



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: [admin@redruth-tc.gov.uk](mailto:admin@redruth-tc.gov.uk)

**Town Mayor: Cllr A Biscoe**

**Town Clerk: Ms C Caldwell**

See Distribution

*Date:*

9<sup>th</sup> July 2025

Dear Councillor

**Finance Committee Meeting – 14<sup>th</sup> July 2025**

You are summoned to attend a Meeting of the Redruth Town Council Finance Committee to be held in the Langman Room, Redruth Civic Centre, Alma Place, on Monday 14<sup>th</sup> July 2025, commencing at 7pm.

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

Yours sincerely

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

Ms C Caldwell

Town Clerk

Enclosures:

Agenda and associated documentation

Distribution:

Action:

Cllr Barnes  
Cllr Allen  
Cllr A Biscoe  
Cllr H Biscoe  
Cllr Broad  
Cllr Morrison  
Cllr Thomas  
Cllr Tremayne

Information:

All other Town Councillors  
Press & Public

**Redruth Town Council**  
**Finance Committee Meeting – 14<sup>th</sup> July 2025**  
**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 enable the public to put questions to the Council on any item on this agenda.
4. To confirm the Minutes of the meeting of the Finance Committee held on 7<sup>th</sup> April 2025. [Minutes attached].
5. To review the Management Report for the quarter ended 30<sup>th</sup> June 2025. [See schedule attached].
6. To receive the report from the Responsible Finance Officer (RFO) for the period ended 30 June 2025. [See report attached].
7. To receive the final Internal Audit report for 2024/25 [see report attached].
8. To receive the Councillors' internal audit report for quarter 4 2024/25 [see report attached].
9. To agree the timetable and rota for the Councillors' internal audit for the year ended 31 March 2026.

<b>Quarter</b>	<b>Councillor</b>	<b>Councillor</b>	<b>Completion by</b>
Ended 30 June 2025			31 July 2025
Ended 30 September 2025			31 October 2025
Ended 31 December 2025			31 January 2026
Ended 31 March 2026			30 April 2026

10. To consider a request to utilise an Earmarked Reserve to meet the costs of the Residents' Survey [see report attached].
11. To consider grant applications received to 30 June 2025 – see schedule attached.



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**Town Mayor: Cllr R S Barnes**

**Town Clerk: Ms C Caldwell**

Minutes of a Meeting of the Redruth Town Council Finance Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 7th April 2005

Present: Cllr S Barnes  
Cllr A Biscoe  
Cllr H Biscoe  
Cllr M Brown  
Cllr K Grasso  
Cllr I Thomas  
Cllr W Tremayne

Chair

In attendance: Ms C Caldwell  
Mrs H Bardle  
Mrs J Pelham-Wales  
Cllr D Reeve  
One other resident was also in attendance

Town Clerk  
Responsible Finance Officer  
Administrator

PART I - PUBLIC SESSION

**1616.1 To receive apologies for absence.**

Apologies were received from Cllrs Craze and Garrick

**1616.2 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.

**1616.3 To enable the public to speak about any item included on this agenda.**

The resident who attended the meeting did not wish to speak.

**1616.4 To confirm the Minutes of the meeting of the Finance Committee held on 20<sup>th</sup> January 2025.**

**1616.4.1** RESOLVED by Majority to accept the Minutes of the Meeting of the Finance Committee held on 20<sup>th</sup> January 2025 as a true and accurate record of proceedings. [Proposed Cllr Barnes; Seconded Cllr Brown]. Cllr Tremayne abstained as he had not been present at that meeting.

**1616.5 To review the Management Report for the period ended 31<sup>st</sup> March 2025.**

A report had been circulated prior to the meeting. The Responsible Finance Officer verbally summarised the Management Report for 2024/2025 Month 12 and noted that Redruth Town Council had finished with a net surplus of £363. She added that the costs associated with the organisational review had been budgeted for in 2025/2026 but had been paid in 2024/2025. This also applied to additional computer equipment and laptops for new staff which have been included in costs for 2024/25.

The Town Clerk thanked the RFO and told Councillors from a management perspective how happy she was with Helen's outstanding hard work, commitment and dedication in what has been a rather

difficult period for the Town Council, and she was impressed that we had come in with a surplus. All Councillors joined the Town Clerk in giving the RFO a round of applause.

**1616.6 To approve the AGAR for the financial year 2024/25.**

The RFO reported that the AGAR (Annual Governance and Accountability Return) will be audited over the next couple of months. She went on to ask members to approve the AGAR in order to be signed off at the next Full Council meeting.

**1616.6.1 Unanimously RESOLVED that the Finance Committee approve the AGAR in order for it to be signed off at the next Full Council meeting. [Proposed Cllr Barnes; Seconded Cllr A Biscoe].**

**1616.7 To receive the report from the Responsible Finance Officer (RFO) for the period ended 31<sup>st</sup> March 2025.**

A report had been circulated prior to the meeting. The RFO verbally reported that the asset register had been spot checked by her for a review in May prior to the insurance renewal. She went on to say that she will be doing a fuller review of the asset register and items at the Facilities Yard by May and that she and her administrators would be doing more spot checks. She also reported that there are now tags on all assets.

The RFO then outlined her priorities for the first quarter of 2025/2026.

- Implement a new finance system, Xero following a successful visit to St Austell Town Council, who use it successfully. It is a Cloud-based system which will be easier for the relevant staff and managers to access and is also considerably cheaper than more bespoke systems.
- The independent and external audits of the 2024/2025 accounts will take place shortly.
- A CCLA account will be opened shortly. The RFO suggested four signatories on the account of which the Town Clerk and RFO will be two. Cllr Barnes and Cllr H Biscoe indicated they would be willing to act as additional signatories on the account.
- The RFO reported she is now a line manager for the Business Liaison Manager and the three company Administrators. She will be setting objectives for them for the next six months.
- The RFO is working closely with the Facilities Manager. She is making sure that the team feel supported, and their workload is being managed.
- To carry out training for new staff members on the current year's budget.
- The RFO has taken over responsibility for managing IT. We need to replace our existing servers and the RFO will work with Acronyms to move onto Cloud-based servers for most applications. Our telephone system also needs updating but this is not a priority at this time.
- The RFO will provide confirmation of the S106 monies received and amounts spent on the Skatepark to date. The deadline for this is Easter 2025.

The RFO reported two bad debts that have been outstanding for more than six months and unlikely to be collected. The RFO would like permission from the Finance Committee to write these off as bad debts.

Cllr Brown asked the RFO if the new system being implemented, would be integrated with the payroll system. The RFO replied that we are still keeping the SAGE HR and Payroll system which deals with payroll and annual leave, but monthly payroll totals would be input onto Xero as is currently the case.

Cllr Brown asked about stall holders not paying and if there were ways to address this. The RFO replied that a new system has been implemented in which stall holders make an online payment via Stripe once their booking is accepted. Stalls will only be allocated to organisations that have already paid.

Cllr Thomas asked that those for those Councillors returning post May, would it be possible to see a list of the asset register. The RFO responded that it will be made available.

1616.7.1 Unanimously RESOLVED for the two bad debts totalling £40 to be written off by the RFO, and that the report from the RFO be noted. [Proposed Cllr Barnes; Seconded Cllr H Biscoe].

1616.8 **To receive the Councillors' internal audit report for quarter 3 2024/25.**

The RFO reported that the internal audit for quarter 3 2024/25 was carried out by Cllrs A Biscoe and Thomas. and she thanked them for their time in completing this.

A query had been raised during the audit about the nature of the secondary pension payments. The RFO explained that they relate to historic shortfalls in the Cornwall Pension Fund.

The RFO stated that she would contact the Councillors for the quarter 4 2024/25 audit in due course.

1616.8.1 Unanimously RESOLVED that the remainder of the report and its contents be noted. [Proposed Cllr Barnes; Seconded Cllr H Biscoe].

<b>Redruth Town Council</b>						
<b>Summary Management Report</b>					<b>June 2025</b>	
<b>2025-26 Month 3</b>						
			<b>Actuals to date</b>	<b>2025-26 Budget - Year to Date</b>	<b>Variance under / (over) spend</b>	
			<b>£</b>	<b>£</b>	<b>£</b>	
<b><u>INCOME</u></b>						
Precept			690,859	690,859	0	
Interest received			7,592	7,000	592	
Sundry income			3	0	3	
<b>TOTAL INCOME</b>			<b>698,454</b>	<b>697,859</b>	<b>595</b>	
<b><u>EXPENDITURE</u></b>						
<b><u>CORE COSTS</u></b>						
Salaries and oncosts			66,382	63,538	(2,844)	
Other staff costs			11,371	15,500	4,129	
Office costs			24,206	24,779	573	
Governance costs			11,750	8,950	(2,800)	
<b>Total Core Costs</b>			<b>113,709</b>	<b>112,767</b>	<b>(942)</b>	
<b><u>ASSET MANAGEMENT</u></b>						
Salaries and oncosts			60,470	59,969	(501)	
Facilities team - other costs			17,387	18,290	903	
Facilities and public realm			36,161	39,784	3,623	
<b>Total Asset Management Costs</b>			<b>114,018</b>	<b>118,043</b>	<b>4,025</b>	
<b><u>LIBRARY</u></b>						
Salaries and oncosts			65,077	64,221	(856)	
Other Library costs			(434)	860	1,387	
<b>Total Library Costs</b>			<b>64,643</b>	<b>65,081</b>	<b>531</b>	
<b><u>COMMUNICATIONS</u></b>						
Salaries and oncosts			22,886	22,368	(518)	
Communications - other costs			2,272	1,925	(397)	
Festivals and Events			6,439	6,750	311	
<b>Total Communications Costs</b>			<b>6,439</b>	<b>6,750</b>	<b>311</b>	
<b><u>PROJECTS</u></b>						
Salaries and oncosts			16,779	16,988	209	
Other project costs			91	700	609	
CCTV			1,460	1,577	117	
<b>Total Projects Costs</b>			<b>18,330</b>	<b>19,265</b>	<b>935</b>	
<b>TOTAL EXPENDITURE</b>			<b>317,139</b>	<b>321,906</b>	<b>4,860</b>	
<b>NET SURPLUS/(DEFICIT)</b>			<b>381,315</b>	<b>375,953</b>	<b>4,265</b>	

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

**SUMMARY OF IMPLICATIONS**

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

**1.0 TERMS OF REFERENCE**

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

**2.0 REPORT**

**2.1 Update on priorities presented to the April 2025 meeting**

I presented a list of my priorities for first quarter of 2025/26 to the April 2025 meeting, and include an update below;

<u>ITEM</u>	<u>UPDATE</u>
Transfer accounting records onto Xero and amend procedures for posting and authorising transactions.	Transfer of records on Xero is complete. Amended procedures to be documented and training to be given to admin staff in next quarter.
Work with independent internal and external auditors to complete financial requirements for 2024/25.	Audit information was sent to the external auditors BDO before the deadline of 30 June. External audit report expected before 30 September 2025.
Open the CCLA account and transfer funds as agreed at the January Committee meeting.	The form is with CCLA – awaiting account to be opened before funds can be transferred.
Prepare a folder of key finance and administration procedures to ensure resilience in case of prolonged staff absence	Payroll procedures have been documented and training given to Town Clerk. Refresher training to be given to HR Manager in next quarter. Documentation of other finance procedures to be completed in the next quarter.
Set objectives for the Business Liaison Manager for the next six months, including income generation targets, and set objectives for the Administrators for the next six months including improvement of procedures	Initial objectives and targets have been discussed with the Business Liaison manager during the first two probation interviews. Formal income generation targets to be set for the remainder of the financial year in July 2025.  Formal objectives for Administrators to be set during their formal appraisals in July.
Support the Facilities Manager in the event of the Operations Officer's continued absence	I have taken on responsibility for Asset Management and Facilities. I have weekly meetings with the Facilities manager to review progress, and have made a number

	of recommendations for consideration by the Staffing Committee at its July meeting.
Support new and existing team members to understand their budgets for 2025/26, and provide training on management information, purchasing procedures and authorisation policies	Appointments are scheduled with the Town Clerk and SMT to review budgets for 2025/26 and the use of Xero to obtain up-to-date information. Additional training on procurement and authorisation procedures will be scheduled for August 2025.
Update the Asset register and review for insurance renewal.	The Asset register was updated and reconciled to the insurance schedule in May 2025. The Register will be provided to the next meeting of the Asset Management Committee.
Prepare a Disposals policy for consideration at the July Committee meeting	Not completed – to be carried forward to the October meeting.
Review and implement the Transparency code	This will be added to the Town Council website before the July meeting.
Reconvene the Bid Team and complete library of documents	The first meeting of the reconvened Bid team is scheduled for 15 <sup>th</sup> July 2025.
Report to the Town Clerk with a list of recommendations for replacing the servers, moving onto Cloud-based IT systems, updating the telephone system and obtaining the Cyber Essentials accreditation	Work in progress.
Review and renew utilities contracts	To be completed before the next meeting.
To provide confirmation of the S106 monies received and amounts spent on the Skatepark to date	Completed.

## 2.2 **Priorities for Q2 2025/26**

My priorities for the next three months are;

- Complete the documentation of financial procedures.
- Complete training for relevant staff on Xero, procurement, authorisation and payroll processes.
- Carry out appraisals/probation reviews for all direct reports.
- Set income generation targets for the Business Liaison Manager and agree a programme of activity to meet targets.
- Maintain the organisation of the filing of documents and certificates for all Facilities.
- Establish an audit system for the Asset Management Committee to be approved at its next meeting.
- Manage the Administrators to prepare an inventory of all equipment stored at the Facilities yard and at the Civic Centre and ensure it is shared with the relevant staff members.
- Work with the Christmas Lights working party and Facilities Team as determined at their meetings.
- Prepare a Disposals policy for consideration at the October Committee meeting.
- Complete the renewal of utilities contracts.



## **2.4 Finance matters – Security at meetings**

For several years, security at meetings has been provided, at a cost of between £120 and £175 per month. The budget for 2025/26 is £1,500.

### **Proposal**

That the provision of security at meetings is ceased as soon as possible, resulting in a budget saving of approx. £900 in 2025/26 and £1,500 pa beyond. The rationale is that originally, the security team were instructed to provide the service due to the Pandemic and the need to comply with social distancing. Since this time, there have been no security incidents at any of the Council meetings, therefore this proposal to save money by ceasing this service.

## **2.5 The provision of mobile phones for staff and Councillors**

Seven staff at the Council either do not have a work mobile phone provided or have phones that are insufficient for their work requirements.

Several Councillors have also requested a mobile phone to be provided by the Council.

We currently pay for 13 mobile phones on a SIM only basis at a monthly cost of £153, or £1,836 pa.

The budget for mobile phones for 2025/26 is £5,400.

I have requested quotes from two mobile phone providers, who have quoted a monthly cost of £30 per phone plus SIM. I am waiting for Acronyms to provide me with a figure.

Assuming we provide 21 new phones from August 2025, (14 for Councillors plus 7 for staff), the monthly cost from August will increase to £783 per month, and the estimated cost for the year will be £6,876.

### **Proposal**

We provide work phones for the 7 staff members who have requested them at an additional cost of £210 per month.

The Committee decides whether mobile phones should be provided to all Councillors in 2025/26, or just those Councillors who request them.

We consider budgeting for all Councillors to be provided with a phone in 2026/27 and beyond.

## **3.0 RECOMMENDATION**

It is recommended that this report is noted, and that a decision is taken on the proposals outlined in 2.4 and 2.5.

Helen Bardle – Responsible Finance Officer



HUDSON ACCOUNTING LTD.  
INTERNAL AUDIT REPORT:  
TO THE MEMBERS OF REDRUTH TOWN COUNCIL  
YEAR ENDED 31ST MARCH 2025.

ISSUE DATE: 04/06/2025  
ISSUED TO: TOWN CLERK & RFO

**INTRODUCTION:**

Internal auditing is an independent, objective assurance activity designed to improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

**Scope:**

The scope of the audit covers, as a minimum, the areas included in the Internal Audit Report contained in the Annual Governance & Accountability Return.

**Approach:**

Audit work is carried out in line with the Chartered Institute of Public Finance and Accountancy's Internal Audit Standards and guidance issued by the National Association of Local Councils.

Where applicable we have included reference to 'proper practice' and the associated guidance as laid out in 'Governance & Accountability for Smaller Authorities in England' which is applicable to financial years from 1st April 2024.

Selective testing was carried out and the relevant policies, procedures and controls were reviewed.

**GENERAL COMMENTS:**

We would like to thank the staff for their assistance and co-operation during the audit.

The matters raised in this report are only those which came to our attention during our internal audit work and are not necessarily a comprehensive statement of all the weaknesses that exist, or of all the improvements that may be required.

It should be noted that assurance can never be absolute. The most that the internal audit service can provide is a reasonable assurance that there are no major weaknesses in risk management, governance, and control processes. The audit does not guarantee that the accounting records are free from fraud or error.

***The review undertaken obtained a level of assurance which has allowed us to complete the Internal Audit Report element of the Annual Governance & Accountability Return with no qualifications, thus in all significant respects, the control objectives were achieved throughout the financial year to a standard adequate to meet the needs of the Council.***

We have provided a table of audit recommendations that allow for the Council's response which can be used as an ongoing monitoring tool. We would be grateful if, in due course, it is completed and returned to us.

## **AUDIT COMMENTARY:**

### **Previous Recommendations**

There are no previous recommendations requiring action. Please

### **Accounting Records**

The accounts have been properly maintained throughout the year.

### **Payments**

A sample of payments was tested to establish whether the spending decision, procurement process, certification and approval for payment were in line with Financial Regulations as well as ensuring that payments were supported by invoices, VAT was correctly accounted for, and payment controls were applied.

#### *Payment*

Further testing of payments made revealed no issues to report.

### **Risk**

#### *Insurance*

The Fidelity Guarantee remains adequate at £2 million.

#### *Risk*

The risk assessment was reviewed and the effectiveness of internal controls assessed in November 2024.

#### *Investments*

The Investment Strategy was reviewed in January 2025

### **Budgets**

#### *Setting*

The 2025/26 budget and precept were properly approved at Full Council in January 2025 following the production of detailed estimates.

#### *Monitoring*

Regular budget monitoring reports are being provided to members during the year.

#### *Adequacy of Reserves*

After allowing for earmarked reserves of £518,423 the general reserve stands at £293,135; equating to 23% of gross expenditure, which is just below generally accepted parameters.

The general reserve is however 25% of net revenue expenditure; the minimum recommended in best practice guidance.

### **Income**

Systems were tested to ensure that suitable controls are in place to ensure that all income is received in a timely manner, that charges are correctly applied and that any cash received is promptly receipted and banked.

#### *Interest*

Interest earned on the Council's investments is accurately reflected in the Ledger.

#### *Stalls*

A booking system is in place and customers are invoiced; adequate arrangements are in place to ensure payment.

#### *VAT*

VAT claims for the year have been submitted.

The year-end claim is in accord with balances held in the accounting statements.

**Petty Cash**

Petty cash is sparingly used and is adequately controlled.

**Assets**

The asset register has been updated to reflect changes during the year and the total value of assets held has been accurately disclosed in the AGAR.

**Payroll**

The January payroll was tested with no issues to report.

A new member of staff has been issued with a contract of employment and has been paid in accordance with the Terms therein.

Incremental increases have been accurately applied. Changes in the employment terms and conditions of the RFO were approved by Members and were accurately implemented.

The national pay award and the associated back pay were accurately calculated and applied.

**Bank Reconciliation**

Monthly bank reconciliations have been accurately carried out in a timely manner throughout the year.

The year-end bank reconciliation was found to be accurate.

**Accounting Statements**

The accounts were produced on an income and expenditure basis and were in accord with underlying records

Debtor and creditor balances were appropriately accounted for.

**Trusts**

A separate bank account has now been opened. Trust affairs are managed separately from those of the Council and Charity Commission Returns are up to date.

# **INTERNAL AUDITS** **(FINANCE)**



REDRUTH TOWN COUNCIL

## **ANNUAL RETURN**

### **Section 2 – Annual Governance Statement**

2. We maintain an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and review its effectiveness
6. We maintain throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems
7. We took appropriate action on all matters raised in reports from internal and external audit.

### Checks to be carried out during Internal Audit

	<b><i>Receipts &amp; Payments</i></b>	Yes	No	Comments
RP1	Carry out a random selection of Receipts and Payments	✓		
RP2	Are all payments approved by the RFO?	✓		
RP3	Have all payments been properly authorised?	✓		
RP4	Have all Invoices been signed by the relevant number of signatories?	✓		
RP5	Have all Receipts been properly identified as to whom the payment is from and for what reason?	✓		
RP6	Has VAT been properly accounted for on all Receipts and Payments?	✓		
RP7	Have VAT returns been properly submitted to HMRC and on time?	✓		£16,260.91 recovered VAT

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

	<b><i>Salaries &amp; Wages</i></b>	Yes	No	Comments
SW1	Ensure that, for a sample of staff salaries, gross pay due is calculated in accordance with the approved spinal point on the NJC scale or hourly rate, and also with the contracted hours	✓		
SW2	Ensure that appropriate tax codes are being applied to each employee	✓		
SW3	For the test sample of employees, ensure that tax is calculated appropriately	✓		
SW4	For NI, ensure that the correct deduction and employer's contributions are applied.	✓		
SW5	Check the correct treatment of Pension contributions	✓		

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

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

	<b><i>Miscellaneous</i></b>	Yes	No	Comments
M1	Ensure that the precept received in the accounts matches the prior year submission form to the relevant authority and the public record of precepted amounts	✓		
M2	Where free or paid for software is used, ensure that it is up to date.	✓		XERO Sage
M3	Physically check the petty cash	✓		£64.42
M4	Petty Cash payments are properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for	✓		



Any other comments:

Print Name..... R. S. BARNES

Signature.....

Date.....

4-6-25

Print Name..... TH. Biscoe

Signature.....

Date.....

4-6-25

**SUBJECT OF REPORT: To consider a request to use Earmarked Reserves to meet the cost of the Residents' Survey**

**SUMMARY OF IMPLICATIONS**

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

**1.0 TERMS OF REFERENCE**

- 1.1 To set out the case for the payment of costs relating to the Residents' Survey from Earmarked Reserves.

**2.0 REPORT**

- 2.1 One of the action points to arise from the Strategic Review in 2024 was to carry out a Residents' Survey in 2025, to inform the strategic plan for 2026 – 2030. The cost of carrying out such a survey was not included in the Operating Budget for 2025-26, which was prepared before the need for a survey was confirmed.

The Community Liaison Manager has professional experience from her previous role as a Research Fellow, in carrying out research, and has extensively researched the costs of carrying out the survey;

Laptop and licence for software	£4,500
Administration time (inputting)	£1,800
Printing and mailout	£1,400
Other expenses and contingency	£1,100
Total	<u>£8,800</u>

- 2.2 The Responsible Finance Officer (RFO) requests that two existing Earmarked Reserves are used to pay the costs of the survey;

Office Equipment EMR	£3,480
Neighbourhood Plan EMR	£9,332

At its meeting on 20<sup>th</sup> January 2025 the Finance Committee agreed that the Office Equipment EMR could be used to pay for laptops required by staff starting in April 2025. However, new laptops were purchased in March 2025 and paid for from the operating surplus in 2024/25, so this EMR has not been used.

The Office equipment EMR can be used to pay for a more powerful laptop and part of the cost of the software licence (total £3,480). The Neighbourhood Plan EMR can be used to pay for the balance of the costs of the survey (up to £5,320, which leaves a balance of £4,012 on this EMR).

The laptop will be retained by the Community Liaison Manager as their new work laptop, and their existing work laptop will be reallocated to the Welcome Desk.

The Community Liaison Manager will assess the possibility of using the remaining period of software licence and the know-how gained to provide a consultancy service to other Town and Parish Councils who may wish to carry out surveys of their own. We would seek to recoup some of the costs of our own survey if this is feasible.

### **2.3 Proposal**

The RFO proposes that the Office Equipment EMR is used in full (£3,480) and up to £5,320 of the Neighbourhood Plan EMR is used to cover the cost of the Residents' Survey in 2025.

### **3.0 RECOMMENDATION**

It is recommended that a vote is taken on the proposals set out in 2.3 above.

Helen Bardle – Responsible Finance Officer

**Redruth Town Council**  
**Grant Application Summary**  
**Meeting Date: 14th July 2025**

<b>Budget 2025-2026: £16,000</b>		<b>Allocated to date: nil</b>		<b>Balance available: £16,000</b>	
<b>No</b>	<b>Applicant</b>	<b>Purpose</b>	<b>Amount Applied for</b>	<b>Decision</b>	<b>Previous Awards</b>
1.	CRASH	12 members of the group need to renew their one-day Level 3 Award in Emergency First Aid at Work (RQF) qualification.	£480		£180 in 2024 for defibrillator pads
2.	Gwealan Tops	To introduce new pieces of equipment and enhance the existing structures in order to extend the play, fun and stimulating experiences for young people in Redruth	£500		Nil
3.	National Literacy Trust	Following the success of Redruth Reads 2024 we seek funding for this programme in summer 2025. We role-modelled how to share stories with little ones, demonstrating simple play activities linked to effective speech and language development. We gifted a total of 250 high quality books so that families could continue the important work there.	£500		£500 in 2024
4.	Redruth Clothes Bank	The application is to part-fund the Free Child Christmas Picnic Lunch planned for Saturday 6 <sup>th</sup> December 2025 at the Community Centre. This will go alongside the RTC Santa's grotto and provide an additional free activity.	£340		Nil
5.	Redruth Cricket Club	Redruth CC are currently in the process of installing and commissioning solar panels. We want to install a solar battery to store this electricity for consumption in the evening. All money will be re-invested back into the cricket club.	£500		Yes, January 2021,- £500 and July 2024 - £500

6.	RJ Working	<p>Young members of the RJ Working team are proposing a partnership with Redruth's Youth Council:</p> <p>i) To promote understanding of the work of the Youth Council in Redruth's schools and the wider community,</p> <p>ii) To promote the aspiration of joining the Youth Council among Redruth's children and young people, and</p> <p>iii) Using Restorative approaches to support Youth Councillors consulting and representing wider groups of Redruth's children and young people.</p>	£1800		Nil
7.	True Butterflies	The True Butterflies Foundation is a registered charity that supports survivors of domestic abuse and their children. We would like to offer more children in Redruth support within their schools. We have an emotional support program called Little Wings, which is available to provide for children age 3 to 10, in mainstream school who are affected by domestic abuse.	£500		Nil
8.	Totally Locally	To cover the printing costs of an enlarged Totally Locally map which will showcase over 100 independent businesses in the town centre and be erected on the wall on the side of Market Strand.	£468		Nil
	Total of applications		£5,088		

# REDRUTH TOWN COUNCIL GRANT APPLICATION FORM

Name of Organisation:

Organisation type <small>(Please circle one option)</small>	Community Group	Registered Charity	Voluntary Organisation	Statutory Agency
Company/Charity number:				

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

Name: [REDACTED]	Name: [REDACTED]
Address C.R.A.S.H c/o Redruth Community Centre Foundry Row, Redruth, Cornwall TR15 1AW	Address C.R.A.S.H c/o Redruth Community Centre Foundry Row, Redruth, Cornwall TR15 1AW
Tel No: [REDACTED]	Tel No: [REDACTED]
Email address: [REDACTED]	Email address: [REDACTED]
Position Held: Group Official	Position Held: Group Official

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

Max 200 words

The group offers all who have had a cardiac problem, a specific cardiovascular exercise programme and emotional support. To be with others that have had this sort of experience is a massive help. The cardiovascular exercise regime is controlled by each person.

We meet every Monday morning 9.30am – 11am and every Thursday afternoon 1.30pm – 3pm at Redruth Community Centre.

The group is affiliated with the British Heart Foundation.

## DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

In order to operate CRASH needs to have a number of qualified first aid members at each session. Due to the personal health experiences of the various group members there is also a desire to know what to do in others times of need.

Up to 12 members of the group therefore do the **one-day Level 3 Award in Emergency First Aid at Work (RQF) qualification**. This was last completed in 2022 and now needs it's 3-year renewal.

The group also kindly lets Rob, the assistant manager at Redruth Community Centre, attend the course.

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

Cost of delivering the one-day Level 3 Award in Emergency First Aid at Work (RQF) has been quoted for by In-House Training and Consultancy Ltd Suite 3, Higher Ford, Wiveliscombe, Taunton, Somerset TA4 2RL [www.ihtconsultancy.com](http://www.ihtconsultancy.com) **£480 including VAT**

Hire of the Murdoch Room at Redruth Community Centre 9am – 4pm **£95**

Lunch & refreshments for 12, estimated at £7 per head **£84**

**Total £659.00**

Estimated start and end date for the project/activity: A date will be set for a suitable time for all attendees between August and October 2025.

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

No other funding applications have been made for this project. CRASH will pay for the room hire and the refreshments from our own monies raised by members attending our Monday and Wednesday sessions.

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

None

Grant requested from Redruth Town Council:

**£480.00**

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

CRASH needs trained first aiders in order to operate the group, which is attended by 50 members per week. In the last couple of years alone we have had 2 health incidents at the group which involved an ambulance being called to the Centre. As people were appropriate trained the outcome for both incidents was good.

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

CRASH has over 50 active members currently, with more joining all the time. Members Undertaking this valuable first aid training could be of use to anyone at their urgent time of need.

Rob (Assistant Manager at Redruth Community Centre) also attends the course. His training could be of use to any of our over 500 clients per week.

How long have you been fundraising for this particular project?

We do hope that this funding application will be successful. Our 2022 training was funded by an application to Sport England Inequalities fund. If this application to Redruth Town Council isn't successful, then other funding avenues will need to be explored and further applications made.

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

Yes in 2024 for £180.00 to pay for the replacement of the adult pads on the defibrillator sited in the foyer of Redruth Community Centre. These pads have a 5-year lifespan.

**Please attach your last set of annual accounts to this application**

We are attaching bank statements for a year.

Name of payee:

(This should be a group or association and not an individual) The C.R.A.S.H Heart Group

Account No:

Sort Code:

Please attached a copy of the following;

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

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

We do hope this application will be looked at favourably so that we can undertake this essential to the group training in a timely manner.

**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 GRANT APPLICATION FORM

Name of Organisation: Gwealan Tops Adventure Playground

<b>Organisation type</b> <small>(Please circle one option)</small>	<input checked="" type="radio"/> Community Group	<input type="radio"/> Registered Charity	<input type="radio"/> Voluntary Organisation	<input type="radio"/> Statutory Agency
<b>Company/Charity number:</b>	1177542			

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

<b>Name:</b> Bridget Handscomb	<b>Name:</b> Elizabethe Williams
<b>Address:</b> Gwealan Tops Adventure Playground School Lane Redruth TR15 2ER	<b>Address:</b> <div style="background-color: black; height: 15px; width: 100px; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 120px; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 60px; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 70px; margin-bottom: 5px;"></div>
<b>Tel No:</b> 01209 697717	<b>Tel No:</b> <div style="background-color: black; height: 15px; width: 100px;"></div>
<b>Email address:</b> playgroundmanager@gwealantops.org	<b>Email address:</b> liz@gwealantops.org
<b>Position Held:</b> Manager	<b>Position Held:</b> Chair of Trustees

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

Gwealan Tops AP recognises that play is essential in children's lives, helping them to make sense of themselves and the world around them. Here children are encouraged to choose what they would like to do, how they would like to do it, how they want to use the resources and space available to them and who they want to be with. By having an environment where they are encouraged to explore, experiment, engage in challenging play and taking risks they will experience a mixture of physical activities, try new things, gain confidence, improve health and self-awareness and widen their experiences, networks and skills.

Our core service is free adventure playground sessions for 7-16s after school, weekends and school holidays all year round. We provide free healthy meals throughout school holidays. Various other services nest within our main purpose including learning support groups for those not in school; 13-19s youth group; community meal; parents/carers and toddlers group; plus over 13s volunteer programme.

Benefits are many and various including supporting Children's Rights (especially Article 31); aiding community cohesion; combatting discrimination; alleviating the impact of poverty; building health and wellbeing; broadening horizons; and much more. Over 80% of our 1000+ beneficiaries are local.

### DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

Since the Adventure Playground opened in 2016 we have continually designed, built and extended a range of bespoke and adventurous play structures. After 9 years of use and over 8000 attendances last year some structures are in need of change. We want to add to the variety and range of challenges we can offer by introducing new pieces of equipment and enhancing the existing structures in order to extend the play, fun and stimulating experiences for young people in Redruth and neighbouring areas.

Whilst the cost of building even a single small new structure is over £2000, we have the funding for some labour costs, plus donated and recycled materials that can be added to whatever level of grant RTC can provide at this time. We have been successful in developing a new area for a more inclusive and therapeutic zone through a one-off capital project but the main playground area that is for more active, risk-taking, problem-solving and adventurous is in need of some improvement and updating. We would like to start the work prior to the school summer holidays with some small additions and fully complete by October half term.

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

Timber £750

Fixture/Fittings £250

Tools, equipment (hire or buy) £300

Building materials (postcrete, surfacing, etc) £250

Materials Cost: **£1550**

Plus

Design & Build Staff Costs £1250

Total Cost with staffing: £2800

Estimated start and end date for the project/activity: June – Oct 25

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

Staffing costs will be covered through Core organisational costs of which The National Lottery is main funder.

Other costs are being sought through small grants (Asda, Tesco, B&Q, etc) and donations from individuals and businesses.

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

None approached

Grant requested from Redruth Town Council:

£500

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

The adventure playground site is the heart of our organisation. All the other services we offer spring from the need for children to play and have their own spaces. We have regularly carried out surveys, sought comments, received spontaneous feedback, held open days and interviewed people over the last 9 years. Our latest survey shows how much children, young people and their families value this special place and want us to keep making it the welcoming, playful and fun experience it is. Feedback from our 2024 parents survey included:

"My children absolutely loved being able to be kids again - they loved the free play aspect."

"My son's confidence has increased massively and his anxiety has improved so much after coming to Gwealan Tops."

"She's got more bossy – but in a good way! She has gained a lot of confidence and really blossomed."

The children themselves have no problems articulating the value of the playground. Some of the comments from children include "I think this is the best park ever!", "I'm going to come back 100 times!"

Our review and reflection processes with staff, trustees and stakeholders have also highlighted the importance of the structures that offer risk, challenge and novel experiences that are totally different from other places.

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

The main user group are 7-16 year olds. Although with our range of clubs and events we also have 0-6 year olds, 16-19 year olds and the wider group of family members plus other local schools and community organisations. Last year we had over 1000 individual direct beneficiaries and more than 8000 attendances from all economic, social and educational backgrounds. Over 80% are local plus over 10% are home schooled and more than 22% have additional support needs. We relaunch our registration system in April each year and currently have over 660 individuals on our books (higher than previous years at this time) which is anticipated to double, based on previous experience. We work with people who live in the wards with highest deprivation indices in Cornwall.

How long have you been fundraising for this particular project?

Whilst the refreshing and continued enlivening of the setting is an on-going endeavour, we have only started fundraising for this particular project since April.

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

No. We have not used this grant application system previously, although have had support occasionally from individual Councillors in the past.

**Please attach your last set of annual accounts to this application**

Name of payee: Gwealan Tops AP

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

Account No: [REDACTED]

Sort Code: [REDACTED]

Please attached a copy of the following;

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

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

We appreciate your consideration of our 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:



B.Handscomb

Signature:



E.Williams

# REDRUTH TOWN COUNCIL GRANT APPLICATION FORM

Name of Organisation: National Literacy Trust in Cornwall

<b>Organisation type</b> (Please circle one option)	<b>Community Group</b>	<b>Registered Charity</b>	<b>Voluntary Organisation</b>	<b>Statutory Agency</b>
<b>Company/Charity number:</b>		1116260		

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

<b>Name:</b> Jo Knuckey	<b>Name:</b> Sarah Roberts
<b>Address</b> [REDACTED] [REDACTED] [REDACTED]	<b>Address</b> NATIONAL LITERACY TRUST 1ST FLOOR 68 SOUTH LAMBETH ROAD LONDON SW8 1RL
<b>Tel No</b> [REDACTED]	<b>Tel No:</b> [REDACTED]
<b>Email address:</b> jo.knuckey@literacytrust.org.uk	<b>Email address:</b> sarah.roberts@literacytrust.org.uk
<b>Position Held:</b> Project Manager	<b>Position Held:</b> Trusts and Statutory Executive

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

Max 200 words

The National Literacy Trust is a UK charity dedicated to improving literacy skills across disadvantaged communities. We support schools, families and local programmes through evidence-based research, advocacy and behaviour change. We aim to empower people to develop the literacy skills they need to transform their lives.

Our work is targeted through long-term Literacy Hubs across 21 UK areas where low literacy and poverty are seriously impacting communities. We take coordinated action locally to improve reading and writing skills by building strategic partnerships, delivering programmes and driving behaviour change campaigns.

In Redruth, our Cornish Literacy Hub is focused on working with the families of children under 5. Chat, Play, Read Camborne Redruth is our over-arching local campaign. This encourages parents and carers to chat, play and read with their babies and young children whenever they can and wherever they are. We support parents and cares to foster their child's communication skills from conception, preparing them for schools and giving them the best possible start in life.

We aim to build supportive relationships with parents of young children, and we collaborate with over 50 local stakeholders. Our team has already supported over 1400 families, and we work with many of them on an ongoing basis.

#### DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

Following the success of Redruth Reads 2024, kindly funded by Redruth Town Council, we seek funding to repeat this programme in the summer of 2025 so we can reach even more disadvantaged families. Parental feedback last year was universally positive, with parents benefiting from events in the summer holidays, loving Storytime and learning about the beautiful green spaces Redruth Town Council has to offer. We role-modelled how to share stories with little ones, demonstrating simple play activities linked to effective speech and language development. We gifted a total of 250 high quality books into Redruth homes so that families could continue the important work there.

We have a proven track record of holding successful pop-up events which are advertised through our Facebook page which has 1300+ followers and is regularly shared by key stakeholders like Redruth Library and local nurseries. We will also advertise the events in Redruth town centre via key businesses that support our work and the Library.

Our events continue to be supported by our volunteer Literacy Champions, people from the local community with a passion for sharing our literacy messages and supporting the literacy journeys of parents and young children.

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

Purchase of 250 high quality board books

250 x £2 = £500

Estimated start and end date for the project/activity: July – September 2025

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

The National Literacy Trust funds the salaries and expenses of the Project Manager and Project Officer running this work and the expenses of the volunteer Literacy Champions who volunteer to support this work. The National Literacy Trust does not pay for local office space, preferring to prioritise front-line working in priority communities.

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

None

Grant requested from Redruth Town Council:

£500

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

From data shared by Cornwall Council, in 2024 over half of 5-year-olds started school without the language skills they need to thrive. This means that nine children in every reception class start school already academically behind and many will not catch up. Low literacy means that children are more likely to struggle with their GCSEs, more likely to end up unemployed and more likely to have poor health outcomes as adults.

Furthermore, child reading enjoyment is at an all-time low with only 1 in 3 children and young people aged 8-18 reporting they enjoy reading in their spare time (NLT, 2024). Additionally, by gifting 250 high-quality, diverse books into Redruth homes, we can increase access to literacy for those who can't otherwise access it. Our research shows that 1 in 10 children do not own their own book, increasing to 1 in 8 of children from disadvantaged backgrounds.

A child's home learning environment (HLE) includes the implicit and explicit learning support they receive from their parents or carers. Evidence shows that the quality of the HLE is a key predictor of a child's future success and is important in a child's early language development. A good quality HLE can:

- Moderate the effect of disadvantage and offer partial protection against the effects of disadvantage, even into the teenage years
- Moderate the impact of socioeconomic background on cognitive skills and socioeconomic difficulties

Children from low-income households are more likely to start school with below-average language skills, leaving them at an educational disadvantage. Our research shows that this is not inevitable and that parents have the power to change outcomes for their children, regardless of background.

Our project aims to meet this need and equip Redruth parents with the skills and confidence they need to give their young children the best start.

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

Approximately 100 families in the Redruth parish will attend one or more of the Redruth Reads sessions. This will benefit all children in their family as the learnings and activities can be reused in future.

How long have you been fundraising for this particular project?

The National Literacy Trust started working in Redruth in January 2021. This project started as a one-off scheme in 2024, but we are hoping to repeat it this year due to its success. It will be solely funded by NLT and this Grant Application.

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

Yes, in June 2024 and we were awarded £500. Since then, we have submitted our impact report.

Please attach your last set of annual accounts to this application – Report attached

Name of payee: National Literacy Trust

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

Account No [REDACTED]

Sort Code: [REDACTED]

Please attached a copy of the following;

Constitution including date of incorporation

Public Liability Certificate

Safeguarding policy

Equality & Diversity policy

Health & Safety policy

Risk Assessments (if you are applying for funding for events or activities involving the public)

All policies are attached but we do not have a Health and Safety Policy. In place we conduct detailed risk assessments for each activity and these will be submitted in advance to Redruth Town Council

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

For this application to Redruth Town Council, there will not be any cross charges taken from the amount granted ensuring that the total of the Grant Application is spent on books for local families.

If granted the funding, we will work with the Redruth Town Council Amenities Team to plan and risk assess events held in green spaces owned by Redruth Town Council.

**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 GRANT APPLICATION FORM

Name of Organisation:

Organisation type

(Please circle one option)

Community Group

Registered Charity

Voluntary  
Organisation

Statutory Agency

Company/Charity  
number:

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

Name: Carol Taylor on behalf of Redruth  
Clothes Bank

Name: Imelda Martin (on behalf of Redruth  
Community Association)

Address

[Redacted Address]

Address

Redruth Community Centre,  
Foundry Row, Redruth  
Cornwall, TR15 1AW

Tel No:

[Redacted Tel No]

Tel No:

[Redacted Tel No]

Email address:

[Redacted Email Address]

Email address:

mel@redruthcommunitycentre.co.uk

Position Held: Founder of Redruth Clothes  
Bank & Trustee of Redruth Community  
Association

Position Held: Manager of Redruth Community  
Association

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

Redruth Clothes Bank started in March 2024 when it was noted that there was no Clothes Bank Facility in Redruth, but there was one in Camborne, albeit one that specialises in Children's clothing only. The first Clothes Bank attracted just under 40 clients, with numbers quickly growing to well over 100 attendees per session on a regular basis.

The Clothes Bank operates every third Wednesday of the month from noon – 1.30pm at Redruth Community Centre. It is completely run by volunteers (with around 20 volunteers now). Donations come from the community and have to be sorted and sized, stored, put out on the day and put away. Some large companies also supply products and Tesco's donates tea & coffee to provide free refreshment. In 2025 the Clothes Bank would like to put on a free child Christmas picnic lunch with entertainment on Saturday 6<sup>th</sup> December. This was trialled in 2024 from other funding and was a huge success.

DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

This application is being made to part-fund the Free Child Christmas Picnic Lunch planned for Saturday 6<sup>th</sup> December 2025, to take place in the main hall at Redruth Community Centre. This will go alongside the free Santa's grotto being provided by Redruth Town Council and will provide additional free activity at the Centre to keep the grotto clients amused if they need to wait to see Santa.

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

Purchase 100 red paper gift bags for the children (Carters packaging)	£10
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Provide goodies (including hand-knitted teddies) to go in the bags & other treats. This is being organised by the Clothes Bank Volunteers, some of which are knitting the teddies. This is work in kind to match the funding application.

Purchase of food and drinks to make up the picnic lunches. The volunteers have agreed to make the lunches, so just the food & drink costs are required. (x 100)	£100
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Employing a child entertainer (Ronnie's Children's Disco Party) 11.30 - 2pm	£150
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Hiring the hall 10am - 3pm	£80
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Total	£340
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Estimated start and end date for the project/activity: Saturday 6<sup>th</sup> December 2025

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

The Clothes Bank Volunteers are making the hand-knitted teddies from donations of wool and Toys and other suitable treat which come into the Clothes Bank donations are being saved to form part of the child goodies bags.

Clothes Bank volunteers will be making up the picnic lunches on the day.

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

None

Grant requested from Redruth Town Council:	£340
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How do you know there is a local need for your project/activity? Please give recent evidence. Max 300 words

We trialled the free picnic lunch in 2024, funded via another source and it was a success with all 100 picnic lunches used. In 2024 we had the lunches delivered and didn't have an entertainer. In 2025 we will have an entertainer to keep the children busy and the volunteers have agreed to put the lunches together to reduce the costs. Clothes bank attendees will be given an invitation at our November Clothes Bank to the Free Child Christmas Picnic lunch.

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

100 families who come to the Redruth Clothes Bank

How long have you been fundraising for this particular project?

Planning of the day has been happening since the 2024 trial.

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

It was agreed at May 2024 RCA Trustees Meeting that Redruth Clothes Bank can use the bank account. This was initially agreed as 1 year, but will be continuing for another year. Attached is the Clothes Bank Page from the RCA management accounts along with the minutes of the RCA Trustees meeting with the agreement shown in point 4d and highlighted. A bank statement from RCA is also included.

Name of payee: REDRUTH COMMUNITY ASSOCIATION

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

Account No:

Sort Code:

Please attached a copy of the following; The Redruth Clothes Bank Doesn't have any of this certification.

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

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

We do hope that Redruth Town Council can support this funding application for the Free Child Christmas Picnic Lunch. We believe it will provide an excellent complimentary activity to support the Christmas Grotto scheduled at the centre on the same day.

#### 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 GRANT APPLICATION FORM

Name of Organisation: Redruth Cricket Club

<b>Organisation type</b> (Please circle one option)	Community Group	Registered Charity	Voluntary Organisation	Statutory Agency
<b>Company/Charity number:</b>		CASC00437		

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

<b>Name:</b> Jack Hale	<b>Name:</b> Mark Richards
<b>Address:</b> [REDACTED]	<b>Address:</b> [REDACTED]
<b>Tel No:</b> [REDACTED]	<b>Tel No:</b> [REDACTED]
<b>Email address:</b> <a href="mailto:redruthcricket@gmail.com">redruthcricket@gmail.com</a>	<b>Email address:</b> [REDACTED]
<b>Position Held:</b> Committee Member	<b>Position Held:</b> President

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

Redruth CC has around 150 members + thousands of visitors each year, formed in 1830. We provide cricket opportunities to more than 50 adults including a ladies team and around 100 junior members each year. We are entirely volunteer run and have a strong community atmosphere to encourage people to get involved with sport. Redruth CC helps promote good physical and mental health through cricket. We host around 60 matches at our main ground each year and another 20 at the Redruth School ground which we also maintain on behalf of the school.

### DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

Redruth CC are currently in the process of installing and commissioning 20 new ground mounted solar panels, supported by a solar battery in an attempt to cut our carbon emissions and save around 40% on our energy bills and we are seeking additional finance to complete the works to the standard we would like. Planning permission has been obtained for the works.

Completion of the works would save the club around £3000 per annum which could be reinvested further into coaching, ground maintenance, equipment etc to help further the club rather than spent on electric bills.

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

Total costs of the project are £19,000 and we have already obtained a large chunk of that through grant funding. The money from this grant would go specifically towards obtaining a solar battery to store the green electricity we are producing. At the moment we export significant volumes of electricity and our energy supplier pays us 3p p/kwh only for us to have to buy it back from them in the evening when the sun goes down for 28 p p/kwh.

We want to install a solar battery to store this electricity for consumption in the evening. A full stocked battery could save us up to £6.50 per day it is fully utilised, some £200 a month in the summer. All money we will re invest back into the cricket club rather than paying out to a multi national energy firm.

Estimated start and end date for the project/activity: September 2025.

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

A lot of the work has already been completed

£10k from England and Wales Cricket Board

£5k from Cornwall Community Foundation

£2.5k from Cornish Lithium grant funding

£500 from Redruth town council for the fencing around the ground mounted system.

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

Carn brea parish: we have asked for £250 towards this battery also.

Grant requested from Redruth Town Council:

£500.00

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

Since 2021 our energy bills, like all domestic and commercial customers have been spiralling 12 months of the year. This has made winter particularly tough as we're open very little through the winter months. Paying the bills has detracted from investing in cricket related items which are always in demand for the club. It was an obvious opportunity to cut bills and carbon by investing in solar technology.

With future funding we hope to install EV chargers in the car park, hooked up to the solar panels to provide much needed extra EV charging in Cornwall and allow visiting teams, players and supporters to charge up.

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

150-200

How long have you been fundraising for this particular project?

2 years

Have you applied for a grant from Redruth Town Council before? If so, when did you apply and how much were you awarded? Yes, January 2021, - £500 and July 2024 - £500

**Please attach your last set of annual accounts to this application**

Name of payee: Redruth Cricket Club

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

Account No:

██████████

Sort Code:

██████████

Please attached a copy of the following;

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

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

**Declaration**

We declare that to the best of our knowledge the information we have provided on this application form is correct and the grant will be used for the purposes stated

Signature:

██████████

Signature:

██████████

# REDRUTH TOWN COUNCIL GRANT APPLICATION FORM

Name of Organisation: **RJ Working CIO**

Organisation type (Please circle one option)	Community Group	<b>Registered Charity</b>	Voluntary Organisation	Statutory Agency
Company/Charity number:		<b>1197378</b>		

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

Name: <b>Deborah Mitchell</b>	Name: <b>Nicky Abrahams</b>
Address <b>The Elms</b> <b>61 Green Lane</b> <b>Redruth TR15 1LS</b>	Address <b>The Elms</b> <b>61 Green Lane</b> <b>Redruth TR15 1LS</b>
Tel No: <b>[REDACTED]</b>	Tel No: <b>[REDACTED]</b>
Email address: <b>deborah@rjworking.co.uk</b>	Email address: <b>nicky@rjworking.co.uk</b>
Position Held: <b>CEO</b>	Position Held: <b>Schools Programmes Lead</b>

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

Max 200 words

RJ Working is a children and young people's charity based in Redruth. Since 2017 we have worked with Redruth School and have strong relationships with local Primary Schools eg Trewirgie Juniors and St Day and Carharrack. Our main purpose is reducing inequality through using "Restorative" approaches to strengthen relationships between children and young people in their peer groups, and intergenerationally with adults. Restorative simply means 'making things better' so can be used for lots of different purposes, working together in circles gets everyone's voice heard, and engages young people more deeply. We are especially concerned to include those who might be marginalised or left out and those who are struggling with issues such as not enough money at home, or parents who are so stressed that they don't have the resources to provide positive coaching. This work benefits communities through increased cohesion and understanding. For example, in 2024 RJ Working was awarded a Community Levelling Up Grant to enable "Community Conversations through Youth-led Climate Awareness". Over 20 events were held in the CPR area, in schools and wider venues, developing local young people's leadership and teamwork skills. Our work aligns with Redruth Town Council's priorities.

## DETAILS OF THE PROJECT/ACTIVITY

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

Young members of the RJ Working team are proposing a partnership with Redruth's Youth Council,

i) to promote understanding of the work of the Youth Council in Redruth's schools and the wider community,

ii) to promote the aspiration of joining the Youth Council among Redruth's children and young people, and

iii) using Restorative approaches to support Youth Councillors consulting and representing wider groups of Redruth's children and young people. This would include

1. **Restorative Practice Training for Redruth Youth Council:** fun, interactive workshops to support Youth Councillors to develop their teamwork and leadership skills:
  - Strengthening confidence and connections
  - Learning about how to deal with disagreement and conflict
  - Integrating diversity, equity and inclusion
2. **Support for Redruth Youth Festival** RJ Working is already committed to supporting the Redruth Youth Festival on 30<sup>th</sup> August. This funding would enable us to commit more time and resources to the event, supporting with engagement and planning, and reflection workshops to support young people's learning. We would like to offer a 'Young Changemakers' stall at the festival where young people can learn about and engage with local and global campaigns being championed by RJ Working and potentially by the Youth Council.
3. **Supporting connections between Town Council and schools** The Restorative model provides practical tools for building a culture of participatory democracy. We have discovered young people don't know how local decisions are made; with Youth Councillors we want to develop workshops and assemblies to raise awareness of this and ways young people's voices can be heard. Projects could include visiting the Town Council to enable understandings. Through exploring the potential of a Redruth Youth Conference (we partner this in Camborne), we would support Youth Councillors presenting a proposal to a Full Council meeting.

Together, these projects build connection, resilience and community strength in response to ongoing challenges.



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

We are requesting £1,800 (50% of overall costs) to enable a year of partnership support for Redruth Youth Council and the associated relationships with Primary and Secondary Schools

This would involve

1. two dedicated members of the RJ Working team providing a total of 9 workshops (can include scheduled meetings) for the Youth Council in the course of the year @ £155 per workshop (including materials, preparation, recorded outcomes and participant feedback) = £ 1,395

2. active support with events eg preparing presentations to make at school assemblies, (5 Year Groups at Redruth School and at least 5 of Redruth's Primary Schools), practising how to articulate ideas and plans to the Town Council, actively promoting Redruth's Youth Festival and potential 2026 Youth Conference, providing practical help and a supportive presence at all of these = £1,150

3. a Final Report co-produced with Youth Councillors making recommendations for next steps at the end of the year, together with a short film of some of the Youth Council's achievements (including Youth Councillors involvement with planning, scripting, camera, editing) = £1,055

Total budget £3,600

Estimated start and end date for the project/activity: **September 2025 to August 2026**

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

If funding is awarded the RJ Working team and Trustees will dedicate match funds of £1,800 to this programme from the Coop Future Communities Foundation: charity funds which we are able to commit specifically to this programme from September 2025. The project activities would therefore attract a total spend of £3600, with 50% of this met from a national source, outside Cornwall. The Co-op Future Communities Foundation is particularly interested in their contribution being used to generate a more significant success story by being paired with other sources in this way.

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

This project is specific to Redruth so we have not sought funds from wider Town Councils. Please see above for Co-op Future Communities secured contribution .

Grant requested from Redruth Town Council:

£1,800 (50% of total budget)

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

Redruth has significant community complexity; many young people and their families face multiple challenges, such as anxiety, depression and loneliness, compounded by ongoing legacy

of COVID-19, pointing to the need for this project's connection and relationship focus. Further, RJ Working's series of Restorative Climate Conversations in Redruth highlighted local needs for dialogue across the community and demonstrating that young people & older generations want to share concerns.

Through RJ Working's training programmes for children and young people in local schools, ('Ripple Effect' in Secondary Schools and 'Step-Up' in Primaries), we've seen a clear and growing need for further structured support. Young people want to be involved, and need training, mentorship, and access to spaces where they can grow in confidence and are taken seriously as changemakers. Many young people—especially those from disadvantaged backgrounds—have told us that they don't feel heard by adults or involved in decisions that affect their town. Working Restoratively, we create safe, inclusive spaces where some of these young people can be seen, listened to, and supported to lead. Feedback from projects consistently points to positive impact on young people's confidence, wellbeing, and ability to relate to others, eg 88% of Ripple Effect programme participants feel more confident.

Redruth School's Ecogroup shows the energy and ambition of local young people when given the chance to shape their own communities, demonstrating a keen interest in environmental responsibility. However, young people have expressed frustration that their ideas are not always followed through or embedded. This highlights the need for sustained support, and for youth-led ideas to be taken seriously by local institutions. Redruth Youth Council holds the potential to be transformative in this respect, and RJ Working can help bring this to fruition.

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

All Youth Councillors, and potential Youth Councillors will benefit directly and significantly and in turn will benefit their wider peer groups with a 'Ripple Effect'. 5 Year Groups at Redruth School (approx. 1,300) and 5 Primary Schools Y6 (approx 300) Total approximately 1500 though obviously not all to the same extent, but there will be a growing understanding and awareness which will also reach key adults in the local schools.

How long have you been fundraising for this particular project?

All RJ Working projects are interconnected and so we bring past assets and relationships to this proposal. Historically, RJ Working fundraising has brought resources into Redruth rather than asking for local funds, for example we started relating to Redruth Town Council, especially Councillor Deborah Reeves, back in 2016 with our two-year project Right On Redruth funded by the People's Health Trust. More recently Councillors Stephen Barnes and Barbara Ellenbroek have been very supportive regarding the Community Conversations programme – please see our website for more information and films. This particular project seems best suited to this particular funding application.

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

Never applied before

**Please attach your last set of annual accounts to this application**

Name of payee: RJ Working CIO The Co-operative Bank

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

Account No [REDACTED] Sort Code [REDACTED]

Please attached a copy of the following:

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

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

It was exciting to see Redruth Youth Council and Redruth School and local Primary Schools with which we have an involvement at Cornwall Council's Rights Respecting Conference on Friday. It was clear that there is the potential for Redruth Youth Council to achieve a Rights Respecting award and potentially to be pivotal leaders in the whole Redruth area for more schools to engage with this. However we have not mentioned it in our application as these things take time and it would of course be a matter for the Youth Council to decide rather than a partner organisation proposing to lend support.

Regarding attached documentation we have not provided Risk Assessments as these will depend on what events are undertaken, which again will be a matter discussed interactively. RJ Working already meets the requirements of schools regarding staff training, DBS and Safeguarding etc.

**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 GRANT APPLICATION FORM

Name of Organisation: True Butterflies Foundation

<b>Organisation type</b> <small>(Please circle one option)</small>	<input type="checkbox"/> Community Group	<input checked="" type="checkbox"/> Registered Charity	<input type="checkbox"/> Voluntary Organisation	<input type="checkbox"/> Statutory Agency
<b>Company/Charity number:</b>		1177209		

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

<b>Name:</b> Angela Lowe	<b>Name:</b> Amanda Kinver
<b>Address</b> Falmouth	<b>Address</b> Falmouth
<b>Tel No:</b> [REDACTED]	<b>Tel No:</b> [REDACTED]
<b>Email address:</b> angela.lowe@truebutterflies.org	<b>Email address:</b> amanda.kinver@truebutterflies.org
<b>Position Held:</b> Director	<b>Position Held:</b> Trustee

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

Max 200 words

The True Butterflies Foundation is a Cornwall-based registered charity that supports survivors of domestic abuse and their children. The organisation offers a broad range of support services, including mentoring, counselling, therapy workshops, court support, help with benefits, legal advice and mediation.

**DETAILS OF THE PROJECT/ACTIVITY**

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

We would like to offer more children in Redruth support within their schools. We have a emotional support program called Little wings, which is available to provide for children age 3 to 10, in mainstream school who are affected by domestic abuse.

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

Little wings- Emotional awareness program- 6 weekly sessions- £200, the fundng will enable us to provide this for two children and cover travel expenses for two mentors, to attend schools in the Redruth area.

1 child's support £200

1 child's support £200

£100 towards travel expenses

Estimated start and end date for the project/activity: 1<sup>st</sup> July

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

We have raised funds of £1000, however this sadly hasn't been enough to support the children coming forward for help in Redruth

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

We have applied for funding from Camborne £2000 and Penryn £300	
Grant requested from Redruth Town Council:	£500
<p>How do you know there is a local need for your project/activity? Please give recent evidence. Max 300 words</p> <p>We already provide support in the Redruth area to individuals and families, so we have identified a increase and need. The referrals for children in Redruth has increase dramatically.</p>	
<p>Who and how many people in the Redruth Parish will benefit from your project/activity?</p> <p>We will be able to support two families with this funding</p>	
<p>How long have you been fundraising for this particular project?</p> <p>Ongoing</p>	
<p>Have you applied for a grant from Redruth Town Council before? If so, when did you apply and how much were you awarded?</p> <p>No</p>	
<p><b>Please attach your last set of annual accounts to this application</b></p>	
<p>Name of payee: True Butterflies Foundation</p> <p>(This should be a group or association and not an individual)</p> <p>Account No: [REDACTED] Sort Code: [REDACTED]</p>	
<p>Please attached a copy of the following;</p> <ul style="list-style-type: none"> <li>• Constitution including date of incorporation</li> </ul>	

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

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

**Declaration**

We declare that to the best of our knowledge the information we have provided on this application form is correct and the grant will be used for the purposes stated

Signature:

A handwritten signature in black ink, appearing to be 'ACW', written over a dark rectangular background.

Signature:

A handwritten signature in black ink, appearing to be 'A. K. K. K.', written over a dark rectangular background.

## REDRUTH TOWN COUNCIL GRANT APPLICATION FORM

Name of Organisation: Totally Locally

Organisation type (Please circle one option)	<input checked="" type="checkbox"/> Community Group	<input type="checkbox"/> Registered Charity	<input type="checkbox"/> Voluntary Organisation	<input type="checkbox"/> Statutory Agency
Company/Charity number:				

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

Name: ██████████	Name: ████████
Address Red Pottery Unit 2, Tower House, Fore St, Redruth TR15 2BP	Address Luckys Record Bar 29 Fore St, Redruth TR15 2BQ
Tel No: ██████████	Tel No: ██████████
Email address: info@sarahsullivanceramics.co.uk	Email address: totallylocallyredruth@gmail.com
Position Held: Member	Position Held: Member

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

Totally Locally (TL) is a national scheme that champions independent businesses collaborative working in a friendly, non-constituted way, no minutes, no chair, no moaning!

Totally Locally Redruth (TLR) is all about collaboration and a small group of 'do-ers' who implement the Totally Locally Town Kit and then come up with ideas of our own. We are a group of Redruth town centre businesses who are passionate, love our town and want to get involved to make it even better. We meet informally, as a friendly gathering to chat about how we can work closely with



Redruth Town Council and partners to improve the town centre and let more people know about our fantastic town!

Lots of Council's and BID's are working hand-in-hand with TL schemes and ultimately become TL accredited Council's. By working with lots of partners to strengthen the economic viability of the town centre to reward local residents with an eclectic mix of shops, experiences, safeguard jobs and businesses, many owned/run by local residents.

We are not a group looking for business support/help for individual businesses. We are a collective of positive, like-minded people who wish to improve the town centre which is a vibrant and creative community lots of talent and experience to draw on.

As a collaborative we are at the forefront of speaking with the whole community on a day-to-day basis, hearing their stories, needs, challenges and successes. By working closely with key stakeholders, we can build a relationship and environment where we can share information and experience. A voice to help the Council to hear community and business priorities. Many of our ideas and aspirations relate directly to the Redruth vision and investment plan (2024) including the Wayne Hemingway core values of Distinctively Cornish, Resourceful and Regenerative and Sparking Ideas!

#### **DETAILS OF THE PROJECT/ACTIVITY**

Give brief details of the project for which the Grant Application is being made (Please complete this section even if you have included full details of the scheme elsewhere) Max 300 words

We received sponsorship from Bill Bannister to produce our popular Totally Locally Redruth map which showcases over 100 independent businesses. We have had visitors from as far as Michigan pick up maps from our business to help navigate the town and explore the amazing independents that make up the DNA of our town.

We would really love to put up an amended version of our map on an area of wall on the side of the Clock Tower. We will move the existing laminated white sign to the top of the space and then put the map underneath. The graphic will feature the map only and have a QR code to link to the list of businesses. The graphic will be shared with Redruth Town Council before it is installed on the wall and we will work with Redruth Town Council on the installation and re-location of the existing sign to the top of the wall. A photo is included of the space as it is now.

- Bill Bannister sponsorship to date to produce and re-print the map
- Voluntary time from businesses to compile the data for the map.

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

None

Grant requested from Redruth Town Council:	£468
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How do you know there is a local need for your project/activity? Please give recent evidence. Max 300 words

- Positive response to the existing map
- That there has been a requirement for a second print run
- TLR meetings where businesses have requested a dedicated noticeboard in the town. We are working on this as a future funding application to another fund.
- Redruth vision and investment plan highlights the need for wayfinding and information in the town centre, this would be a provisional first step to display a map whilst strategies are being developed/funded

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

All the local community that see the map in the town centre and visitors to our town. Over 1000 per year.

How long have you been fundraising for this particular project?


We have been working on the map for a year in different formats. The leaflet has been funded by soup night monies and the printing by Bill Bannister sponsorship.

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**

Totally Locally doesn't have a bank account. Redruth Community Association has given permission for their bank account to be used for this application and this project will have a separate page in the accounts.


<p>Please give a detailed breakdown of the costs of your project/activity</p> <p>Time for Caroline Pedlar to amend the existing graphic to create the map. This is an in-kind contribution. - £0</p> <p>Time for Ryan to create the business listing to link to the QR Code</p> <p>Cost of getting the map printed - £468 including VAT.</p> <p>Costs of getting the map installed on site - £0</p> <p>Cost of moving the existing Buttermarket / Market Hall sign to the top of the board - £0</p>
<p>Estimated start and end date for the project/activity: Purchased and completed by September 2025.</p>
<p>Please tell us how you will fund your project/activity, giving details of any funding already secured or applications made:</p>

Name of payee: Redruth Community Association

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

Account No: [REDACTED]

Sort Code: [REDACTED]

Please attached a copy of the following;

- Constitution including date of incorporation. Totally Locally is not constituted, but is part of a national movement and has over 70 members and has been operating since early 2024.
- Public Liability Certificate n/a
- Safeguarding policy – n/a
- Equality & Diversity policy n/a
- Health & Safety policy n/a
- Risk Assessments (if you are applying for funding for events or activities involving the public) n/a

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

Totally Locally Redruth is following the national model which encourages business collaboratives not to be a constituted body, to work in partnership with key bodies to support their aims and objectives of increasing footfall to the town centre, sustaining businesses, safeguarding jobs, strengthening the economic vitality of the town centre.

As a group we do not wish to become constituted and instead welcome the flexibility and freedom to adapt with the changing economic landscape, priorities of the town centre and partnering with organisations to make bids and raise funds.

We are super appreciative of Redruth Community Association agreeing to submit a bid on our behalf and manage the process in partnership with TLR.

#### **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: