

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

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

Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

Our Reference:
RTC/400/1/Mtg
Date:
29th July 2020

See Distribution

Dear Councillor

Monthly Meeting of the Council – 3rd August 2020

You are summoned to attend the Monthly Meeting of the Redruth Town Council to be held remotely and virtually on Monday 3rd August 2020. Proceedings will commence promptly at 7 p.m.

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

Yours sincerely

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

Peter Bennett
Town Clerk

Enclosures

Agenda and associated documentation.

Distribution:

Action:

All Redruth Town Councillors

Information:

Press & Public

Cornwall Councillors (Redruth EDs)

President, Redruth Chamber of Commerce

Inspector J Shields, Devon & Cornwall Constabulary

Monthly Meeting of the Redruth Town Council

3rd August 2020

AGENDA

PART I - PUBLIC SESSION

1. To confirm members can communicate with others at the meeting and 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 Council.
5. *To reinstate Standing Orders.*
6. To deal with local Police issues – Police Liaison Group Meeting, 29th July 2020. [See report attached]
7. To receive reports from the Cornwall Council Ward Members on their work within the Redruth parish. [See reports attached]
8. To receive a report from the Community Link Officer, Ms Charlotte Caldwell. [See report attached]
9. To receive the Town Mayor’s announcements. [See report attached]
10. To confirm the Minutes of the:
 - 10.1 Monthly Meeting of the Council held on 6th July 2020. [Minutes attached]
11. To receive the Town Clerk’s report. [Report attached]
12. To receive Correspondence.
13. Cllr Mrs Ellenbroek puts the motion “that this Council applies for CIL funding to improve signage in areas to, and on, the Mineral Tramway trails around Redruth; Carn Marth to the town centre; and if possible, on the Great Flat Lode, and Cornwall Gold Centre to town centre.”
14. To consider and approve the payment of Homeworking Expenses to employees during “lockdown”. [See report attached]
15. To consider requests for financial assistance. [See schedule attached]
16. To receive and approve the Schedule of Accounts. [See schedule attached]
17. To exclude 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 (employee terms and conditions), 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

18. To confirm members can communicate with others at the meeting and that no other person within their location is able to overhear discussions
19. To discuss a letter from Redruth Revival CIC on future collaboration.

REPORT FOR: Meeting of the Council 3rd August 2020

1.0 SUBJECT OF REPORT: To receive notes from the Police Liaison Group Meeting held on 29th July 2020

2.0 SUMMARY OF IMPLICATIONS

- | | | | |
|----|-----------|---|-----|
| a. | Policy | - | Yes |
| b. | Financial | - | Yes |
| c. | Legal | - | Yes |

3.0 REPORT

3.1 Introduction

A Police Liaison Group Meeting was held on Wednesday 29th July 2020. The main points arising were as follows:

Unable to provide ASB stats for Kresen Kernow- apologies, but young people have been identified by PCSO and PC and clinic being run at police station to issue ASB warnings.

Police are going to place officer in CCTV control room on a trial basis to check ongoing ASB issues in town centre.

- Speedwatch- Cornwall coordinator is on long term sick leave. Role being covered by Dorset coordinator. Currently no capacity to set up any new teams or to take to new volunteers. Email address available and have requested we are supplied with it.
- Recent Speeding initiative now ended but police happy with results.
- Licensing- no major issues with pubs reopening so far.
- Funding from PCC for additional support for patrols and CCTV coverage over the summer not allocated to our area; coastal resorts only.
- Staffing- Neighbourhood Beat Manager has been promoted to the integrated management team so there is a temp NBM in post until end of summer when role will be advertised.
- Summer leave cover in place for when the Inspector and and Neighbourhood Beat Sergeant are away, however this will affect response times to everyday police issues.
- Those present commended new Inspector for approach to community liaison to date.

4.0 RECOMMENDATIONS

- 4.1 It is recommended that the report be noted.

Cllr Deborah Reeve
Town Mayor

Community Link Officer's report for Redruth Town Council July 2020



Charlotte Caldwell:
07741 304606
charlotte.caldwell@cornwall.gov.uk

General Update

- The next CPIR Community Network Panel meeting takes place on 4th August from 5:45pm – 7:00pm and will focus on Road Safety as the main theme with guest speakers from Cormac (Adrian Roberts) and CC Transportation team, Natalie Warr. This meeting will take place on Teams. If anyone would like the invite this has been sent to the clerk and Mayor.
- I am continuing to compile a CPIR Daily Update which I trust you have all seen each day, to ensure that everyone on the circulation list is updated on key matters and urgent information whether they are local residents, partner organisations or businesses.
- The directors of the Youth café CIC are meeting on 5 August and will be discussing the plans for re-opening and what the risks are, and how this might be done in a safe way for very few numbers. I will provide an update at the next meeting.
- We have received positive feedback on the CPIR booklet, which the Royal Mail have kindly distributed for free.
- I attended the recent Redruth Revival Board meeting and am supporting them with an Awards for All bid for

funding.

- I have been supporting community groups and working with Members to ensure that the Community Chest crisis grants, which have been match funded by Coastline Housing have been appraised swiftly to enable the money to reach the place where it is urgently needed.
- I have written to the clerk to explain the process for claiming the agreed £15k under the Reopening High Street fund.
- I recently attended the Redruth Brewery masterplanning meeting and will continue to do so in support of the plans.
- The CPIR Town Centre place shaping education and skills workshop took place recently and this is looking at a town takeover for all things education focused, for Redruth and Camborne.
- During the current crisis, I am continuously updating with new articles and news, our CPIR Facebook and Twitter page. To remind you all, the facebook is Camborne Pool Illogan and Redruth Community Network and the Twitter is @CPIR_CN

If you have any articles or news items you would like me to upload please let me know by email, thank you.

***Charlotte Caldwell -
Community Link Officer***



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
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 held remotely and virtually on
Monday 6th July 2020

Present: Cllr Ms D Reeve Town Mayor
Cllr S Barnes
Cllr Mrs A Biscoe
Cllr H Biscoe
Cllr A Bishop
Cllr M Brown
Cllr Mrs J Davidson
Cllr Mrs B Ellenbroek
Cllr Ms C Page
Cllr I Thomas
Cllr J Tregunna

In attendance: Mr P B Bennett Town Clerk
Ms A Hunt Office Administrator
One local resident was also in attendance

PART I – PUBLIC SESSION

1360.1 To confirm Attendance and Apologies for absence

The Clerk confirmed with each Member present that they could hear and if applicable see the proceedings. Apologies were received from Cllrs Broad and Garrick (other commitments).

1360.2 Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda

Cllr Biscoe declared an interest in Serial No. 18 at Item 17 on the Agenda and would sign accordingly as soon as practicable. Cllr Thomas declared an interest in Serial No. 57 at Item 17 on the Agenda and would sign accordingly as soon as practicable.

1360.3 To deal with local Police issues

A report had been circulated prior to the meeting. Cllr Mrs Biscoe advised that the Police Liaison Group meeting had been rearranged for 29th July and the next CCTV meeting was scheduled for the 28th July. The report was noted.

1360.4 To receive reports from the Cornwall Council Ward Members on their work within the Redruth parish

Reports from Cllrs Mrs Ellenbroek and Thomas had been circulated prior to the meeting. Cllr Barnes advised that he had been working to reopen the Community Centre and had

attended Community Network Area meetings. He had further been involved in a local planning application. The reports were noted.

1360.5 To receive a report from the Community Link Officer, Ms Charlotte Caldwell

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

1360.6 To receive the Town Mayor's announcements

A report had been circulated prior to the meeting. Cllr Mrs Ellenbroek expressed concerns about the Town Council offering a blanket objection to the proposed changes in planning legislation which could allow businesses to quickly convert to residential accommodation. She pointed out that permitted development rights were already in existence. Cllr Thomas suggested that there were several properties where residential accommodation may actually be more appropriate. The report was noted.

1360.6.1 RESOLVED by Majority to contact Cornwall Council to register an objection to proposed changes to planning legislation which could allow local businesses to be converted to residential accommodation quickly, overturning current restrictions [Proposed Cllr Ms Reeve; Seconded Cllr Brown] Cllrs Mrs Ellenbroek and Thomas voted against.

1360.6.2 Unanimously RESOLVED to support a request to Cornwall Council that some of the central Government funding which has been given to principal authorities to help with their additional expenditure during the pandemic, be devolved to town and parish councils [Proposed Cllr Ms Reeve; Seconded Cllr Brown].

1360.7 To confirm the minutes of the:

1360.7.1 *Monthly Meeting of the Council held on 1st June 2020*

Unanimously **RESOLVED** to confirm the minutes of the Monthly Meeting of the Council held on 1st June 2020 as a true and accurate record of proceedings [Proposed Cllr Mrs Davidson; Seconded Cllr Thomas].

1360.8 To receive the Town Clerk's report

A report had been circulated prior to the meeting. The Clerk further advised that co-option notices would be displayed that week, with the aim of conducting interviews in September. Playgrounds and the public disabled toilet in New Cut had reopened that day, as had the reduced Library service. Cllr Mrs Ellenbroek suggested that the Library Service needed to explain more clearly what services were available and how to use them. Councillors asked that their thanks be passed on to the various Town Council staff teams for the work they had been doing. The report was noted.

1360.9 To receive Correspondence

Correspondence had been circulated prior to the meeting. Cllr Mrs Ellenbroek would draft a response and send it to the Town Clerk. Cllr Barnes thanked Cllr Mrs Ellenbroek for, and congratulated her on, her efforts in relation to the High Streets Heritage Action Zone. Cllr Mrs Ellenbroek advised that this was just the start of the journey and that it would hopefully give other property owners confidence that things could happen, however she emphasised that it was a partnership approach. Councillors were further advised that a package was starting to be put together with regard to the Town Vitality Inquiry

1360.10 To consider deployment of mobile speed signs within the parish of Redruth

A report had been circulated prior to the meeting. It was suggested that the Town Council could consider purchasing the signs together with another parish and sharing their use. The Police were well aware that speed was an issue and were looking to actively do something about it.

1360.10.1 RESOLVED by Majority to put money aside for mobile speed signs in the budget for next year and to work in partnership with Highways to determine appropriate locations for them to be sited [Proposed Cllr Mrs Ellenbroek; Seconded Cllr Mrs Davidson] Cllr Biscoe abstained.

1360.11 To consider a proposal from Redruth United FC on the future use of Clijah Croft

A report had been circulated prior to the meeting. Cllr Bishop further reported that a meeting had taken place between Cornwall Council and Redruth United FC in relation to the lease and that another was planned for 29th July. He would ask that Cllr Thomas be invited to that meeting. Cllr Bishop stated that where works had been undertaken, they appeared to be working. Cllr Mrs Ellenbroek suggested that the club explore the option of working with the NHS in relation to social prescribing.

1360.11.1 Unanimously RESOLVED that Redruth Town Council support Redruth United FC in its negotiations with Cornwall Council insofar as it is able to do so [Proposed Cllr Mrs Davidson; Seconded Cllr Ms Page]

1360.12 To receive and approve the Council Accounts for the Year Ending 31st March 2020 – Annual Governance and Accountability Return, Section 1 – Annual Governance Statement 2019 - 2020

A report had been circulated prior to the meeting. Cllr Barnes queried where the Council stood in relation to internal control checks during the ongoing pandemic from a legal standpoint and was advised by the Town Clerk that they were not a legal requirement, but rather an obligation which the Town Council had placed on itself.

1360.12.1 Unanimously RESOLVED that the Town Council has accepted and carried out its responsibilities for ensuring that there has been a sound system of internal controls for the accounts for Year Ending 31st March 2020, and that we answer yes to the assertions in the Annual Governance and Accountability Return, Section 1 – Annual Governance Statement, and that it be approved [Proposed Cllr Barnes; Seconded Cllr Brown].

1360.13 To receive and approve the Council Accounts for the Year Ending 31st March 2020 – Annual Governance and Accountability Return, Section 2 – Accounting Statements 2019 - 2020

1360.13.1 Unanimously RESOLVED: (a) that the Town Council Accounts for Year Ending 31st March 2020 be approved and signed off at Section 2 – Accounting Statements 2019-2020 of the Annual Governance and Accountability Return; (b) that Council in approving the Accounting Statement at Section 2 of the AGAR confirms the explanation of the variances exceeding +/- 15% for Boxes 3 and 6; and the difference between Boxes 7 and 8; and approves them; (c) that we set the date for Electors Rights for 20th July 2020 to 28th August 2020 and (d) that Council note with gratitude the work of the internal independent auditor and his reports [Proposed Cllr Barnes; Seconded Cllr Brown].

Cllrs Biscoe and Thomas left the meeting at this point having previously declared an interest.

1360.14 To receive and approve the Schedule of Accounts

1360.14.1 Unanimously RESOLVED that the Schedule of Accounts be approved [Proposed Cllr Mrs Davidson; Seconded Cllr Barnes]

Town Mayor

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
1	13/03/2020	C Bevington	FP757	80.00		4402	206	80.00	SPF Ents
2	13/03/2020	Tim Martyn Building Supplies	FP758	39.00	6.50	4501	210	32.50	Materials
3	13/03/2020	Higher Beings	FP759	400.00		4402	206	400.00	SPF Ents
4	13/03/2020	JDS Properties & Dev Ltd	FP760	93791.21	15631.87	4944	999	78159.34	Refurbishment
5	13/03/2020	C Latham-Jones	FP761	100.00		4402	206	100.00	SPF Ents
6	13/03/2020	nPower Ltd	FP762	927.85	154.64	4604	302	773.21	Electricity Charges
7	13/03/2020	Ellis Electrical	FP763	72.00	12.00	4419	206	60.00	Generators
8	13/03/2020	Cormac Solutions	FP764	2665.35	444.22	4510	320	840.43	Vehicle Lease
						4607	303	1157.55	Cleaning
						4511	306	223.15	Gnds Maint
						4501	210	336.69	Materials
9	13/03/2020	Macsalvors Ltd	FP765	404.03	67.34	4402	206	300.00	SPF Ents
10	13/03/2020	Cobweb Tours	FP766	300.00		4402	206	300.00	SPF Ents
11	13/03/2020	St Aubyn Singers	FP767	60.00		4402	206	60.00	SPF Ents
12	13/03/2020	South West Water	FP768	4.24		543	0	4.24	RRAA
13	13/03/2020	British Gas	FP769	130.11	6.20	4604	302	123.91	Electricity Charges
14	13/03/2020	Mrs L M Hill	FP770	65.10		4402	206	65.10	SPF Expenses
15	13/03/2020	Euro Tool Hire & Sales	FP771	55.44	9.24	4501	210	46.20	Fencing
16	13/03/2020	QTech PA	FP772	50.00		4402	206	50.00	SPF Ents
17	13/03/2020	Truro City Council	FP773	300.91	50.15	4929	999	250.76	Training
18	13/03/2020	Clearview Window Cleaning	FP774	265.00		4408	206	265.00	Bunting
19	13/03/2020	British Gas	FP775	39.90	1.90	4604	302	38.00	Electricity Charges
20	13/03/2020	Haylestorm Samba	FP776	50.00		4402	206	50.00	SPF Ents
21	15/03/2020	Opie Oils	DDR	13.84	0.66	4522	210	13.18	Machinery Fuel
22	16/03/2020	Amazon.co.uk	CC	60.96	10.17	4201	102	13.07	Various
						4711	203	37.72	Whiteboards
23	16/03/2020	Lloyds Bank	CC	51.44		4210	102	20.00	Evening Ents
						4204	102	6.00	Mthly Fee
25	16/03/2020	UK Fuels Ltd	DDR	55.87	9.31	4402	206	25.44	SPF Expenses
						4521	210	42.06	Vehicle Fuel
						4204	102	4.50	Guard Card
25	16/03/2020	Sage UK Ltd	DDR	145.20	24.20	4204	102	121.00	Sage Cover
26	17/03/2020	Francotyp Postalia Ltd	DDR	100.00		4206	102	100.00	Postage Teleset
27	20/03/2020	Total Gas & Power Ltd	DDR	341.71	16.27	4602	301	325.44	Gas Charges
28	20/03/2020	Nick Ferris Skip Hire	FP777	350.40	58.40	4501	210	292.00	Skip Hire
29	20/03/2020	Bagas Crowd	FP778	100.00		4402	206	100.00	SPF Ents
30	20/03/2020	Complete Business Solutions Uk	FP779	44.06	7.34	4607	301	36.72	Cleaning
31	20/03/2020	EDF Energy Ltd	FP780	1303.01	217.17	4604	301	1085.84	Electricity Charges
32	20/03/2020	Exco Fire & Safety Control Ltd	FP781	88.80	14.80	4610	301	74.00	Monitoring

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
33	20/03/2020	Mr Electric	FP782	90.00	15.00	4610	302	75.00	Repairs
34	20/03/2020	Kestrel Guards	FP783	864.00	144.00	4607	302	720.00	Lock/Unlock
35	23/03/2020	UK Fuels Ltd	DDR	76.50	12.75	4521	210	63.75	Vehicle Fuel
36	27/03/2020	Action on Hearing Loss	FP784	5782.20	963.70	4944	999	4818.50	Hearing Loop Install
37	27/03/2020	Groundwork UK	FP785	2940.35		4921	999	2940.35	Refund of grant
38	27/03/2020	Aquastorage Sys Cleaning Ltd	FP786	91.20	15.20	4615	302	38.00	Legionella Checks
						4615	304	38.00	Legionella Checks
39	27/03/2020	Contract Flooring Cornwall	FP787	8605.20	1434.20	4944	999	7171.00	Refurb
40	27/03/2020	Contract Flooring Cornwall	FP788	3863.52	643.92	4944	999	3219.60	Refurb
41	27/03/2020	Complete Business Solutions Uk	FP789	14.34	2.39	4607	301	11.95	Cleaning
42	27/03/2020	Fire Crest Fire Protection Ltd	FP790	1356.60	226.10	4944	999	1130.50	Extinguishers
43	27/03/2020	Ms I Martin	FP791	1546.65		4921	999	1546.65	NDP
44	30/03/2020	Biffa Waste Services Ltd	DDR	83.40	13.90	4605	301	69.50	Waste Contract
45	30/03/2020	Staff Costs	FP792-809						MEMBERS ONLY (See separate sheet)
46	31/03/2020	Unity Trust Bank	DDR	18.00		4204	102	18.00	Service Charge
47	31/03/2020	Fire Crest Fire Protection Ltd	FP810	238.50	39.75	4944	999	198.75	Extinguishers
48	31/03/2020	Mr Electric	FP811	192.00	32.00	4610	301	160.00	Inspection
49	31/03/2020	Trinity Fire & Security System	FP812	9613.23	1602.21	4944	999	8011.02	System Upgrade
50	31/03/2020	A2M Safety Ltd	FP813	420.00	70.00	4610	302	350.00	Annual Inspection
51	01/04/2020	South West Water	DDR	145.00		4603	301	142.00	Water Charges
						4603	305	3.00	Water Charges
52	01/04/2020	Francobyp Postialia Ltd	DDR	93.96	15.66	4206	102	78.30	Annual Lease
53	01/04/2020	Cornwall Council	DDR	3872.80		4601	301	1071.50	NDBR
						4601	302	174.80	NDBR
						4601	303	2348.00	NDBR
54	01/04/2020	Seymac Distribution Servs Ltd	FP001	3642.00	607.00	4718	203	3035.00	Leaflets
55	03/04/2020	Hewlett-Packard Int Bank	DDR	24.67		4213	102	24.67	Tablets
56	03/04/2020	Hewlett-Packard Int Bank	DDR	255.32		4213	102	255.32	Tablets
57	03/04/2020	Market Way Cafe	FP002	600.00	100.00	1002	302	500.00	Rent refund
58	03/04/2020	Krowil Ltd	FP003	166.67		4508	320	166.67	Yard Rental
59	03/04/2020	Macsalvors Ltd	FP004	530.11	88.35	4501	210	441.76	Materials
60	03/04/2020	Not Used	FP005						Not Used
61	03/04/2020	Aquam Water Services	FP006	2.20		501			Standpipe
62	03/04/2020	Cornish Fixinqs (Redruth) Ltd	FP007	191.87		501			Materials
63	03/04/2020	DJM Gardening & Groundworks	FP008	269.74		501			Playground Works
64	03/04/2020	Harvey's of Bond St	FP009	13.40		501			Papers
65	03/04/2020	Sparkles	FP010	1041.60		501			Cleaning
66	08/04/2020	De Laqe Landen Leasing Ltd	DDR	414.67	69.11	4205	102	345.56	Photocopier
67	09/04/2020	British Gas	FP011	17.29	2.88	4604	302	14.41	Electricity Charges

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
68	09/04/2020	Cornwall ALC Ltd	FP012	2857.61	314.52	4204	102	2543.09	Annual Fees
69	09/04/2020	S Reed	FP013	180.00	30.00	1002	302	150.00	Rent Refund
70	09/04/2020	South West Councils	FP014	513.60	85.60	4204	102	428.00	Annual Fees
71	09/04/2020	CC Pension Fund	FP015	7131.47		4104	101	7131.47	Mar 20 Contributions
72	09/04/2020	HMRC	FP016	4884.42		4102	101	4884.42	Tax/NIC (Mar 20)
73	09/04/2020	Trinity Fire & Security System	FP017	117.91	19.65	4610	302	98.26	Repairs
74	09/04/2020	British Gas	FP018	136.25		501			Electricity Charges
75	09/04/2020	British Gas	FP019	66.74		501			Electricity (Yard)
76	09/04/2020	ITEC	FP020	6.52		501			Photocopier
77	09/04/2020	JDS Properties & Developments	FP021	52120.04		501			Refurbishment
78	09/04/2020	Microtest Ltd	FP022	8539.49		501			New system
79	09/04/2020	OFR Ltd	FP023	3780.00		501			Library move
80	09/04/2020	Rialtas Business Solutions	FP024	30.00		501			Software move
81	09/04/2020	Viridor Waste Management	FP025	66.96		501			Waste Contract
82	09/04/2020	Viridor Waste Management	FP026	250.48		501			Waste Contract
83	13/04/2020	UK Fuels Ltd	DDR	12.40	2.07	4522	210	10.33	Machinery Fuel
84	16/04/2020	Lloyds Banks Credit card	CC	199.49		4204	102	90.00	Mnthly Fee
						4201	102	90.00	Secure Bags
						4201	102	13.50	Bubble Wrap
						4204	102	89.99	Mcafee
85	16/04/2020	Sage UK Ltd	DDR	145.20	24.20	4204	102	121.00	Sage Cover
86	17/04/2020	British Gas	FP027	14.18	0.67	4604	302	13.51	Electricity Charges
87	17/04/2020	British Gas	FP028	44.37	2.11	4604	302	42.26	Electricity Charges
88	17/04/2020	British Telecomms	FP029	733.16	35.12	4202	102	698.04	Telephone/Internet
89	17/04/2020	Cornwall Council	FP030	841.54		4601	302	841.54	NDBR
90	17/04/2020	SLCC	FP031	36.00	6.00	4708	203	30.00	Webinar
91	17/04/2020	Stephens Scown LLP	FP032	2904.00	484.00	4929	999	2420.00	Leases
92	17/04/2020	Truro Tractors Ltd	FP033	39.00	6.00	4501	210	33.00	Materials
93	17/04/2020	Kestrel Guards Security Servic	FP034	468.00		501			Lock/Unlock
94	17/04/2020	nPower Ltd	FP035	929.84		501			Electricity Charges
95	17/04/2020	King Harry Coaches	FP036	350.00		501			SPF Coaches
96	20/04/2020	UK Fuels Ltd	DDR	5.40	0.90	4204	102	4.50	Guard Card
97	23/04/2020	Total Gas & Power	DDR	366.52		501			Gas Charges
98	24/04/2020	Euro Tool Hire & Sales	FP037	60.72	10.12	4501	210	50.60	Fencing
99	24/04/2020	nPower Ltd	FP038	691.12	115.19	4604	302	575.93	Electricity Charges
100	24/04/2020	Kestrel Guards	FP039	36.00	6.00	4610	303	30.00	Call Out
101	24/04/2020	SLCC	FP040	36.00	6.00	4708	203	30.00	Webinar
102	24/04/2020	T Clarke Contracting Ltd	FP041	165.62	27.60	4610	303	138.02	Site Visit
103	24/04/2020	Trinity Fire & Security System	FP042	744.00	124.00	4610	302	620.00	Annual Maintenance
104	29/04/2020	Staff Costs	FP043-060						MEMBERS ONLY (See separate sheet)

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
105	01/05/2020	PWLB	DDR	8801.65		4221	102	8801.65	Loan Repayment
106	01/05/2020	South West Water	DDR	145.00		4603	301	142.00	Water Charges
						4603	305	3.00	Water Charges
107	01/05/2020	Cornwall Council	DDR	3866.00		4601	301	1073.00	NDBR
						4601	302	174.00	NDBR
						4601	303	2345.00	NDBR
						4601	304	274.00	NDBR
108	01/05/2020	OFR Ltd	FP061	252.00	42.00	4929	999	210.00	Move
109	01/05/2020	South West Water	FP062	1019.79		4603	303	1019.79	Water Charges
110	01/05/2020	Playsafety Ltd	FP063	164.40	27.40	4512	306	68.50	Inspections
						4512	307	68.50	Inspections
111	04/05/2020	Biffa Waste Solutions	DDR	83.88		501			Waste Contract
112	04/05/2020	Hewlett-Packard Int Bank	DDR	255.32		4213	102	255.32	Tablets
113	07/05/2020	CC Pension Fund	FP064	4850.67		4104	101	4850.67	Apr 20 Contributions
114	07/05/2020	HMRC	FP065	4318.06		4102	101	4318.06	Tax/NIC Apr 20
115	07/05/2020	Krowil Ltd	FP066	166.67		4508	320	166.67	Yard Rental
116	07/05/2020	M Smith	FP067	65.00		543		65.00	RRAA Insurance
117	07/05/2020	Vision ICT Ltd	FP068	66.00	11.00	4706	203	55.00	Domain Name
118	07/05/2020	Cormac Solutions	FP069	1008.51	168.08	4510	320	840.43	Vehicle Lease
119	07/05/2020	nPower Ltd	FP070	633.05	105.51	4604	303	527.54	Electricity Charges
120	07/05/2020	OFR Ltd	FP071	336.00	56.00	4929	999	280.00	Chamber Move
121	07/05/2020	Kestrel Guards	FP072	78.00	13.00	4610	302	65.00	Annual Keyholding
122	07/05/2020	Viridor Waste Mgmt	FP073	32.28	5.38	4605	302	26.90	Waste Contract
123	07/05/2020	Viridor Waste Mgmt	FP074	67.32	11.22	4605	303	56.10	Waste Contract
124	07/05/2020	Vision ICT Ltd	FP075	306.00	51.00	4715	203	255.00	Hosting & Support
125	15/05/2020	Aquam Water Services	FP076	1152.00	192.00	4501	210	960.00	Annual Standpipe
126	15/05/2020	Complete Weed Control (SW)	FP077	2863.20	477.20	4520	210	2386.00	Weed Control
127	15/05/2020	Healthmatic Ltd	FP078	33.46	5.58	4610	304	27.88	Parts
128	15/05/2020	nPower Ltd	FP079	337.61	16.08	4604	302	321.53	Electricity Charges
129	15/05/2020	South West Water	FP080	9.42		543		9.42	RRAA Water
130	15/05/2020	South West Water	FP081	898.29		4603	303	898.29	Water Charges
131	18/05/2020	Lloyds Bank Credit Card	CC	113.88		4204	102	6.00	Monthly Fee
						4212	102	107.88	Software
132	18/05/2020	UK Fuels Ltd	DDR	5.40	0.90	4204	102	4.50	Guard Card
133	18/05/2020	Sage UK Ltd	DDR	145.20	24.20	4204	102	121.00	Sage Cover
134	20/05/2020	Total Gas & Power Ltd	DDR	111.18	5.29	4602	301	105.89	Gas Charges
135	22/05/2020	British Gas	FP082	82.80	13.80	4604	302	69.00	Electricity Charges
136	22/05/2020	British Gas	FP083	135.45	6.45	4604	304	129.00	Electricity Charges
137	22/05/2020	British Gas	FP084	9.26	0.44	4604	302	8.82	Electricity Charges

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
138	22/05/2020	Euro Tool Hire & Sales	FP085	58.08	9.68	4501	210	48.40	Fencing
139	22/05/2020	EDF Energy Ltd	FP086	108.53	5.17	4604	305	103.36	Electricity Charges
140	22/05/2020	SWW Business	FP087	390.15		4603	304	390.15	Water Charges
141	22/05/2020	Zurich Municipal	FP088	1988.29		4923	999	1589.00	Vehicle Insurance
142	28/05/2020	Royal Mail	FP089	321.00		4510	320	399.29	Vehicle Insurance
143	28/05/2020	Staff Costs	FP090-108			4206	102	321.00	Redirection
144	29/05/2020	Cornwall Council	FP109	925.58	154.26	4515	210	771.32	MEMBERS ONLY (See separate sheet) CCTV R&M
145	29/05/2020	Cornwall Council	FP110	360.00	60.00	4708	203	300.00	Occ Health Check
146	29/05/2020	Cornwall Council	FP111	9609.60	1601.60	4514	210	8008.00	CCTV Monitoring
147	29/05/2020	Hannah Beech	FP112	150.00		4404	205	150.00	Posters
148	29/05/2020	Microtest Ltd	FP113	35076.45	5846.07	4945	999	18000.00	IT System/Phones
149	29/05/2020	Zurich Municipal	FP114	9760.61	86.75	4902	999	6109.00	IT System/Phones
150	01/06/2020	Biffa Waste Services Ltd	DDR	121.86	20.31	4605	301	101.55	Insurance
151	01/06/2020	Hewlett-Packard Int Bank	DDR	255.32		4213	102	255.32	Insurance
152	01/06/2020	South West Water	DDR	145.00		4603	301	142.00	Waste Contract
153	01/06/2020	Cornwall Council	DDR	1521.00		4603	305	3.00	Tablets
154	05/06/2020	T Clarke Contracting Ltd	FP115	252.00	42.00	4601	301	1073.00	Water Charges
155	05/06/2020	Krowji Ltd	FP116	166.67		4601	302	174.00	Water Charges
156	05/06/2020	South West Water	FP117	8.61		4601	304	274.00	NDBR
157	05/06/2020	Ms I Martin	FP118	97.50		4921	999	97.50	NDBR
158	05/06/2020	HMRC	FP119	4320.06		4102	101	4320.06	Security Repairs
159	05/06/2020	Microtest Ltd	FP120	193.76	32.29	4703	102	112.47	Yard Rental
160	05/06/2020	CC Pension Fund	FP121	4851.24		4202	102	49.00	Water Charges
161	05/06/2020	Hudson Accounting Ltd	FP122	400.00		4104	101	4851.24	NDP Work
162	08/06/2020	UK Fuels Ltd	DDR	47.82	7.97	4208	102	112.47	Tax/NIC (May 20)
163	12/06/2020	British Gas	FP123	96.13	4.57	4521	210	49.00	Mnthly Charges
164	12/06/2020	British Gas	FP124	80.40	3.82	4604	302	39.85	Mnthly Charges
165	12/06/2020	Squashbox Theatre	FP125	300.00		4604	302	4851.24	May 20 Contributions
166	12/06/2020	Cormac Solutions	FP126	1154.11	192.35	4402	205	400.00	Audit 1920
167	12/06/2020	ITEC Connect Ltd	FP127	300.00	50.00	4510	320	961.76	Vehicle Machinery
168	12/06/2020	nPower Ltd	FP128	875.06	145.84	4929	999	250.00	Electricity Charges

**Redruth Town Council
Schedule of Payments
Meeting Date: 6th July 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
169	12/06/2020	Peters Ltd	FP129	150.00	25.00	4929	999	125.00	Library Equipment
170	12/06/2020	Portreath Garden Machinery Ltc	FP130	80.00	7.00	4501	210	73.00	Materials
171	12/06/2020	Trinity Fire & Security System	FP131	1080.00	180.00	4929	999	900.00	System Upgrade
172	12/06/2020	Total Gas & Power Ltd	FP132	51.86	2.47	4602	302	49.39	Gas Charges
173	12/06/2020	Viridor Waste Mgmt	FP133	32.86	5.48	4605	302	27.38	Waste Contract
174	12/06/2020	Viridor Waste Mgmt	FP134	23.10	3.85	4605	303	19.25	Waste Contract
175	12/06/2020	Cobweb Tours	FP135	250.00		4402	205	250.00	Virtual Murdoch
176	12/06/2020	Warrior Warehouse	FP136	70.68	11.78	4610	302	58.90	Materials
177	16/06/2020	Opie Oils	DDR	11.14	0.53	4522	210	10.61	Machinery Fuel
178	16/06/2020	Lloyds Bank Credit Card	DDR	369.94		4204	102	6.00	Mnthly Fee
						4204	102	363.94	Parking
179	19/06/2020	British Gas	FP137	13.32	0.63	4602	302	12.69	Gas Charges
180	19/06/2020	M Smith	FP138	39.00		543		39.00	RRAA Annual Subs
181	19/06/2020	No 2 The Same	FP139	516.00	86.00	4610	302	430.00	Building Signs
182	19/06/2020	Rentokil Initial UK Ltd	FP140	247.89	41.32	4615	302	206.57	Hvgiene Contract
183	19/06/2020	Swift Catering Supplies Ltd	FP141	1251.19	176.88	4610	302	1074.31	PPE (Covid-19)
184	22/06/2020	Total Gas & Power Ltd	DDR	98.58	4.69	4602	301	93.89	Gas Charges
185	22/06/2020	UK Fuels Ltd	DDR	42.98	7.16	4521	210	35.82	Vehicle Fuel
186	26/06/2020	Aquastorage Sys Cleaning Ltd	FP142	504.00	84.00	4615	304	420.00	Legionella Works
187	26/06/2020	Cumbria Clock Company Ltd	FP143	222.00	37.00	4507	210	185.00	Annual Service
188	26/06/2020	Fire Crest Fire Protection Ltd	FP144	190.50	31.75	4616	302	158.75	Fire Extinguishers
189	26/06/2020	Nick Ferris Skip Hire	FP145	358.80	59.80	4501	210	299.00	Yard Skip
190	26/06/2020	No 2 The Same	FP146	420.00	70.00	4929	999	350.00	Door stickers
191	26/06/2020	WF Education Group	FP147	8030.22	1338.37	4929	999	6691.85	Library Furniture
192	26/06/2020	X-Act	FP148	675.00		4523	210	675.00	Covid19 Signage
193	29/06/2020	UK Fuels Ltd	DDR	10.63	1.77	4522	210	8.86	Machinery Fuel
194	29/06/2020	Staff Costs	FP149-166						MEMBERS ONLY (See separate sheet)

Total Payments

260413.50

19428.78

171992.69

Redruth Town Council
Town Clerks Report
Meeting Date: 3^d August 2020

Mtg Ser No	Item	Action	Response
1360.8	Casual Vacancy Redruth (North) Ward		Currently advertising with closing date of 13 th August 2020
1360.8	CCTV – Clinton Passage		Awaiting advice on when camera can be installed.
Other	Reports from teams within the Town Council		Please see attached reports from the various teams within the Town Council about their recent activities and work moving forward.

REDRUTH TOWN COUNCIL

REPORT FOR: Full Council dated Monday 3rd August 2020

1.0 **SUBJECT OF REPORT: Activities of Facilities Team since July Council Meeting**

2.0 **SUMMARY OF IMPLICATIONS**

- a. Policy - No
- b. Financial - No
- c. Legal - Adherence to Government Covid-19 Lockdown Guidance

3.0 **TERMS OF REFERENCE**

- 3.1 To report upon the activities of the Facilities department since the last Council meeting.

4.0 **REPORT**

4.1 Redruth Civic Centre

- 4.2 RCC refurbishment project completed... all systems operating in line with Covid-19 guidance and local government advice.
- 4.3 Ongoing attendance by team to resolve minor maintenance issues and improvements to the levels of storage within the working areas.

5.0 The Chambers

- 5.1 The team continue to carry out weekly fire alarm tests and security checks of the 1st and 2nd floors.
- 5.2 Regan Builders notified of contract award for repairs to Chambers roof and 2nd floor ceilings... work is scheduled to begin imminently.
- 5.3 Relocation of remaining items and disposal of rubbish will be completed by the Facilities team once final instructions received from respective department heads.

6.0 Clock Tower

- 6.1 Regular checks carried out across all levels of the building.
- 6.2 Plan in place to minimise water ingress and pigeon occupation on the top level(s) of the structure.
- 6.3 Flag replaced owing to excessive wear and tear of the previous design.

7.0 Market Way and Market Hall

- 7.1 Weekly inspection of Market Way Units and security of Market Hall alongside routine and ASB response cleaning as required. Ad hoc meter reading checks carried out at request of Unit holders.

8.0 The Cornwall Centre

- 8.1 CCTV survey of the Cornwall Centre rainwater system completed... all downpipes to be flushed clean of organic debris and litter to enable assessment of repair works required.
- 8.2 Leaks in the Electrical Distribution Room at the entrance to market way have resulted in a loss of the lighting system... contractor on stand-by to carry out fixture replacement and wiring inspection once the cause of the leaks has been identified and repaired.

- 9.0 Redruth Town Library
- 9.1 Weekly visual inspection of building exterior by Facilities team to identify and report any issues affecting building condition or safety of general public e.g. falling roof tiles; are continuing.
- 9.2 Permission has been granted by Cornwall Council Property Services for the CORMAC Cleaning Services operative assigned to the RCC to use the parking area to the rear of the building until a more permanent way forward is agreed

- 10.0 Redruth Town Festivals and Markets
- 10.1 No work carried out or ongoing in relation to Town Festivals.

- 11.0 Town Centre
- 11.1 Facilities team have resumed daily checks of the town centre, taking remedial action where possible and reporting issues when the task or area falls under another organisation.
- 11.2 Awaiting receipt of revised Covid-19 signage to enable replacement of current version across town centre and gateways to town.

- 12.0 New Cut Car Park & Public Conveniences
- 12.1 Accessible facility opened to general public... unable to offer free to use as charging system is linked to electronic locking during use.

- 13.0 Footpaths & Green Spaces
- 13.1 Work to restore the footpaths, road-side verges and green spaces for which RTC are responsible, either through ownership or contractual obligation, are progressing well. Initial focus has been placed on the major pedestrian routes connecting either the town centre or the schools as these are traditionally the most frequently used. Areas previously maintained as a community service will be placed on hold until prioritised areas have been maintained and sufficient capacity exists within the working schedule.

- 13.0 Public Realm at Brewery Site
- 13.1 Reports of broken glass and littering reported to Cornwall Council by CPM. Once the re-opening of play areas has been authorised by Cornwall Council the area will be included on the green space weekly visit checklist with any safety issues reported to Cornwall Council for action.

- 14.0 St Rumon's Garden
- 14.1 Facility secured and will remain closed in the short –term to allow scheduling and completion of maintenance and safety work to the electrical system.

15.0 Play Areas

- 15.1 Weekly checks of play areas at Plain An Gwarry and East End have resumed.
- 15.2 ROSPA annual play inspections completed at all RTC owned play areas including Gweal An Top. No issues have been raised that require immediate attention and copies of the reports will be available at the next meeting of the Amenities Committee.

16.0 Allotments

- 16.1 Nothing further to report on allotment sites at Raymond Road and Coach Lane.

17.0 Facilities Department

- 17.1 Appraisals – Facilities team, including Caretaker, have completed and submitted annual appraisals to the Town Clerk for final signature.

18.0 Liaison with Cornwall Council / CORMAC / External Organisations

- 18.1 Continued maintenance and refurbishment of floor level signage in Fore Street.
- 18.2 Re-siting of market stalls and painting of pedestrian flow arrows in Market Hall as agreed by the Markets Committee, in anticipation of monthly market resumption in Market Hall.

19.0 Health and Safety

- 19.1 Facilities team continue to adhere to the guidance regarding Covid-19 alongside the robust system of Risk Assessments associated with safe working practices.

20.0 **CONCLUSIONS**

- 20.1 The Facilities team are continuing to provide a high level of professional service across the expanding variety of tasking required by the Council.

20.0 **RECOMMENDATIONS**

- 20.1 It is recommended the report be noted and approval granted for necessary works & expenditure.

A J Webb

Alec J Webb
Facilities and Contracts Manager

Report for Full Council

Monday 3rd August 2020

Workings of The Events Team

FESTIVALS

Pasty Festival

We are currently looking at a programme of events for this year's Virtual Mining & Pasty Festival which will be on Saturday 12th September. Please feel free to pass on any suggestions of ideas that we can pursue. Current ideas are:

Asking the Mariachi Band to record us a few songs to share?

A video demonstrating on how to make a Cornish Pasty

A Pasty design competition (win a box of frozen pasties)

Asking Cobweb Tours and Kresen Kernow to do us some mining related videos?

Showreels of past Pasty Festival pictures

Remembrance Parade

I have been in contact with the Redruth branch of the Royal British Legion about what our Remembrance Parade might look like this year. They have informed me that the parade in London has yet to be formalise and will not be until early autumn. But we are both in agreement that we could do something like we organised for VE Day in Victoria Park. We could look to apply to Cornwall Council to close Victoria Park and then we can manage the amount of people in the park by having security on all 5 points into the park, and then live stream the proceedings.

Redruth Christmas activities

We are also talking about how Christmas will look this year. We personally do not feel that we can hold a Children's Parade or Light Switch on. This is for several reasons, mainly the safety of the staff that will be required to work, and the safety of the public re the social distancing rules that we think will still be in place in November.

I have been working with Festive Lighting re the infrastructure of the electrics on Fore Street, and WGS Power have been in and sorted out the power supply issues we have had over previous years.

We have come up with a few ideas that we feel we could implement safely in town over the festive period:

Taking Father Christmas into schools

Selfie Focal Points

Shop advent calendar idea

Town wide discount / trail scheme

Virtual storytelling from Father Christmas

Message from Father Christmas

We would like the Town Council to consider if we go ahead with our Redruth Christmas Parade and Light Switch on this year, or if we should cancel it? We really need to be letting people know and look to start organising other things around the town.

SOCIAL MEDIA

As a team we are now managing the Library and Information Service Facebook page, we are updating the public on how the procedure of loaning library books has changed, what services we do and don't offer at the moment, and book suggestions for people.

We also now have a Redruth Town Council Facebook page, this is where we are looking to live stream our Full Council meetings from, so please like and share, thank you.

VISIT REDRUTH WEBSITE

We are currently working behind the scenes on the www.visitredruth.co.uk website, and making sure that it is accessible for people when they visit it.

OTHER BUSINESS

We are continuing to help with design work for the Town Council, and have designed a new sign for the Reopen Redruth project:

Welcome to Redruth

A'gas Dynnergh an Dre Redruth



Keep Left



Respect
Social
Distance



Wear a face
covering



Shop
Local



Thank you for visiting and supporting the town, and for following the guidelines.

Respect Social Distancing

Keep Left

Wear a Face Covering

Shop Local

www.reopenredruth.co.uk

Lara Hill
Community Projects Manager
Redruth Town Council

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 council with information of the work carried out by the Redruth Library and Information Service since the last report.

4.0 REPORT

Redruth Library and Information Service opened its doors on Monday 6th July, 2020 to begin its Covid service delivery model, in line with government guidelines. The Library Team had worked tirelessly to not only unpack the building, but to ensure full compliance with the all the Covid Recovery measures outlined for Libraries.

Redruth Library and Information Service are currently operating a Click and Collect Service, a Pick and Collect Service plus a small Information Service in the foyer of the Redruth Civic Centre.

Our Click and Collect Service is where customers can reserve books, audiobooks and dvd's online and then collect them from the Library, all pre-issued to mitigate any risk of infection.

Our Pick and Collect Service is where we pick books or audiobooks for our customers who cannot access the online ordering service. Books are picked and pre-issued weekly and are then ready for collection.

Our Information desk is performing a Record and Refer Service – not only for Cornwall Council but also for Redruth Town Council enquiries. We are starting to model our One-Stop-Shop activity for all Town Council Services and the feedback that we have received so far has been extremely positive.

4.1 Footfall data - July 2020

In our first 3 weeks of delivery, 632 people have accessed our Library and Information Service.

The types of enquiry we've received are detailed below;

Enquiry	Footfall
Library	632
Waste / Recycling	598
Ctax	1
Blue Badge	1
Childrens / Adults	2
Homeless	5
Housing	1
Other – mainly Bus Passes	15

The comments that we have received from our customers have been extremely positive. The main issues are that customers would like to browse and would also like to use the PC's.

4.2 **Cornwall Strategic Library Partnership Forum**

I have been in constant contact with the Strategic Library Partnership Forum, attending regular Team meetings where Library Recovery options have been discussed. The full recovery of the service is planned in two phases;

Phase 1 – starting 6th July, 2020 to provide a limited Click and Collect Service and an Information Service

Review – September, 2020 and agree a planned approach to Phase 2

Phase 2 – to commence in October 2020, subject to government guidelines.

4.3 **Risk Assessments and Covid Delivery**

Our risk assessments for Covid delivery are being reviewed on a weekly basis. We have all of the relevant PPE and there is a strict protocol for staying safe and keeping hygienic.

Our customers are adhering to the social distancing guidelines extremely well. We have also introduced a face covering policy from 24th July, 2020, as we provide not only a Library Service but a face-to-face- Information Service as well. ..

4.4 **Publicity**

The Library's Facebook page has received 519 likes - and it keeps on climbing. Posts are scheduled weekly with the Events Team to ensure maximum coverage on Social Media..

The main activity online for July has been advertising the Summer Reading Challenge. This has unfortunately had to go online only this year due to Covid – but the team are posting as much content as possible to try and encourage our younger customers to get involved.

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

Nothing to report.

4.6 **CONCLUSION**

4.7 The opening of our new Library and Information Service isn't quite as we'd planned but we are so happy to be in our new premises. We are able to start providing a vital service even with Covid restrictions and the preparation time has allowed the Team to get a good feel for the building - it's starting to feel like home already! The layout of the library space will enable us to deliver many more activities (when we are able to do so safely) and that thought is really exciting.

4.8 **RECOMMENDATION**

It is recommended that this report be noted.

Claire Waterhouse
Senior Library and Information Assistant

Redruth Town Council
Correspondence Schedule
Meeting Date: 3rd August 2020

1. Cornwall Council - Position on Financial Support for Town and Parish Councils through the Covid-19 Pandemic.

All other correspondence/information is contained as a package with these papers



To all Town and Parish Councils in Cornwall

Date: 29 July 2020

Dear Colleagues,

Position on Financial Support for Town and Parish Councils through the Covid-19 Pandemic

I wanted to write to you today to clarify the position on financial support for town and parish councils through the Covid-19 pandemic.

As an authority, Cornwall Council has already made clear we will work to ensure all of our town and parish councils are financially sustainable during this crisis.

We are conscious that the impact of Covid-19 is different for every council given the wide variations in precepts, reserves, expenditure and income-generation. Working closely with colleagues at CALC, we have tried to ensure that the following funding policy is fair and targeted at those most adversely affected to make best use of the limited resources available.

Our primary aim is to ensure no authority faces a financial crisis. We are looking to reflect the Government criteria in relation to grants for Covid-19 related expenditure and lost income when calculating the level of support we can provide to town and parish councils. We will also be taking into account the levels of reserves held by local councils. It should be noted that the grants made available by the Government to Cornwall Council are already over-committed and the Council will be drawing extensively on its reserves to make up the shortfall.

Therefore, we are asking local councils to have depleted their reserves down to the minimum recommended levels, as set out as good practice in the Town and Parish Council good practitioners guide, before support from Cornwall Council can be applied for.

For councils with net revenue expenditure of less than £200,000, then usable reserves equivalent to six months expenditure should be held and for those where it is greater than £200,000 usable reserves should be equivalent to three months expenditure.

Any reserves already formally committed for projects do not count as usable reserves for this calculation. Claims can then be made for Covid-19 related expenditure and lost income with a limit of up to 6 months of the Council's annual net expenditure.

This mirrors the expectation placed on Cornwall Council by the Government and has been drawn up working closely with our partners in the Cornwall Association of Local Councils (CALC).

The new guidance will be in place for claims relating to the first and second quarters of the current financial year, and the policy will be reviewed during quarter three.

If this proposal still does not resolve an individual Council's financial position to a point where they avoid an unfunded deficit then please make contact with us for a more detailed discussion and we can work with you to resolve the situation.

I hope this clarifies the position for you and reassures you that we will do all we can to ensure we all come through these challenging times together.

Claims can be submitted to Russell.Ashman@cornwall.gov.uk.

Yours faithfully
Dhywgh hwi yn lel



Tracie Langley
Interim Chief Operating Officer (S.151 Officer)
Customer and Support Services
Tel: 01872 323352
Email: Tracie.Langley@cornwall.gov.uk

REPORT FOR: Meeting of the Council 3rd August 2020

1.0 SUBJECT OF REPORT: To consider and approve the payment of Homeworking Expenses to employees during "lockdown"

2.0 SUMMARY OF IMPLICATIONS

- a. Policy - Yes
- b. Financial - Yes
- c. Legal - Yes

3.0 REPORT

- 3.1 When employees are unable to use their place of work to carry out duties or are requested to work from home by the employer, they are normally paid a Homeworking Allowance. This is currently set for the financial year 2020-21 at £6 per week for weekly paid staff and £26 per month for monthly paid staff (£4 and £18 respectively for the period prior to 6 Apr 20). In the light of the recent lock down due to the Coronavirus pandemic, and in line with most other Town & Parish Councils across the County, this report seeks Council approval to pay this allowance to those members of staff who were able to work from home during this period.
- 3.2 The expenses are provided to cover items such as household expenses such as electricity charges; internet access; telephone charges, and the like. If paid we have no tax, national insurance or reporting obligations. If approved, this allowance will clearly be paid to only those staff members who worked from home and will be paid on a pro-rata basis based on the hours worked. It is possible that this expenditure may be funded by monies passed from HM Government, through Cornwall Council to our tier, but is yet to be confirmed.

4.0 RECOMMENDATIONS

- 4.1 It is recommended that Member consider and approve the payment of the Homeworking Allowance to those members who qualified during the lockdown period.

Peter Bennett
Town Clerk

**Redruth Town Council
 Appeals Schedule
 Meeting Date: 3rd August 2020**

Budget 2020/2021: £10000		Allocated to date: £500	Balance available: £9500	
No	Appellant	Amount Requested/Purpose	Recommendation	Previous Awards
1.	Pool JFC	£1000 towards match kits/tracksuits/training and warm up kits		NIL
2.	Redruth Walking Festival (Cobweb Tours)	£1000 towards a walking festival to help people to reconnect to their town and surrounding areas and meet new people in the local area. They are aiming to have a variety of different events that will appeal to a wide audience. All with the emphasis on social distancing but pulling the community together.		NIL (but paid for involvement in Town Festivals)

GRANT APPLICATION FORM

Name of Organisation: Pool Junior Football Club

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: Derek Jose	Name: Mark Fuller
Address: Chybarles, Merritts Hill, Illogan, Redruth Tr16 4HD	Address: 22 Boskenna Road, Four Lanes, Redruth, Tr16 6LS
Tel No: 07841488741	Tel No: 07720211561
Email address: derek.jose76@outlook.com	Email address: mf2@poolacademy.co.uk
Position Held: Chairman & Treasurer	Position Held: Secretary & Club Welfare Officer

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

As a junior football club we offer a fun, inclusive environment where children can learn the national game. We look to build the technical, physical, psychological & social aspects of the children through following the FA's four corner model & the England DNA five core elements. Our club welcomes children from all backgrounds and from all areas of Cornwall. However, currently our children live in Camborne, Redruth & Illogan.

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 money would be used to purchase a home & away match kit, a matchday tracksuit for travelling & pitch side warm-ups and to either purchase or offer help towards funding a training kit. We live in one of the poorest areas of the UK and many children miss out on sport due to affordability or often do not attend as they cannot afford the uniform. My club Ethos is inclusivity, I want to offer the chance for children to feel proud of belonging to a group and all children are wearing the same uniform, without the need to worry about if mum or dad can afford it or if they will get teased over their t-shirt or socks. The cost to join the club is the lowest around at £60 per year. It just about covers our running costs. Even then I will find a way to help the poorest of families to pay the fees. The knock-on effect is that I will need help from grants & sponsorship to be able to purchase kit and equipment.

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

Home Kit for a squad of 12 £457.34 this includes; Top, shorts, socks, a full goalkeepers kit, squad numbering, club badge and FA chartered standard badge.

Away Kit - £321.86 to include all the above except socks and shorts.

Matchday tracksuit - £467.76

There is a one-off Jacquard fee of £25 for the club badge.

Training kit starting at £17.47 for T-shirt, shorts, socks, and club badge

In total I would be looking for £2000

Estimated start and end date for the project/activity: We are looking to commence training on the 6th August.

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

Without grant funding we would require several sponsors. We are looking at sponsors, but current climate is not helping at this moment. We will also hold fun raising events throughout the year, again current climate needs to be considered as well.

I have approached Cornwall FA who are willing to help us purchase training footballs. Grow the Game funding is not taking any applications due to the current climate. The chartered standard funding is also on hold at this moment and are not taking any applications. I have also looked at Cornwall Rural Community Charity who have supplied me a list of charities and told me to apply to the town council and the chancellor fund. The list of charities was no good, again any funding that I could of looked at was on hold due to Covid. I am applying to my town council and still waiting to hear back from the Local Chancellors fund.

I have recently secured a grant of £500 towards the purchasing of the kit from Camborne Town Council & received a further £400 from donations

Grant requested from Redruth Town Council:	£1000
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How do you know there is a local need for your project/activity? Please give recent evidence.

I already have 18 children between the ages of 9 and 12 signed up to the club. I work for the department of work and pensions, so I know the communities of Camborne, Redruth & Illogan are some of the hardest hit in Cornwall.

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

Currently all children aged between 9 and 13 in Redruth would benefit from this activity. We are looking to expand this across wider age groups as the club grows & we bring in more qualified Coaches.

How long have you been fundraising for this particular project:

The committee only formed in February of this year. We have been unable to fundraise yet. We have made enquires to the local town councils, Cornwall FA, and the parents from the club.

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

No

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

As a new Club we have not yet any accounts. I have attached a forecast for 2020/2021 season

Name of payee: Pool JFC

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

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:

PAYING AND PLAYING

Please set out your anticipated costs and income for the season:

Expenditure Item	Anticipated Cost	Forecast Income Item	Anticipated Income
Pitch fees	£0.00	Club membership	£940.00
Training venues	£0.00	Match fees	£0.00
League affiliation	£50.00	Sponsorship	£0.00
County affiliation	£80.49	Fundraising	£0.00
Cup entry fees	£0.00	Grants	£150.00
Disciplinary costs (not collected from players)	£0.00	Other	0
League administration fines	£0.00	Other	0
Kit and equipment	£300.00		
First aid supplies	£50.00		
Transport costs	£0.00		
Hospitality	£100.00		
Referees fees	£48.00		
Other	£69.95		
Other	£100.00		
Other	£200.00		
Total Expenditure	£998.44	Total Income	£1,090.00

If the expenditure figure is higher than your anticipated income then it's likely that the balance will be paid either out of any club reserves or the pockets of the volunteers running the team, or the club faces going bust before the end of the season. Adjust your income and expenditure budget if this is the case.

Action Points:

**Other equals ESF Registration Fee £69.95, Other tournament entry fees throughout the season £100 & End of season

presentation Trophies £200

GRANT APPLICATION FORM

Name of Organisation: Redruth walking festival

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: will tremayne	Name: Harriet Bevington
Address 6 Beauchamps Meadow, Redruth TR15 2DG	Address Nanceothan House Wesley street Tr15 2ED
Tel No:07775603705	Tel No: 07779916734
Email address: cobwebtours@gmail.com	Email address: hettybevington@gmail.com
Position Held: co founder	Position Held: co founder

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

. This year the community of Redruth has lost 3 of it's 4 festivals these festivals are a crucial part of the fabric of our community. It allows people the opportunity to gather and celebrate being a community. This is also a life line for the town giving a focus into the centre, Covid-19 has decimated this resulting in people avoiding the town centre. With the current social distancing rules a town centre festival is not possible. However at Cobweb we have noticed through our social media presence that people are rediscovering the surrounding countryside on small walking expeditions with family. We are planning a walking festival to help people to reconnect to their town and surrounding areas and meet new people in the local area. We are aiming to have a variety of different events that will appeal to a wide audience. All with the emphasis on social distancing but pulling the community together.

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 programme of events will include rambles of varying length and suitable for different levels of fitness. There will be longer walks with focus on local history and wildlife guided by volunteers. Historic town tours Provided by Cobweb tours.; tight rope and stilt walking workshops provided by a local circus group. a toddle for younger residents; an all inclusive speed dating walk called the Gillet walk after the traditional Gillet fairs (courting fairs). a community tour where residents come out and talk about their houses telling stories. We have already recruited 9 households but this will be opened up to the wider community through social media to allow community participation. We will also provide walking sheets for people who feel unready to join a group walk. St Euny Church has agreed in principle to holding the annual miners pilgrimage normally held during the Pasty festival during the walking event.

Redruth have a very active artists community and a large amount of community groups for these we are planning to run a art trail through the local shops. Where each group create an installation which is displayed all week and then actioned at the end of the week with the profits from this split between the festival and the group/artist.

Most of the walks and activities will be at the weekends or the evenings allowing people the time to fit the activities around life and the intention is to repeat events throughout the whole week so that people have a chance to do their desired routes. These events will take advantage that most people during lockdown have been walking mainly in isolation or family groups and turn it into an fun social event where there is an opportunity to bond with the history and nature of the area. It also allows structured way of interacting with groups in a safe socially distanced manner and hopefully will alleviate some of the anxiety associated with the feelings of social isolation that many occurred in isolation.

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

Expenditure

Item or activity	Cost
insurance	£100
workshops	£200
Research and office support	£1000
health and safety equipment	£150
Publicity	£500
Venue hire	£50
Sustenance for volunteers	£300
Entertainments	£500
Total	£2800

Estimated start and end date for the project/activity: 3/10/2020 to the 11/10/2020

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

Other sources	Amount	Awaiting confirmation	Successful
Redruth town council	£1000	An amount of this will be in kind	
Entertainment	£500	£500	In kind
venues	£50		In kind
Volunteers			In kind
First aid			In kind
Auction of art	?????		
Workshops	£200		
Requested from FEAST	£1000	Pending design	
TOTAL	£2750		

Grant requested from Redruth Town Council: £1000

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

There has been a massive rise in walking due to self isolation and social distancing this festival will encourage this but add a social element to walking helping to alleviate feelings of social isolation. There have been numerous scientific studies by the government to show that walking has massively increased. There is also evidence from NHS England showing the impacts of isolation on Mental health.

Who and how many people in the Redruth Parish will benefit from your project/activity? I would estimate a minimum of 500 people attending the walking events plus others attending social events and workshops.

How long have you been fundraising for this particular project: since May 2020

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

N/A

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

Hoping to use RTC accounts this would allow the possibility of any surplus funds to be used to repeat the project or redistribute the excess to festival committees.

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

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:

Redruth Town Council
Schedule of Payments
Meeting Date: 3rd August 2020

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
1	30/06/2020	Unity Trust Bank	DDR	18.00		4204	102	18.00	Service Charge
2	01/07/2020	South West Water	DDR	145.00		4603	301	142.00	Water Charges
						4603	305	3.00	Water Charges
3	01/07/2020	Francotyp Postalia Ltd	DDR	93.96	15.66	4206	102	78.30	Lease
4	01/07/2020	Cornwall Council	DDR	1521.00		4601	301	1073.00	NDBR
						4601	302	174.00	NDBR
						4601	304	274.00	NDBR
5	03/07/2020	Hewlett-Packard Int Bank	DDR	255.32		4213	102	255.32	Tablets
6	03/07/2020	Complete Business Solutions UK	FP167	113.85	18.98	4523	210	94.87	Covid Templates
7	03/07/2020	Cormac Solutions	FP168	2577.28	429.54	4510	320	1055.08	Vehicle Lease
						4607	302	1092.66	Cleaning
8	03/07/2020	EDF Energy Ltd	FP169	1595.10	265.85	4604	301	1329.25	Electricity Charges
9	03/07/2020	Incube Ltd	FP170	447.60	74.60	4929	999	373.00	Library Furniture
10	03/07/2020	Krowji Ltd	FP171	166.67		4508	320	166.67	Yard Rental
11	03/07/2020	Whippletree	FP172	100.00		4402	205	100.00	Murdoch
12	03/07/2020	The Shopfittinqs Shop	FP173	69.23	11.54	4929	999	57.69	Poster Frames
13	03/07/2020	Ms I Martin	FP174	780.00		4921	999	780.00	NDP Work
14	03/07/2020	Rentokil Initial UK Ltd	FP175	247.89	41.32	4615	302	206.57	Hygiene Contract
15	03/07/2020	RBS Software Solutions	FP176	70.80	11.80	4204	102	59.00	MTD Annual Support
16	03/07/2020	Sparkles C&PM Servs	FP177	252.00	42.00	4607	302	210.00	Cleaning
17	03/07/2020	T Clarke Contracting Ltd	FP178	3171.60	528.60	4929	999	2643.00	Intruder Alarm
18	03/07/2020	Mr Electric	FP179	90.00	15.00	4610	301	75.00	Repairs
19	06/07/2020	De Laqe Landen Leasing Ltd	DDR	474.67	79.11	4205	102	395.56	Photocopier Lease
20	10/07/2020	British Gas	FP180	135.16	6.43	4604	302	128.73	Electricity Charges
21	10/07/2020	British Gas	FP181	27.21	1.29	4604	302	25.92	Electricity Charges
22	10/07/2020	CC Pension Fund	FP182	4851.24		4104	101	4851.24	June 20 Contributions
23	10/07/2020	Cornwall Council	FP183	3181.88		4601	207	3181.88	NDBR
24	10/07/2020	Cornwall Council	FP184	2949.01	491.5	4605	306	977.82	Waste Management
						4605	307	612.38	Waste Management
						4605	305	867.31	Waste Management
25	10/07/2020	EDF Energy Ltd	FP185	25.97	1.24	4604	305	24.73	Electricity Charges
26	10/07/2020	EDF Energy Ltd	FP186	565.46	26.93	4604	305	538.53	Electricity Charges
27	10/07/2020	Euro Tool Hire & Sales	FP187	60.72	10.12	4610	302	50.60	Fencing
28	10/07/2020	HMRC	FP188	3802.66		4102	101	3802.66	PAYE - Jun 20
29	10/07/2020	ITEC Connect Ltd	FP189	38.23	6.37	4205	102	31.86	Photocopier

**Redruth Town Council
Schedule of Payments
Meeting Date: 3rd August 2020**

<u>Ser No</u>	<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>Gross</u>	<u>VAT</u>	<u>Acct</u>	<u>Centre</u>	<u>Nett</u>	<u>Transaction Details</u>
30	10/07/2020	Macsalvors Ltd	FP190	670.55	108.48	4610 4501	302 210	225.20 336.87	Materials Materials
31	10/07/2020	South West Water	FP191	54.32		543		54.32	Water Charges
32	10/07/2020	Playsafety Ltd	FP192	278.40	46.40	4512	307	232.00	Annual Inspection
33	10/07/2020	Portreath Garden Machinery Ltr	FP193	27.00	4.50	4501	210	22.50	Materials
34	10/07/2020	Kestrel Guards	FP194	432.00	72.00	4607	302	360.00	Lock/Unlock
35	10/07/2020	Total Gas & Power Ltd	FP195	39.69	1.89	4602	302	37.80	Gas Charges
36	10/07/2020	Viridor Waste Mgmt	FP196	65.34	10.89	4605	302	54.45	Waste Contract
37	10/07/2020	Viridor Waste Mgmt	FP197	28.44	4.74	4605	303	23.70	Waste Contract
38	10/07/2020	Vision ICT Ltd	FP198	204.00	34.00	4706	203	85.00	Accessibility Statement
						4715	203	85.00	Accessibility Statement
39	13/07/2020	UK Fuels Ltd	DDR	22.17	3.70	4522	210	18.47	Machinery Fuel
40	17/07/2020	British Gas	FP199	19.15	0.91	4604	302	18.24	Electricity Charges
41	17/07/2020	British Gas	FP200	44.28	2.10	4604	207	42.18	Electricity Charges
42	17/07/2020	Contract Sign Systems	FP201	240.00	40.00	4510	320	200.00	Vehicle Signs
43	17/07/2020	Cornwall Council	FP202	925.58	154.26	4515	210	771.32	CCTV R&M
44	17/07/2020	Lee Roy Construction	FP203	3374.19	562.36	4524	210	2811.83	GwaT Kitchen
45	17/07/2020	Microtest Ltd	FP204	193.76	32.29	4212	102	161.47	Mthly Fees
46	17/07/2020	nPower Ltd	FP205	943.93	157.32	4604	302	786.61	Electricity Charges
47	17/07/2020	nPower Ltd	FP206	871.79	41.51	4604	303	830.28	Electricity Charges
48	17/07/2020	S Reed	FP207	170.00		4610	302	170.00	Unit 1 Repairs
49	17/07/2020	S Benney Fire Risk Consulting	FP208	510.00	85.00	4610	302	425.00	Assessment
50	24/07/2020	Cormac Solutions	FP209	1071.17	178.53	4511	306	892.64	Gnds Maintenance
51	24/07/2020	Cornwall Council	FP210	100.00		4607	302	100.00	Licence Fee
52	24/07/2020	Cornwall Council	FP211	5718.90	953.15	4929	999	4765.75	Library IT move
53	24/07/2020	EDF Energy Ltd	FP212	25.13	1.20	4604	305	23.93	Electricity Charges
54	24/07/2020	Euro Tool Hire & Sales	FP213	131.70	21.95	4501	210	48.40	Fencing
						4507	210	61.35	Clock Tower
55	24/07/2020	Kestrel Guards	FP214	163.20	27.20	4610	302	136.00	Call outs
56	24/07/2020	Kestrel Guards	FP215	446.40	74.40	4523	210	372	LIS Guard
57	24/07/2020	Kestrel Guards	FP216	78.00	13.00	4610	302	65.00	Annual Fee
58	24/07/2020	Safeguard	FP217	308.40	51.40	4610	302	257.00	Pest Control
59	24/07/2020	WGS Power & Lighting Ltd	FP218	5238.00	873.00	4940	999	4365.00	Power Supplies
Total Payments				50223.00	5634.06			44588.94	