

St Austell Town Council



Annual Report 2011/12

Your guide to St Austell Town Council,
what we have achieved and
how to get in touch.

Contact Details:

St Austell Town Council
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39 Penwinnick Road
St Austell
Cornwall PL25 5DR

Telephone: 01726 223374

E-mail: office@staustelltowncouncil.com

Website: www.staustelltowncouncil.com



Clerk:
David Pooley



Deputy Clerk:
Sara Gwilliams

Cornwall Council

Cornwall Council has wide ranging responsibilities, including:

- Education
- Social Services
- Highways and Transportation
- Forward Planning and Development Control
- Libraries
- Fire Brigade
- Magistrates Courts and Probation Services
- Waste Disposal and Refuse collection
- Environmental Health
- Leisure and Parks
- Youth Services
- Council tax and Benefits

Cornwall Council can be contacted at:

Cornwall Council
County Hall
Treyew Road
Truro
Cornwall TR1 3AY

Telephone: 0300 1234 100

E-mail: enquiries@cornwall.gov.uk

Website: www.cornwall.gov.uk

Cornwall Council has five Councillors representing St Austell. These are Councillors Double, Oxenham, Polmounter, Stewart and Walker.

Message from the Mayor

I am very honoured to have been chosen as Mayor of St Austell for the 2011/12 civic year and would like to take this opportunity to thank everybody who has supported me in this role.

The Town Council has achieved and supported many things during this year. In the summer of 2011, the Town Council entered St Austell into the South West in Bloom competition where it won a silver gilt award. As a first time entry we were delighted with this achievement - just one step away from the prestigious gold! We did not achieve City Status, but we took the opportunity to submit a bid to raise the profile of the town and let everybody know that St Austell has a lot to offer.

Our profile has definitely been raised and our aspirations to become the "Green Capital of Cornwall" and an up market tourist area are beginning to show signs of reality.

In June 2011 St Austell hosted Armed Forces Day, a successful day bringing people into the town from far afield. On the 19th May 2012 we shall host the passage through our town of the Olympic Torch, a once in a lifetime experience, when the eyes of the world will, for a short moment in time, be focused on St Austell.

As the Mayor I have had the honour of presenting cheques to various organisations who have successfully obtained money from our grants budget. The Boxing Club, Bowls Club, Cricket Club and Football Club have all received grants during my year. The House at Polkyth through funding from the Town Council is now able to stay open on a Friday night for young people of the town. Both financially and with support from the Councillors we have seen other events continue successfully. The Torchlight Carnival is now an established annual event and the Christmas Tree competition and voucher scheme both trialed in the Town last Christmas were so well received it is quite possible that they too will become annual events.



We continue to work in partnership with Newquay Town Council with the retaining and monitoring of the CCTV in both towns. The clearing and cleaning of the River Walk from Truro Road to Pondu Road is nearing completion making it a safe and pleasant walk way for all to enjoy.

We have improved one of the important gateways into the town at the bottom of South Street, negotiating with the owner of the land to enable us to take on the wonderful improvements there.

I took great pleasure in opening our new Town Museum, situated in the old cells at the Market House. This has not only been a significant addition to the town, attracting young and old alike, but it has raised the footfall and profile of the Market House itself.

We are the newest Town Council in Cornwall and are very proud of what we have achieved so far. We have a good team of Councillors, and with help from the community, we will continue to give St Austell the support that it needs to enable it to maintain its upward journey.

Cllr Sandra Heyward JP

Mayor of St Austell 2011/2012



St Austell Town Council

St Austell Town Council was formed in June 2009 and has 20 elected Councillors (4 Councillors representing the Gover Ward, 4 Councillors representing Poltair Ward, 2 Councillors representing St Austell Bay Ward, 5 representing Bethel Ward and 5 representing Mount Charles Ward). A list of current Councillors is included on page 15 of this report.

The next Town Council elections will be held in 2013.

Each year, the Council elects one councillor to be the Mayor who then acts as the civic leader and chairs Council meetings. The Council has a Code of Conduct and is committed to sound corporate governance arrangements.

Meetings are held in Cornwall Council's One Stop Shop at Penwinnick Road, St Austell. The full Council meets approximately every six weeks. In addition to the full Council meetings, the Council has three standing committees to ensure the effective management of its business:

- Finance and General Purposes
- Planning
- Communities

There is a public participation session at each of the Council's official meetings which enables members of the public to make comments or raise issues about items on the agenda. From time to time, working groups are formed to address particular issues. A calendar of Council meetings for the forthcoming year can be found on the Council's website at www.staustelltowncouncil.com and at the back of this report. Agendas and minutes are published on the website.



The Council employs two full-time and one part-time members of staff who are based at the St Austell One Stop Shop, Penwinnick Road, St Austell, PL25 5DR. These are:

David Pooley – Town Clerk
Sara Gwilliams – Deputy Town Clerk
Helen Minall – Administrative Assistant (Part-time)

The Town Council serves the Town of St Austell which has a population of approximately 22,000. Services and facilities provided within the town of St Austell are also enjoyed by people living in the surrounding villages and by the many tourists who visit the town each year. St Austell has been identified as an area which is capable of significant economic and residential growth. The Town Council is very keen to ensure that this growth is managed properly and that appropriate infrastructure accompanies it. St Austell area is one of four areas chosen by central Government for the development of Eco Communities and this is likely to bring with it many challenges but also many opportunities to improve infrastructure, economic wellbeing and quality of life in the area.

As a recently formed local Council, the Town Council currently manages very few services. It has mainly a representative and lobbying role to ensure that local views are taken into account by the larger organisations operating in the area.

The Town Council is consulted on all planning applications in its area and in relation to many of the other services provided by Cornwall Council.

The Town Council is keen to work in partnership with Cornwall Council and other agencies in order to ensure delivery of the highest quality services and facilities to local residents.

2011/12 Activities

Marie Curie Field of Hope

In 2010/11, Town Council staff and Councillors organised the creation of a Field of Hope on the grass verge between Holmbush and Charlestown Roads in conjunction with Marie Curie. 5000 bulbs were obtained and planted by volunteers at no cost. In 2011/12 a bench was installed using funding from Cornwall in Bloom to create a small oasis of tranquillity near these busy roads.



Town Centre

The Town Council helped with the funding and organisation of Christmas lights and Christmas late night shopping entertainment. It has been actively involved with a major refurbishment scheme for Fore Street and Aylmer Place which will cost in the region of £1.3 million and will be completed in June 2012. Work is progressing in conjunction with this scheme on information signs for the various gateways to the town centre and improved signage throughout the town.



A conservation area appraisal is being organised partly funded by the Town Council to ensure that the historical buildings in the town are preserved and properly maintained. In partnership with Cornwall Council, Cornwall College and the Chamber of Commerce a Shopmobility Scheme, Go St Austell, has opened and has recently taken over the old Oxfam book shop to help ensure its ongoing viability.

Work has progressed on the creation of a Business Improvement District possibly based on the town centre area and councillors and traders have combined to bid for Government funding to help promote the town centre through initiatives linked to the Portas Report on town centre shopping.



Armistice Day

The Town Council, working closely with the Royal British Legion, organised the Town's Armistice Day parade and procession in 2011. The Mayor and Town Councillors participated in this well respected, high profile annual event.

South West in Bloom

The Council entered St Austell in the South West in Bloom competition in 2011 for the first time in many years and councillors assisted by Serco's horticultural staff worked hard to make sure that St Austell looked at its best during judging. They were rewarded for their efforts with a silver gilt award which was an excellent achievement for a first time entry. A team of volunteers from the local community and councillors are taking forward the initiative and hope to build on the success of 2011.



City Bid

Although St Austell was not granted City Status, the benefit of producing the bid has been invaluable.

The City Bid process has raised awareness of what our Town has to offer to local people, visitors, developers and businesses looking to invest in the area. It has raised aspirations as to what we could become in the future, it has set down strong foundations on which to build future success and, most importantly, it has brought our community spirit to the fore.



Carnival

The Council continued its funding and support for the torchlight carnival which was in its third year after a break of 10 years. This was once again a tremendous success and our special thanks go to those who helped to organise and took part in the event.



Other initiatives

The Town Council has:

- Secured a contract for CCTV camera monitoring in partnership with Newquay Town Council and Cornwall Council to help maintain CCTV services in our town centres;
- Operated a small grants scheme for local community and charitable groups;
- Obtained grant funding and worked with Cornwall Council to clear and tidy the area around River Walk in order to make it safer and reduce anti social behaviour in the area;
- Applied for grant funding and started work on a Town Plan to help steer the work of the Council and other bodies in and around St Austell;
- Undertook pre-planning consultations with a number of developers, arranged a number of large scale public meetings to give residents the opportunity to raise concerns and suggest improvements to major planning proposals;
- Responded to consultations affecting the town on many issues including car parking, cycle ways, speed limits, public conveniences and bus shelters;
- Worked closely with local businesses to strengthen their representation and input to local issues;
- Submitted a bid to Cornwall Council to have a new state of the art archive and record centre for Cornwall built in St Austell and have been short-listed as one of the preferred locations;
- Headed up the St Austell Olympic Torch Steering Committee which oversaw the Olympic Torch celebration events in the town



Cornwall Armed Forces Day

The Council applied for grant funding and organised the Cornwall Armed Forces Day held in St Austell on the 25th June 2011. This prestigious event was hugely successful, attracted hundreds of military personnel and veterans to the town and provided an opportunity for the public to show their appreciation to the armed forces for all that they do.



Committees

Planning Committee Membership – 2011 /12

Councillor Collins (Chairman)
 Councillor Palmer (Vice-Chairman)
 Councillor Bradford
 Councillor Derry
 Councillor Earl
 Councillor Heyward
 Councillor Stocker
 Councillor Trehwella
 Councillor Tuite



The Planning Committee meets approximately every three weeks. All members of the committee have received training in the planning system. The Council dealt with over 170 planning applications from April 2011 to March 2012. This included a number of major applications.

Communities Committee Membership – 2011/12

Councillor Trehwella (Chairman)
 Councillor Cook (Vice-Chairman)
 Councillor Blaylock
 Councillor Collins
 Councillor A Double
 Councillor Heyward
 Councillor Keast
 Councillor Lake
 Councillor Polmounter
 Councillor Stewart
 Councillor Tuite



The Communities Committee deals with community and environmental matters. It administers a small grants scheme and provided financial assistance to 20 local community groups in 2011/12 totalling £4,800.

Working Parties

A number of working groups met during 2011/12 to help progress Council business. These were:

Business Consultation Working Group
 CCTV Consultation Working Group
 Environmental Projects Working Group
 Standing Orders Working Group
 Town Plan Working Group
 Youth Council Working Group



Finance & General Purposes Committee - Membership – 2011 /12

Councillor – French (Chairman)
Councillor – Walker (Vice-Chairman)

Councillor Bradford
Councillor Davidson
Councillor Derry
Councillor S. Double
Councillor Heyward
Councillor Palmer



The Finance and General Purposes Committee deals with the internal management and governance arrangements of the Council. Sound governance arrangements including budgetary, accountancy, banking, audit and risk management arrangements have been put in place and are monitored by the Committee. The Council's accounts for 2011/12 are shown on pages 13 and 14.

Representatives on outside bodies

St Austell Civic Pride - Councillor French

St Austell Market House Community Interest Company Board - Councillor Earl

St Austell Carnival Committee - Councillors Trehella and Polmouter

St Austell Chamber of Commerce - Councillor French

Key Individual Networker for Devon and Cornwall Police - Councillor Trehella.

Cornwall Town's Association - Councillor Earl

CALC - Larger Councils Liaison Group - Councillor Palmer

Volunteer Cornwall Time Bank – Councillor Blaylock.

Attendance at Meetings

Councillors do not receive any payment or allowance for attending meetings or for carrying out any Council business. Despite this, Town Council meetings are well attended by Councillors. Overall, Councillors attended over 82% of the meetings they were scheduled to attend. Councillors Lake and Walker attended 100% of the meetings which they were scheduled to attend. Councillors Derry and Palmer attended the most meetings (31 each).



St Austell welcomes the Olympic Flame

St Austell Town councillors were pleased to join thousands of local residents in a series of events celebrating the Olympic Torch in St Austell. There were 347 record breakers, including our mayor, who attended that largest ever cream tea. The Olympic Flame, lit in the Temple of Hera, spent its first day on the relay crossing Cornwall.



INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2012

2010/11 £		2011/12 £
	RECEIPTS	
7,781.75	Miscellaneous Income and Grants	8,446.10
2,660.91	Interest received	4,865.14
201,420.00	Precepts	201,440.00
9,290.22	Mayors Charities Income	6,031.69
221,152.88	Total Receipts	220,782.93
	PAYMENTS	
	Employee Expenses	
90,352.36	Salaries and Wages (Inc. on costs)	93,337.50
760.00	Recruitment costs	0.00
998.28	Training Expenses	1,040.50
159.12	Travel & Subsistence	271.40
1,023.55	Chairmans Allowance	355.56
48.20	Members' Allowances	150.35
93,341.51		95,155.31
	General Administration	
2,720.00	Office Accommodation	4,430.00
255.23	Office Supplies	555.21
246.28	Refreshments	194.85
1,864.23	Printing and binding	6,129.60
754.17	Postages	670.23
381.27	IT Support & software	853.46
1,509.00	General publicity	1,119.00
0.00	Noticeboards	1,150.00
1,752.73	Insurance	1,591.46
2,552.15	Subscriptions	2,315.82
71.95	Books and Publications	47.00
12,107.01		19,056.63
	Miscellaneous Expenses	
0.00	Elections	4,685.50
14,928.00	Grants	14,003.00
2,604.80	Projects	38,963.06
0.00	CCTV	27,689.49
3,268.36	Civic Ceremonial	1,638.71
1,775.00	Audit fees	1,375.00
9,290.22	Mayors Charities	6,031.69
31,866.38		94,386.45
137,314.90	Total Expenses	208,598.39
83,837.98	Surplus for Year	12,184.54
114,781.12	General Fund Balance B/Fwd	175,441.10
83,837.98	Add Surplus for Year	12,184.54
0.00	Add Contributions from Reserves	27,678.00
23,178.00	Less Contribution to Reserves	115,000.00
175,441.10	General Fund Balance C/Fwd	100,303.64

ST AUSTELL TOWN COUNCIL**BALANCE SHEET AS AT 31ST MARCH 2012**

31.3.11 £	£	31.3.12 £	Notes
Fixed Assets			
98,100.00	Ceremonial assets	97,700.00	1
2,521.00	Allotments and other premises	2,521.00	
0.00	Notice Board	1,150.00	
516.26	Office Equipment	6,119.72	
101,137.26		107,490.72	
Current Assets			
4,844.41	Debtors	2,488.92	2
1,649.48	Prepayments	1,721.38	
232,403.67	Bank Balances	250,645.02	
55.51	Cash in Hand	5.82	
238,953.07		254,861.14	
Current Liabilities			
9,833.97	Creditors and advance payments	13,557.50	3
229,119.10	Net Current Assets	241,303.64	
330,256.36	Net Assets	348,794.36	
Represented By:			
100,621.00	Asset Revaluation Reserve	100,221.00	
516.26	Capital Financing Reserve	7,269.72	
175,441.10	General Revenue Balance	100,303.64	
53,678.00	Earmarked Reserves	141,000.00	4
330,256.36		348,794.36	

Notes

1. Ceremonial assets have been valued by independent valuers using an insurance methodology as at 31st March 2010. It is not considered necessary to revalue all assets annually.

2. Made up of bank interest and VAT due at the year end.

3. Creditors at the year end include administration expenses and monies collected for the Mayor's charities.

4. The following sums have been set aside as earmarked reserves:

	£
Signs project	6,000.00
Elections	25,000.00
Devolution of Services	110,000.00
	141,000.00

Annual Accounts 2011/12

The Council's Statement of Accounts for 2011/12 has been prepared in accordance with the Accounts and Audit Regulations 2011. The Council's Accounts are audited annually by an independent internal auditor and forwarded to the Audit Commission for final appraisal. A full copy is available for examination on request by contacting the Town Clerk.

Your St Austell Town Councillors

	<p>Blaylock, Susan Bethel Ward 01726 66014 susan.blaylock@btinternet.com</p>		<p>Heyward, Sandra Gover Ward 01726 65045 seheyward@yahoo.com</p>
	<p>Bradford, Valerie Bay Ward 01726 813540 val.murray@lineone.net</p>		<p>Keast, John Mount Charles Ward 01726 61444 john@keast.myzen.co.uk</p>
	<p>Collins, Derek Bethel Ward 07508 423735 soundtec@aol.com</p>		<p>Lake, Monica Gover Ward 01726 63949 mlake@monicalake.plus.com</p>
	<p>Cook, Nicholas Mount Charles Ward 07583 084306 nick.cook@gmx.co.uk</p>		<p>Palmer, Brian Poltair Ward 01726 65379 brianpalmer379@btinternet.com</p>
	<p>Davidson, Bob Bethel Ward 01726 891541 bobtheagent@btconnect.com</p>		<p>Polmounter, Shirley Mount Charles Ward 01726 74173 spolmounter@cornwall.gov.uk</p>
	<p>Derry, Philip Mount Charles Ward 01726 71346</p>		<p>Stewart, Jenny Gover Ward 07765 186268 jemason@cornwall.gov.uk</p>
	<p>Double, Anne Mount Charles Ward 07974 808854 anne@annedouble.com</p>		<p>Stocker, John Poltair Ward 01726 67978 councillor.stocker@virgin.net</p>
	<p>Double, Steve Poltair Ward 07977 121529 sdouble@cornwall.gov.uk</p>		<p>Trehella, Jill Bethel Ward 07814 315105 jill@trehella1000.freeserve.co.uk</p>
	<p>Earl, Wendy Poltair Ward 01726 72861 wendyearl@talktalk.net</p>		<p>Tuite, Karen Bay Ward 07710 466110 karentuite61@hotmail.com</p>
	<p>French, Tom Gover Ward 01726 73735 tgf@tomfrench.co.uk</p>		<p>Walker, Graham Bethel Ward 01726 63707 gew04@hotmail.com</p>

Future Meeting Dates of St Austell Town Council

- Full Council
- Community Committee
- Bank holiday
- Finance & General Purposes Committee
- Planning Committee
- Town Council Elections

Members of the public are welcome to all Meetings

JUNE 2012

Mon		4	11	18	25
Tues		5	12	19	26
Wed		6	13	20	27
Thur		7	14	21	28
Fri	1	8	15	22	29
Sat	2	9	16	23	30
Sun	3	10	17	24	

JULY 2012

Mon		2	9	16	23	30
Tues		3	10	17	24	31
Wed		4	11	18	25	
Thur		5	12	19	26	
Fri		6	13	20	27	
Sat		7	14	21	28	
Sun	1	8	15	22	29	

AUGUST 2012

Mon		6	13	20	27
Tues		7	14	21	28
Wed	1	8	15	22	29
Thur	2	9	16	23	30
Fri	3	10	17	24	31
Sat	4	11	18	25	
Sun	5	12	19	26	

SEPTEMBER 2012

Mon		3	10	17	24
Tues		4	11	18	25
Wed		5	12	19	26
Thur		6	13	20	27
Fri		7	14	21	28
Sat	1	8	15	22	29
Sun	2	9	16	23	30

OCTOBER 2012

Mon	1	8	15	22	29
Tues	2	9	16	23	30
Wed	3	10	17	24	31
Thur	4	11	18	25	
Fri	5	12	19	26	
Sat	6	13	20	27	
Sun	7	14	21	28	

NOVEMBER 2012

Mon		5	12	19	26
Tues		6	13	20	27
Wed		7	14	21	28
Thur	1	8	15	22	29
Fri	2	9	16	23	30
Sat	3	10	17	24	
Sun	4	11	18	25	

DECEMBER 2012

Mon	3	10	17	24	31
Tues	4	11	18	25	
Wed	5	12	19	26	
Thur	6	13	20	27	
Fri	7	14	21	28	
Sat	1	8	15	22	29
Sun	2	9	16	23	30

JANUARY 2013

Mon		7	14	21	28	
Tues		1	8	15	22	29
Wed		2	9	16	23	30
Thur		3	10	17	24	31
Fri		4	11	18	25	
Sat		5	12	19	26	
Sun		6	13	20	27	

FEBRUARY 2013

Mon		4	11	18	25
Tues		5	12	19	26
Wed		6	13	20	27
Thur		7	14	21	28
Fri	1	8	15	22	
Sat	2	9	16	23	
Sun	3	10	17	24	

MARCH 2013

Mon		4	11	18	25
Tues		5	12	19	26
Wed		6	13	20	27
Thur		7	14	21	28
Fri	1	8	15	22	29
Sat	2	9	16	23	30
Sun	3	10	17	24	31

APRIL 2013

Mon		1	8	15	22	29
Tues		2	9	16	23	30
Wed		3	10	17	24	
Thur		4	11	18	25	
Fri		5	12	19	26	
Sat		6	13	20	27	
Sun		7	14	21	28	

MAY 2013

Mon		6	13	20	27
Tues		7	14	21	28
Wed	1	8	15	22	29
Thur	2	9	16	23	30
Fri	3	10	17	24	31
Sat	4	11	18	25	
Sun	5	12	19	26	

Useful Numbers

St Austell Town Council	01726 223374	Cornwall Council	0300 1234100
Traveline	0871 2002233	Railway enquiries	08457 484950
Tourist Information	01726 879500	Library	0300 1234111
Polkyth Leisure	01726 223696	Eden Project	01726 811911
Wheal Martyn Museum	01726 850362	Pine Lodge Gardens	01726 73500
Mobility Centre	01726 624060	NHS Cornwall	01726 627967
NHS Direct	0845 4647	St Austell Minor injuries	01726 291199
Police	101	Dental helpline	01872 354375
Kernow Urgent Care	08702 421242	Gas Emergency	0800 111999
Shop Mobility	01726 70706		

In an emergency dial 999 and ask for the service you require.