Report attached]
8. To receive correspondence. [None at time of publication]
9. Reports from Members/Officers:
 - 9.1 Community Projects Manager on her work to date. [CPM – see report attached]
 - 9.2 To update the committee on the work of the Redruth Library and Information Service by the Senior Library & Information Assistant. [SLIA – see report attached]
10. To receive a report on the Review of the Festivals Committee. [Chairman – see report attached]
11. To consider requests for financial assistance. [See schedule and associated papers attached]
12. To exclude the press and public from the meeting for the remaining item of business as their presence would be prejudicial to the public interest by virtue of the confidential nature of the subject matter (data protection), and on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12[A] of the 1972 Local Government Act.

PART II – PRIVATE SESSION

13. Redruth CCTV Management Report for period 30 Sep – 31 Dec 19.



The Chambers, Penryn Street, Redruth, Cornwall TR15 2SP

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

Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

**Minutes Of A Meeting Of The Redruth Town Council General Purposes Committee Held In The
Council Chamber, The Chambers, Penryn Street on Monday 2nd December 2019**

Present: Cllr Mrs J Davidson MBE
Cllr M Brown
Cllr C Garrick
Cllr Ms D Reeve
Cllr I Thomas

Chairman

In attendance: Mr P B Bennett
Mrs J Pascoe
Cllr J Tregunna

**Town Clerk
Administrative Assistant**

PART I – PUBLIC SESSION

1342.1 To receive apologies for absence.

Apologies were received from Cllrs Biscoe and Mrs Biscoe (other commitments), Mrs Ellenbroek and Broad (family commitments).

1342.2 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.

1342.3 To confirm the minutes of the meeting of the General Purposes Committee held on 7th October 2019

1342.3.1 RESOLVED by Majority that the Minutes of the General Purposes Committee Meeting held on 7th October 2019 be accepted as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr Mrs Davidson] Cllrs Garrick and Ms Reeve abstained as they had not been present at the meeting.

1342.4 Town Clerk's Report

A report was circulated prior to the meeting. Cllr Ms Reeve advised the Redruth Art Street Project was at present ascertaining the ownership of a space in Clinton Passage that they wished to use for artwork. They were also waiting on the outcome of a funding application for artwork on the wall at Plain-an-Gwarry, and hoping to commence in February 2020 half term. The Town Clerk stated the designs needed to be brought to Redruth Town Council for approval before any work could begin at Plain-an-Gwarry. Cllr Mrs Davidson advised there had been two Community Conversations held to date, with a further two scheduled at Kresen Kernow and St Andrews Church. A full report would be given at the next meeting. The remainder of the report was noted.

1342.5 To receive correspondence

St Andrews Church – thanks for funds towards restoration of War Memorial

An email had been circulated to the members prior to the meeting. The correspondence was noted.

Office of Police & Crime Commissioner – Preventing business crime

An email had been circulated to the members prior to the meeting. It was agreed the Town Clerk would write to the Office of the Police and Crime Commissioner accepting the offer for a business crime prevention assessment.

Miners Court Christmas Raffle

An email had been circulated to the members prior to the meeting. The correspondence was noted.

1342.6 Reports from Members/Officers

1342.6.1 Community Projects Manager on her work to date

A detailed report on the Community Project Managers (CPM) work since the last meeting had been circulated. The Town Clerk advised the position for a Marketing and Events Assistant would be re-advertised in January. He further advised the Tour of Britain Cycle Race route had been confirmed at a meeting today which Cllr Ms Reeve had attended. It would be passing through Redruth at approximately 11.30am on Sunday 6th September. The report was noted.

Cllr Reeve enquired what the position to date was on work towards Plastic Free Redruth. The Town Clerk would make enquiries with the Community Projects Manager and report back.

1342.6.2 Update on the work of the Redruth Library and Information Service by the Senior Library and Information Assistant

A report had been circulated to the members prior to the meeting. The Town Clerk advised all was going well at the library still. Following a request from Cornwall Council, it had been agreed after discussions with those involved to accept donations of food and forego all monies received from fines for the month of December, in order for them to be donated to the food bank appeal. The report was noted.

1342.7 Unanimously RESOLVED to exclude the press and public from the meeting for the remaining items of business as their presence would be prejudicial to the public interest by virtue of the confidential nature of the subject matter (data protection), and on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12[A] of the 1972 Local Government Act. [Proposed Cllr Mrs Davidson, Seconded Cllr Ms Reeve]

PART II – PRIVATE SESSION

1342.8. Redruth CCTV Management Report for period 1 July 2019 – 30 September 2019

The report was noted.

Chairman

Redruth Town Council
Town Clerks Report – General Purposes Committee
Meeting Date: 3rd February 2020

Ser No	Item	Action	Response
1342.4	Redruth Art Street Project – Wall Space		Yet to be contacted about designs for spaces identified before consent is given
1342.4	Future festivals – “Community Conversations”		Separate agenda item
1342.4	Proposed Organisational and Staffing Review		Verbal update to be given at meeting
1342.6.1	Additional support for CPM		Further recruitment period just ended

REPORT FOR: Meeting of General Purposes Committee on Monday 3rd February 2020

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

2.0 SUMMARY OF IMPLICATIONS

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

3.0 TERMS OF REFERENCE

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

4.0 REPORT

4.1 Organisation of community events

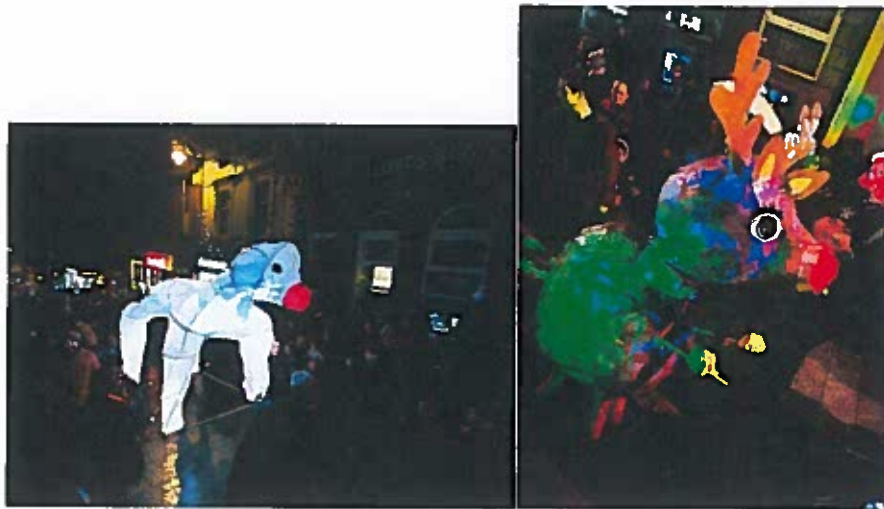
Redruth Christmas Event – Saturday 30th November 2019

Firstly, I would like to say thank you very much to Barbara Barnes, Chris Strugnell, Alec Webb, Chris Curnow and Jason Hill for all their help on the night of the Redruth Christmas Event. It was the first time we did the parade (as previously it was done by Krowji) and Barbara and Chris C did a fantastic job of organising and arranging all the schools and community groups.

The evening went well, despite the forecasted weather, and we had a positive turnout and feedback via social media. The lights looked great and we got some lovely comments from shops in town saying how wonderful they looked.

The theme for the evening was Reindeer, so here is a selection of Reindeer pictures from the evening – real and handmade!





St Piran's Festival – Saturday 7th March 2020

Plans for this year's St Piran's Festival are coming along nicely, I will be submitting the programme to print, so once that is back Barbara and myself will get that distributed around town and to schools. We have a line-up of music and dance booked for the day. The parade will start from behind the cinema, and end at the Miner's Statue. We have been inviting schools, church leaders and community groups to the parade, so we are hopeful for a larger than previous year's parade which will be good.

I have been working with a local artist Gill Wild (who designed our Pasty Festival programme cover and Highway 77 logo) to design our front cover and poster for the day:-



This will get distributed around town, put in bus stops and used on social media to promote the day.

We will be having the following at St Piran's – Classic Cars, Live Music, Talon's Animals, Market Stalls, Army Recruitment stall, Food Stall and a Merry-Go-Round.

Murdoch Day

Date for 2020 has been confirmed as Saturday 13th June

Redruth International Mining & Pasty Festival
Date for 2020 has been confirmed as Saturday 12th September

Redruth Fun Day
Date for 2020 has been confirmed as Sunday 13th September

4.2 Marketing and tourism aspects of the Town Council's work including management of the Tourist Information Point

At present we have 7 Facebook pages, 1 Facebook group, 1 Facebook profile, 1 Twitter account and 1 Instagram account all for different aspects of the town and ever growing likes and interaction.

- Redruth Town – 3684 (up by 189 from my last report)
- Mayor of Redruth – 309 (up by 3 from my last report)
- Redruth Christmas Festival – 401 (up by 14 from my last report)
- Redruth International Mining & Pasty Festival – 1236 (down by 3 from my last report)
- The Redruth St Piran's Festival – 801 (up by 9 from my last report)
- Visit Redruth Instagram – 1295 followers (up by 48 followers from my last report)

Tourist Information Point

The NEW Visit Redruth leaflet has gone to print, this will mainly be distributed by Seymac (via the tourist information leaflet stands around Cornwall) but we will use them to promote the town when we are out about – so when they arrive, be sure to pop in the offices and pick some up – They look FAB!



Barbara will be continuing her shadowing of Redruth Library and Information (whilst giving out Tourist Information when it's needed) from Tuesday 4th February. This is so she continues to learn the different aspects of work in the Library for when we move to the Civic Centre in late March.

4.3 **Community Capacity building work**

Nothing to report.

4.4 **Partnership building**

Nothing to report.

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

I've re-advertised for the Marketing ad Events Assistant role, with a closing date of Friday 31st January.

4.6 **CONCLUSION**

4.7 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**

4.8 That this reported is noted.

Lara Hill
Community Projects Manager

REPORT FOR: Meeting of General Purposes Committee on Monday 3rd February, 2020.

1.0 SUBJECT OF REPORT: To update the committee on the work of the Redruth Library and Information Service

2.0 SUMMARY OF IMPLICATIONS

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

3.0 TERMS OF REFERENCE

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

4.0 REPORT

Since the last General Purposes Committee meeting we have reviewed one set of monthly performance data, covering December 2019. A summary of the report is detailed below;

4.1 Performance Report – December 2019

Activity	Amount	Review
Attendance at Events and Activities	557	This includes our regular Bookstart Rhymetime and 3 book group meetings, Lego club and Coding club
Footfall (people counter)	4,819	Our daily visitors to the building are logged via a footfall counter, this has increased due to the popularity of the Christmas Grotto over the last two years (2017 – 4,319; 2018 – 4,502; 2019 – 4,817).
Total no of Books issued per month	5,947	The total number of books borrowed at Redruth Library during December.
New Borrowers joining the Library	24	A steady increase in new borrowers.
Computer usage	259	There were 259 logged computer sessions during December.
Information Service transactions on behalf of CCC	97	The Information Service requires the staff to capture all transactions performed on behalf of Cornwall Council and to log them onto Lagan (a computerised database system). Recording every transaction remains a priority across the service.

To illustrate the context across Cornwall, the summary table below shows the annual comparison totals.


The most interesting point to note is the increase in the use of E-resources across the county by 39%.

Monthly total	December 19	December 18	+/-	%
All issues	104,564	114,985	-10,421	-9%
New Borrowers	489	540	-51	-10%
Activities	4,375	4,832	-457	-10%
PN usage	8,228	9,550	-1,322	-16%
E resources	54,504	33,054	+21,450	+39%
Lagan CC Process	707	576	+131	+19%
Lagan Dashboard Service	20,927	15,654	+5,273	+25%

4.2 Site Monitoring Visit

The Cornwall Library Service monitoring visits took place on Friday 6th December, 2019 with Rosemary Phillips.

It was agreed that the main focus of all site visits would be the countdown to our move to Redruth Civic Centre – ensuring that all elements of the move are actioned in a timely and efficient manner.

Key Aspects	Review
Condition of the Stock and stock management	<p>The stock is looking really healthy. The main focus during January and February 2020 is ensuring that all non-issuing and grubby stock is withdrawn in readiness for the move.</p> <p>The book sale is continuing until the end of February to offload older non issuing books.</p>
Cash Handling and Reporting of any Discrepancies	<p>There have been no problems with cash handling and no discrepancies. All G4S collections have taken place on time and there have been no missed collections. We have the new schedule in place for collections this year and also have confirmation of the temporary closure of service due to the move.</p>
Library Offer 	<p>Since my last report, Redruth Library and Information Service has supported the following activities, events and Universal Offers;</p> <p><u>Food for Fines</u></p> <p>Redruth LIS supported the “Food for Fines” initiative trialled by the Cornwall Library Service during December. The purpose of the initiative was to encourage library members who have existing fines and are therefore disengaged with using their local library to come back. The fines would be wiped if the customers donated food to the Library for Camborne-Redruth Foodbank.</p> <p>The response was overwhelming – including customers bringing in donations without any fines! One such donation was the Redruth Ladies Not a Booker Prize Book Club who collected a box full of food, toiletries and personal items (pictured below) to support our local foodbank (collection point St Andrew’s Church).</p>



Christmas Festival

The Christmas Festival was jammed packed with Christmas activities including the Redruth Santa's Grotto. These included;



Bookstart Rhymetime Christmas Parties

The library hosted two annual Christmas Parties for the Tuesday and the Friday Rhymetime clubs for children from 0-4 years. There were 25 children who received a book from Santa's Sack delivered by our very own Christmas Fairy.





Jingle Bells, our Young Volunteers, Big Sound and Jake (and his trombone)

To support Santa's Grotto, our Young Duke of Edinburgh Volunteers were in high spirits – getting into the festive season and encouraging our visitors to take part in all of our activities.

Big Sound, a local singing group from Trewirgie School, performed in the Library – to a great response. We encourage as many schools and local groups as possible to get involved with our Library activities.

Jake and his trombone have become a firm favourite over the Christmas period. Jake is a big part of our Young Book Club and writes reviews, stories and loves to perform Christmas Carols and Songs during our Santa Grotto's.



Santa's Grotto

Santa's Grotto was once again magical this year! It was made even more so by the additional opening date for invited guests from the community including Lowen Harts Nursery and from Adults with Learning Disabilities via Choices.

In total 525 people saw Santa – an incredible number!!!



12 days of Christmas

The Twelve Days of Christmas Art installation was a great success. Cornwall College Art students created a Cornish Twelve Days of Christmas collection with interactive displays which were very well received.



Lego Club and Coder Dojo

The Lego Club and Coder Dojo ran during December in addition to all of the Christmas Activities. The clubs are extremely well supported by the local community and over 25 young people attended the sessions.

Customer skills	<p><u>Hosting</u></p> <p>All staff are very welcoming. The "Customer Radar" is always on assisting customers as required.</p> <p><u>Soft Skills</u></p> <p>All staff use questioning skills to ascertain customer needs.</p>
Quality standards	<p>The ambience is very good, Redruth Library and Information Service is always inclusive and welcoming.</p>
Performance Reports	<p>As detailed in 4.1.</p>

4.3 IT Issues

The Kiosks have been upgraded and there has been considerable "teething troubles" across the whole of Cornwall Library Service. This has not been helped by the countywide roll out of Windows 10 that our Kiosks could not support.

Myself and Sarah Bolton are due to attend specific kiosk training during February provided on behalf of the Cornwall Library Service by Bibliotheca – the manufacturer of the equipment.

4.4 **Publicity**

The Library's Facebook page has received 417 likes - and it keeps on climbing. Posts are scheduled weekly to support the Universal Library Offers, the Six Steps programme and the Children's Promise. All activities that the Library holds or engages with, apart from local events, are part of the Universal Offer. The details of our closure due to the move and extending library loans will also be a focus over the next couple of months.

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

Nothing to report.

4.6 **CONCLUSION**

4.7 Our Christmas festival at Redruth Library and Information Service was a fitting final tribute to our service delivery year in the Passmore Edwards building. The atmosphere was truly wonderful, and our staff are inspirational. Our focus over the next two months is the move to the Redruth Civic Centre, ensuring that this runs smoothly with as little interruption to the service as possible. We have an agreed programme of weekly actions that will enable us to get everything done in time to move – during February all back office “kit” will be packed away and our new contact details will be transferred to all of our Library Information leaflets.

Our new location is so exciting for the delivery of Library and Information Services in Redruth. The new facilities and increased opening hours will enable us to provide more services to our local community and will ensure that Redruth Town Council continues to build the additional capacity that the Town needs.

4.8 **RECOMMENDATION**

It is recommended that this report be noted.

Claire Waterhouse
Senior Library and Information Assistant

REPORT FOR: Meeting of the General Purposes Committee on 3rd February 2020

1.0 SUBJECT OF REPORT: Review of the Festivals Committee - an update

2.0 SUMMARY OF IMPLICATIONS

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

3.0 TERMS OF REFERENCE

- 3.1 This committee agreed in June 2019 that an overhaul of the Festival Committee's operation should be considered. It is very important for Redruth in our future scoping for our festivals, which are so popular, that we build in some radical new and exciting features to bring a fresh and innovative feeling to all that we do.

4.0 REPORT

- 4.1 Community Conversations – A series of community conversations have been held in the period since September 2019, in a variety of locations. Some conversations are still to be carried out, along with an on-line survey to be created by the Community Projects Manager.

Participants in the conversations were asked to complete a questionnaire, the results of which are still being collated and will be available for Full Council at the end of February 2020.

- 4.2 Outcomes – To date the findings have been very positive, with the majority of participants wanting to see more activities in town. Children's events and markets were the highest scorers with monthly timings heading the list.

- 4.3 Working Party Approach – The findings back up the need to overhaul the current Festival Committees operation and make up. We need to reach out to businesses and organisations to attend a meeting to be held at regular intervals to input ideas and bring energy to our planning. There is the suggestion of a monthly working party style approach to each Festival. These groups would then feed into an overarching meeting held potentially bi-monthly.

- 4.4 Heritage Action Zone Project – The scope of this project includes the possibility of funding for additional events in town over the next 5 years and it is important we work in conjunction with this initiative.

5.0 RECOMMENDATIONS

- 5.1 It is recommended that:

- | | |
|----|--|
| a. | the current Festivals Committee is replaced by a series of Festival Working Groups which feed into a small GP sub group; |
| b. | the findings of this report are sent to the Full Council for discussion and adoption. |

Councillor Judy Davidson
Chair, General Purposes Committee

Redruth Town Council
Appeals Schedule
Meeting Date: 3rd February 2020

Budget 2019/2020: £3000		Allocated to date: £1028.95	Balance available: £1971.05	
No	Appellant	Amount Requested/Purpose	Recommendation	Previous Awards
1.	Adventure Playground, Gweal-an-Tops	£4470 towards The BigReadFest with a focus on all things literary for children from Redruth and the surrounding villages in May 2020.		NIL
2.	iSight Cornwall	£300 towards the objectives of the charity		£500 – Aug 18
3.				

GRANT APPLICATION FORM

Name of Organisation: Gwealan Tops Adventure Playground

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

Name: Charlotte Willson	Name: John Fitzpatrick
Address: Gwealan Tops Adventure Playground School Lane Redruth TR15 2ER	Address Gwealan Tops Adventure Playground School Lane Redruth TR15 2ER
Tel No: [REDACTED]	Tel No: 01209 697 717
Email address: [REDACTED]	Email address: manager@gwealantops.org
Position Held: Deputy Adventure Playground Manager	Position Held: Adventure Playground Manager

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

Our vision as an organisation is to provide a free to enter, stimulating play environment for school-aged children from Redruth and surrounding areas and to promote and support the growth and development of play provision across Cornwall. Gwealan Tops Adventure Playground is the first and (currently) the only staffed adventure playground in Cornwall and, whilst offering an attractive destination for the wider region, has maintained its focus on offering free play opportunities to local children including some of the most deprived families in the country. Nowadays because of heavy traffic, stranger danger, unfriendly public spaces that have 'No ball games' signs and where young people are asked to move along, it offers the kind of space where children can experiment and make mistakes, test out new experiences or repeat earlier behaviours, be different than they are at school or in the family, forge friendships and develop their personalities without trying to meet the expectations of adults

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)

Inspired by a 10-year-old, book-loving, girl's mis-reading of a sign about 'The Reading Festival', Gwealan Tops will be hosting The Big ReadFest, with a focus on all things literary, for children from Redruth and the surrounding villages and families across Cornwall on Saturday 16th May 2020.

With live readings, performances and storytelling throughout the day, a chance to 'meet the author', a reading corner with a Book Swap, a range of workshops suitable for all ages, plus lots of fun activities, this is sure to be an exciting day to extend and develop the imaginations of children and young people from Redruth and across Cornwall.

The Festival will take place at Gwealan Tops Adventure Playground in Redruth – using the old school building and the large free-play site, with structures, swings and slides as well as wild areas and lots of space to roam, explore, experiment and create, which will have a team of experienced staff working on-site throughout the day.

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

Activity	Cost
Gwealan Staffing of activities and festival management	£700
ReadFest Co-ordinator	£900
Performance fees	£950
Workshop costs	£1,100
Author fees	£270
Festival entertainers	£500
Marquee Hire	£100
Site costs	£500
Printing and advertising	£250
Total Costs	£5,270

Estimated start and end date for the project/activity: The festival will be a one-day event, which takes place on **Saturday 16th May 2020**, from 10am-7pm

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

We are working with many local organisations who have offered their services (workshops and performances) at reduced costs due to the nature of the festival and the community development work that it offers. We will also charge outside vendors for the use of our space (estimated 10 vendors @ £20 each - £200). Gwealan will provide the site free of charge (in kind donation £500) and we have been donated a marquee for the event (in kind donation £100).

At present, we have no other funding bids in place although, should we need to, we would make applications to FEAST, Awards for All or the Arts Council.

We are hoping that, because of the nature of the festival and the opportunity that it offers to local residents of Redruth, that the Town Council will wish to contribute to it.

Grant requested from Redruth Town Council:	£4,470
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How do you know there is a local need for your project/activity? Please give recent evidence.

An article in The Big Issue (2 Dec 2019) has highlighted that Literacy is vital in preventing poverty and that it is important that children have access to books. According to the National Literacy Trust's recent survey there are 383,755 children growing up in the UK in 2019 who do not have this access. None of those children own a book and it is already leaving them behind. Research shows that the children who do own books are six times more likely to read above the level expected for their age and are three times more likely to enjoy reading. This research also shows that the lack of access is down to inequality too, with disadvantaged children being less likely than their peers to own a book.

With this in mind, and the fact that we are working with some of the most disadvantaged families in Cornwall at Gwealan Tops, we would like to provide an opportunity for children and their families to experience and enjoy a literacy festival, where there will be access to books for all.

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

At family days during the school holidays, we regularly have over 200 people on site. A large proportion of these will be from the Redruth parish area.

We anticipate that the festival will attract more people, hoping for up to 300 on site.

Whilst aimed at children of all ages, we expect the festival to be a family event, which will ensure people of all ages will benefit. Ensuring that costs are kept to a minimum for families will also enable the festival to be accessible.

How long have you been fundraising for this particular project:

We are in the very early stages of developing the festival so have done no fundraising as of yet.

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

Attached

Name of payee: Gwealan Tops Adventure Playground
(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 have already had a lot of interest in the festival, both from children who attend our sessions, local families and schools and artists and organisations who would like to attend and perform.

There will be a full programme of workshops and performances, which will cater for all age ranges of children and will include fun making activities too.

We will be offering a Makaton workshop, where families will learn how to sign a story and also have a Cornish workshop planned.

We will be encouraging local residents to attend the festival to share their stories about the old school at Gwealan Tops and the local history of Redruth.

We anticipate having a number of local authors and booksellers at the event and are currently working with Colin Midson, Creative Director of the Port Eliot Festival, to see how students from Falmouth University might support the event.

We will also be running a competition for local school children to write poems about play.

We are extremely passionate about providing this unique experience for children and their families in Redruth and the surrounding areas and hope that you will be too.

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: *CWillson*

Signature: *JFitzpatrick*

Charity registration number: 1144060

Gwealan Tops

(An unincorporated charity)

Annual Report and Financial Statements

for the Year Ended 31st March 2018

Cornwall Community Accountancy Service
The Elms, 61 Green Lane
Redruth, Cornwall TR15 1LS

Gwealan Tops
Statement of Financial Activities (including Income and Expenditure
Account) for the Year Ended 31st March 2018

	Note	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Income					
Income and endowments from:					
Donations and Legacies		5,019	-	5,019	-
Charitable activities	2.1	26,258	103,739	129,997	127,426
Investments	2.2	4	-	4	10
Total		31,281	103,739	135,020	127,436
Expenditure					
Expenditure on:					
Charitable activities	3	27,042	99,176	126,218	94,159
Total		27,042	99,176	126,218	94,159
Net income/(expenditure)		4,239	4,563	8,802	33,277
Transfers between funds		14,338	(14,338)	-	-
Net movement in funds		18,577	(9,775)	8,802	33,277
Reconciliation of funds:					
Total funds brought forward		36,538	18,006	54,544	21,267
Total funds carried forward		55,115	8,231	63,346	54,544

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form an integral part of these financial statements.

Gwealan Tops
(Registration number:1144060)
Balance Sheet as at 31st March 2018

		2018	2017
	Note	£	£
Fixed assets			
Tangible assets	10	27,190	23,007
Current assets			
Debtors		1,000	13,842
Cash at bank and in hand		39,141	22,978
		41,141	36,820
Creditors: Amounts falling due within one year	12	(3,985)	(5,283)
Net current assets		36,156	31,537
Net assets		63,346	54,544
The funds of the charity:			
Total restricted funds		8,231	18,006
Unrestricted funds			
Unrestricted income funds		55,115	36,538
Total charity funds		63,346	54,544

For the financial year ended 31st March 2018 the charity was entitled to exemption from audit.

Trustees responsibilities:

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

Approved by the Board on and signed on its behalf by:

.....

Elizabethe Williams, Chair of Trustees

The notes on pages 9 to 16 form an integral part of these financial statements.

GRANT APPLICATION FORM

Name of Organisation: iSightCornwall (The Cornwall Blind & Partially Sighted Association)

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: Carole Theobald

Name: Clare Green

Address

The Sight Centre, Newham Truro TR1 2DP

Address

The Sight Centre, Newham Truro TR1 2DP

Tel No: 01872 261110

Tel No: 01872 261110

Email address:

Email address:

Position Held: Chief Executive

Position Held: Trustee

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

iSightCornwall is Cornwall's oldest charity – established in 1856. Our Centre is in Truro but we are fiercely proud and praised for our truly local services. Our aim is to enable people to lead active and independent lives.

We are an independent organisation that provides free practical and emotional support to around 4,000 blind and partially sighted residents of Cornwall every year.

For most people it is devastating news, emotionally distressing and takes time to adapt, initially they're consumed by the belief that they have no hope of leading an active, independent life ever again. The emotional reaction resembles that of grieving and can lead to feelings of isolation and depression. We are there every step of the way; it can take a few months or even a few years.

The grant will used directly to support 189 residents of the Redruth parish.

We are 13 staff and 220 volunteers.

DETAILS OF THE PROJECT/ACTIVITY

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

The project is to provide local specialist sight loss services. To include:

1. To help older people maintain their independence and wellbeing. For example, we make a home visit appointment to access individual needs. We provide specialist magnifying aids and lighting that assist with everyday living e.g. reading and watching the TV and also provide daily living aids e.g. safety gadgets to help with cooking and assistive tech e.g. special mobile phones to keep in contact with friends and family. We also refer to other statutory an non-statutory organisations to fast track benefit claims, social services assessment and community health services.
2. To prevent isolation and loneliness in people of all ages we have a befriending service with regular phone calls from trusted volunteers and offer membership to social and activity clubs e.g. dance, singing and bowls. Transport is provided with one of our

trusted volunteer drivers.

3. To enable job-seekers access to opportunities to employment and learn new skills. We work with job centres and education to gift essential specialist equipment and software to retrain and secure work placements. We coach and support employers on the small workplace adjustments required.
4. And finally, we will host a local drop-in event, and we offer appointments in partnership with local opticians.

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

Community team for low vision, technology, hospital liaison; volunteer management. Plus expenses. To cover West Cornwall.	£20,900
Equipment and aids	£10,450.00
Assistive technology equipment	2800.00
Volunteer expenses	200.00
Event day	100.00
Total	34450.00

Based on the number of new contacts alone (43) we anticipate an average of 2.5 hours per person = 134 hours which equates to 19 days over the year. Plus an average of £60 in aids for each of the new contacts (24) = £1,440.

Estimated start and end date for the project/activity: April 2020 – March 2021

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

Funding source	Applied	Secured
Designated reserves – year on year		20000
Community fundraising – collection tins		3000
In memorandum gifts		2500
Resident donations		1250
Local council grants (x2)		850
Local council grants (x6)	2450	
Private donor	2000	
James Tudor Foundation	2400	
Total	6850	27600

Grant requested from Redruth Town Council: £300

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

We assess need and seek reassurance from the people we support via feedback and surveys.

We have just completed an annual survey with 550 responses. The responses to key questions provide the additional confidence to our decision-making.

Q1. What impact does your sight condition have on your quality of life?

40% responded Moderate, 39% Severe and 11% Very severe.

Q2. How much has your sight loss affected your leisure time and hobbies?

72% said 'Significantly and Extremely'.

Q3. How much has your sight loss affected your mobility and getting around?

30% said Moderately, 36% Significantly and 17% Extremely.

Q4. 94% rated information, support and services as 'Excellent and Good'.

Q5. What would you like more support with?

54% reading, equipment and technology; 34% transport; 24% social activities and 19% befriending

Feedback from Redruth parish residents

"I just wanted to thank everyone concerned with the Redruth library event for such a helpful and informative time. I really appreciated the caring and efficient attention given and clear explanations to questions. My sincere thanks to everyone." – Peter

"Thank you for rescuing me yesterday from my appointment at the hospital. I wish I had known about you when I had my cataracts surgery in 2016!" – Christina

"You are all lovely and caring at iSightCornwall." – Annie (Mum of a client who has received Assistive Technology support)

"I have just received the aids you mentioned yesterday – my goodness Speedy Gonzalez has nothing on you!! What wonderful service. Dealing with iSightCornwall is always rewarding, and I sing your praises whenever I can." – Barbara

Myrna (client) held a coffee and cake morning with friends and raised £110. She said "[I] hope it will help in some small way."

The Camborne Redruth Floral Club gave a £80 donation in memory of "a well beloved member of our club".

NHS data

Around 3,000 people in Cornwall (NHS data) are diagnosed with severe and partial sight loss each year. Only 11% choose to register and therefore automatically referred to statutory care services. This means that 89% do not receive a pathway to further practical and emotional support. **We plug the gap as only dedicated specialist support in Cornwall.**

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

189 blind and partially sighted people – of all ages.

(146 existing and 43 new contacts.)

Based on the number of new contacts alone we anticipate an average of 2.5 hours per person = 134 hours which equates to 19 days over the year. Plus an average of £60 in aids for each of the new contacts (24) = £1,440.

How long have you been fundraising for this particular project?

8 months

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

Yes. August 2018 – £500

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

Attached

Name of payee:

(this must be a group or association and cannot be an individual) iSightCornwall

Please write here anything else you wish to say about 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:



**The Cornwall Blind and
Partially Sighted Association
(Limited by Guarantee)
Trading as iSightCornwall**

Annual report and financial statements

For the year ended 31 March 2019

Company registration number 05357432

Charity registration number 1108761

The Cornwall Blind & Partially Sighted Association (Limited by Guarantee)
Trading as iSightCornwall

Statement of financial activities (incorporating income and expenditure account)

For the year ended 31 March 2019

	Note	Unrestricted general funds £	Unrestricted designated funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
Income						
Donations and legacies	3	247,465	-	-	247,465	240,246
Income from charitable activities	4	11,956	-	41,560	53,516	65,925
Income from trading activities	5	76,091	-	-	76,091	78,612
Investment income	6	37,017	-	-	37,017	32,072
Total income		372,529	-	41,560	414,089	416,855
Expenditure						
Cost of raising funds	7	84,240	-	-	84,240	86,222
Investment management fees		5,876	-	-	5,876	8,714
Cost of charitable activities	8	278,352	79,696	41,560	399,608	410,502
Total expenditure	11	368,468	79,696	41,560	489,724	505,438
Net income/(expenditure) for the year before gains/(losses) on investments and transfers		4,061	(79,696)	-	(75,635)	(88,583)
Net gains/(losses) on investments		35,714	-	-	35,714	(34,283)
Net income/(expenditure) for the year before transfers		39,775	(79,696)	-	(39,921)	(122,866)
Transfers		(74,035)	74,035	-	-	-
Net movement in funds		(34,260)	(5,661)	-	(39,921)	(122,866)
Reconciliation of funds						
Total funds brought forward		199,001	1,169,682	-	1,368,683	1,491,549
Total funds carried forward		164,741	1,164,021	-	1,328,762	1,368,683

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The Cornwall Blind & Partially Sighted Association (Limited by Guarantee)
Trading as iSightCornwall

Balance sheet

As at 31 March 2019

	Notes	£	2019 £	£	2018 £
Fixed assets					
Tangible assets	14		275,021		280,682
Investments	15		784,866		848,688
			<hr/>		<hr/>
			1,059,887		1,129,370
Current assets					
Stock		24,610		26,717	
Debtors	16	47,897		160,441	
Cash held on deposit		173,440		94,494	
Cash at bank and in hand		102,444		24,028	
		<hr/>		<hr/>	
			348,391	305,680	
Creditors: amounts falling due within one year	17	(46,027)		(29,748)	
		<hr/>		<hr/>	
Net current assets			302,364		275,932
			<hr/>		<hr/>
			1,362,251		1,405,302
Creditors: amounts falling due after more than one year	18	(33,489)		(36,619)	
		<hr/>		<hr/>	
Net assets	19		1,328,762		1,368,683
			<hr/>		<hr/>
Funds of the charity:					
Restricted funds	20		-		-
Unrestricted designated funds	21		1,164,021		1,169,682
Unrestricted general funds	21		75,895		169,585
Unrestricted revaluation reserve	21		88,846		29,416
			<hr/>		<hr/>
Total charity funds			1,328,762		1,368,683
			<hr/>		<hr/>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2019. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of section 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 company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on

Trustee

Company registration No: 05357432