

St Austell Town Council

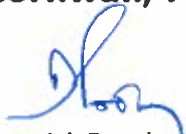


Community Committee

To: All Members of the Community Committee (Councillors: Cohen, Double, Fox, Guest, Kimber, Pearce, Preece, Pears, Rowse, Stephens, Thompson and Young).

Dear Councillor

You are summoned to attend a **Meeting** of the **Community Committee** to be held at **The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD** on **Monday 3rd June 2024 at 6pm.**



David Pooley
Town Clerk

28th May 2024

Tel: 01726 829859
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Website: www.staustell-tc.gov.uk

AGENDA

- 1. Election of Chair**
- 2. Election of Vice-Chair**
- 3. Apologies for absence**
- 4. Declarations of Interest**

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on this agenda).

- 5. Dispensations**

(Purpose: To receive requests for dispensations under the Code of Conduct).

6. Minutes of meeting held 25th March 2024

**Pages
1-4**

(Purpose: To agree that the minutes of the above meeting be signed as a correct record).

7. Matters to Note

A verbal update from the Town Clerk on the actions taken since the last meeting. Note: No decision may be made under this agenda item.

8. Public participation (15 minutes maximum)

The Chairman will invite members of the public to address the meeting in relation to the business to be carried out at the meeting. *15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.*

9. Simon Pollard, Festival Director – St Austell Festival of Children's Literature

(Purpose: To receive a presentation and request for financial assistance for the forthcoming St Austell Festival of Children's Literature).

10. Small Grants Scheme

**Pages
5-16**

- St Austell Festival of Children's Literature
- St Austell Table Tennis Club

11. Projects Update

(Purpose: To receive a verbal report on the projects currently being worked on). (Verbal update).

12. To consider excluding the press and public.

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified for the following item: Items 13 and 14 are confidential because they contain sensitive information.

13. CCTV

**Pages
17-24**

(Purpose: To consider installing additional CCTV cameras across the town centre).

14. Hall at Robartes Place

**Pages
25-28**

(Purpose: To consider correspondence received from Cornwall Council's Asset Management Group regarding the Hall at Robartes Place, St Austell).

15. Dates of Meetings

(Purpose: To confirm date of forthcoming meeting 9th September 2024).

MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 25th MARCH 2024 at The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Cohen, Double, Fox, Kimber, Pearce, Preece, Thompson and Young

In attendance: David Pooley (Town Clerk) and Sara Gwilliams (Deputy Town Clerk).

CC/23/61) Apologies for absence

Apologies for absence were received from Councillors: Guest, Pearce, Rowse and Stephens.

Councillor Double advised that she needed to leave the meeting by 7.30pm

Councillor Young advised that he needed to leave the meeting at 7pm

CC/23/62) Declarations of Interest

None.

CC/23/63) Dispensations

None.

CC/23/64) Minutes of the Meeting held on the 26th February 2024

It was **RESOLVED** the minutes of the meeting held on the 26th February 2024 be approved and signed as a correct record.

CC/23/65) Matters to Note

The Clerk advised that despite concerns from the Town Council, Pentewan Valley Parish Council and St Mewan Parish Council, the Trewiddle Crossing will be built out as designed.

CC/23/66) Public Participation

There were no members of public present.

CC/23/67) Grass Cutting Policy

The Clerk outlined the grass standards currently adopted and advised that the Operations Manager has reviewed the policy and is open to moving Polmarth open space, Jubilee Meadow and Penmere Road open space to Parks and Open Spaces Standard 3 to help increase biodiversity. During discussion, the following issues/points of discussion were raised:

- The need to update the notes section of the policy
- Consideration be given to planting blackcurrant, raspberry and gooseberry bushes to encourage foraging
- The need to keep the A390 grass verge short
- The encroachment of the grass onto the pavement at Penwinnick Road
- The potential for a flower maize

Members expressed their gratitude to the Operations Manager and his team for their continued hard work across the town.

It was **RESOLVED** that the Grass Cutting Policy be updated as suggested for the Town Council's consideration and approval.

CC/23/68) The House – Quarterly Report October 2023 to December 2023

The Clerk referred Members to a quarterly monitoring report and advised that Young People Cornwall (YPC) continue to provide an extremely valuable service for young people in the St Austell area. YPC employ over 40 staff and have proved very successful at raising grant funding to maintain services.

Members discussed a number of matters including:

- Services for autistic young people
- Savings generated for other agencies
- The availability of other services and activities for young people
- Services for young people with learning disabilities

The Deputy Town Clerk advised that it was hoped to have a presentation by Nick Smith, the Chief Executive of Young People Cornwall, at a future meeting.

It was **RESOLVED** to note The House Quarterly Report Oct – Dec 2023

CC/23/69) St Austell Townscape Heritage Scheme – Final Report

The Clerk advised that the final evaluation report for the St Austell Townscape Heritage Scheme had been published and that the project had improved a large number of properties in the town centre including:

- The Market House
- Tregonissey House
- The former Tregarne Sunday School
- 1-3 Victoria Place
- 32-32a Fore Street
- The Trinity Centre, 3 Market Street
- 2-6 Bodmin Road
- Café Tengo
- 3 Fore Street
- 1 Vicarage Hill
- 9 Church Street
- Moustache Jacks

High quality improvements have been made and the cumulative impact has been excellent.

It was **RESOLVED** to note the report and thank Andrew Richards for his excellent work.

CC/23/70) Small Grants Scheme

Members considered a grant application from White River Community Church and Family Centre to fund part of a town centre fun day planned for 15th August 2024.

It was **RESOLVED** to award a grant of £150 to the White River Community Church and Family Centre for the August fun day.

Councillor Fox provided some feedback on the St Piran's Day event which the Town Council had helped to fund and thanked the Council for its contribution. Music on the day was well received. The Market House experienced improved footfall, the NHS promoted free health checks, Community Energy Plus distributed grants to eligible people and good coverage was achieved in the Voice newspaper and on CHAOS radio. Councillor Kimber passed on positive comments that he had received.

The Chair thanked Councillor Fox for the update and for her hard work.

CC/23/71) Project Update

The Clerk and Deputy Town Clerk provided the following updates on projects currently being managed:

Town Centre Regeneration

- Town Vitality Fund – meeting tomorrow with Cornwall Council Officers – funding for various town centre projects being sought.
- £9,975 Community Capacity Grant received to design Church piazza/grounds improvement – project due to start soon.
- Rooftop garden – heritage square scaled back due to owner objection.
- Grant application submitted to GWR for station improvements
- Regeneration Officer – 2 days per week from April to support projects and a community event in August.

CCTV

- Summer monitoring hours starting soon
- 1 re-deployable camera. In talks with the Police about it being moved to the Gover area.

Cornwall Councillor Community Chest Funds

Application submitted for Councillor Rowse Community Chest and approved for Daniel Lane wildflowers, picnic bench at The Meadows and painting the skateboard ramp.

Anti-Social Behaviour

Carole Mould, Portfolio Holder, Sophie Hosking – Strategic Director, Simon Mould (Head of Community Safety) are visiting St Austell in April to see first-hand the issues that the town faces on a daily basis. A recent report confirmed:

- 91 Emergency Accommodation/Temporary Accommodation placements

- 148 commissioned/non-commissioned bedspaces

Awaiting a response from Cornwall Council about how many of these are within half a mile of St Austell town centre. Recent measures include:

- More patrols from Harbour Housing
- Shop Watch Radio – protocols reinforced again

Members raised the issue of early morning anti-social behaviour and noted that Iceland have improved the control of alcohol within the store.

The Clerk reiterated the importance of reporting ASB to the police.

*** Councillor Young left the meeting ***

Grounds Maintenance

- In the process of recruiting an Apprentice – interviews within the next couple of weeks.
- D Day poppies – Field of Hope and Cosgarne Triangle
- Low level grass cutting commenced eg: inside of play area and front of Poltair Park.
- Problem with dogs chewing swing seats in the parks at Woodland Close, Prince Charles and Thornpark Road (the Deputy Town Clerk agreed to talk to the ASB Officer about potential culprits).

CC/23/72) Dates of Meetings

It was noted that the next meeting of the Community Committee is scheduled for Monday 3rd June 2024.

The meeting closed at 7.08pm.

ST AUSTELL TOWN COUNCIL

COMMUNITY COMMITTEE – 3RD JUNE 2024

SMALL GRANTS SCHEME - APPLICATIONS RECEIVED

1. PURPOSE OF REPORT

To consider funding requests received under the Town Council's Small Grants Scheme.

2. LEGAL AND RISK MANAGEMENT ISSUES

The Council has the legal power to grant funding under the General Power of Competence which was formally re-adopted by the Town Council on the 17th May 2021.

3. RESOURCE ISSUES

The Council has earmarked the sum of £8,000 for the small grants scheme in the 2024-25 financial year. To date £150 has been awarded leaving a balance of £7,850.

4. EQUALITIES ISSUES

The Small Grants application form asks organisations to demonstrate their commitment to equal opportunities.

5. ENVIRONMENTAL ISSUES

The environmental impact for proposed projects will vary for each grant application received.

6. RECOMMENDATIONS

It is recommended that Members:

- (i) Consider and determine whether they wish to support the grant applications received.

Background

The application forms for the funding requested are reproduced with this report. Supporting information for the grant applications (including financial) can be viewed upon request prior to this meeting.

1. St Austell Festival of Children's Literature

A request has been received from the organisers of the St Austell Festival of Children's Literature for funding towards the festival on 28th June to 30th June 2024.

2. St Austell Table Tennis Club

A request has been received from St Austell Table Tennis Club for funding towards additional equipment and coaching.

SARA GWILLIAMS
DEPUTY TOWN CLERK

St Austell Town Council



Small Grants Scheme

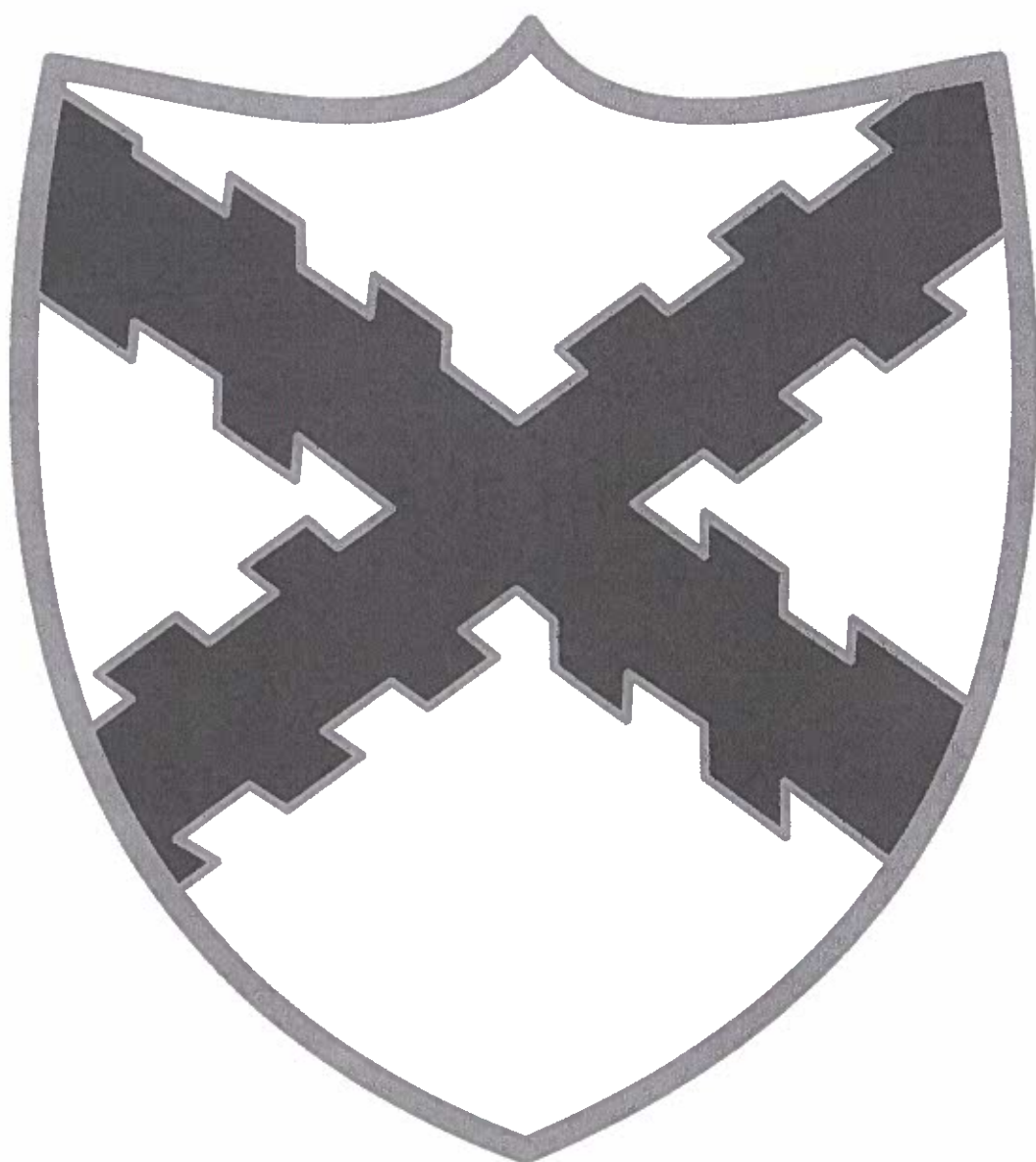
Application Form

PART B

1. Your organisation

Name of Organisation	St Austell Festival of Children's Literature
Charity/company number (if applicable)	Charity No: awaiting confirmation Company No:
Are there any Members of St Austell Town Council on your Committee? (if so, please list them)	No
What are the aims and objectives of your organisation?	Making a difference to young lives through the power of reading. Celebrate the fact that choosing to read improves life outcomes enable children to experience a live author event support families in choosing to read together inspire a community that embraces reading for pleasure.

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<p>Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)</p>	<p>The maximum ticket price will be £1 with free tickets given to families eligible for pupil premium funding.</p>
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2. Purpose for which the grant is sought

<p>Project title:</p>	<p>St Austell Festival of Children's Literature</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>Following the success of last year's festival we are expanding the festival from 1 to 3 days. The festival takes place 28th – 30th June 2024. It involves a variety of workshops with a wide range of authors and illustrators of interest to families with children aged 2-16. The events will take place in a number of venues within St Austell including vacant shop units.</p>
<p>How would this grant be of benefit to the community in St Austell? (please continue on a separate sheet if necessary):</p>	<p>Research shows that children choosing to read for pleasure has the biggest impact on life outcomes (even more than their parents going to university). Families reading together helps to sustain reading for pleasure as children grow up.</p>
<p>What arrangements do you have in place to ensure safeguarding of children and young people (applicable only if your project involves working with this client group).</p>	<p>Lead volunteers have level 3 safeguarding training. All volunteers will be given applicable safeguarding training. Safeguarding policy in place.</p>

3. Finance

<p>What is the total cost of the project?</p>	<p>£ 10000</p>
<p>Amount of grant applied for (Up to £250) *</p>	<p>£ 250</p>
<p>Have you previously received a grant from St Austell Town Council?</p>	<p>Yes</p>

<p>If “Yes” please indicate:</p> <p>a) When b) Amount received c) For what purpose</p>	<p>November 2022 £500 One day festival in 2023</p>
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* Should you wish to apply for a grant over £250, the Council may consider a larger grant in exceptional circumstances, but you may be asked to provide a presentation to the Town Council.

Please list any applications you have made for funding from other organisations.

Organisation	Contribution Sought (£)	Applied (please tick as appropriate)	Granted (please tick as appropriate)
Feast – small grant	£1000		Yes
Feast – additional Festival funds	£2500	Yes	

4. Further information enclosed

Information	Enclosed (please tick)
A copy of your organisation's most recent bank statement(s) (mandatory)	To follow
A copy of your constitution (or similar document showing the organisation's status)	X
A copy of your organisation's latest set of accounting statements (if any exist)	

5. Publicity

Please explain how you will publicise and acknowledge the Town Council's grant.

We will add the Town Council logo to printed programmes and leaflets plus the festival website.

Please return your completed form to:

Sara Gwilliams
Deputy Town Clerk
The Stable Block
Pondhu House
Penwinnick Road, St Austell, PL25 5DP

E-mail: sara.gwilliams@staustell-tc.gov.uk

St Austell Town Council



Small Grants Scheme

Application Form

PART B

1. Your organisation

Name of Organisation	St Austell Table Tennis Club
Charity/company number (if applicable)	Charity No: N/A Company No:N/A
Are there any Members of St Austell Town Council on your Committee? (if so, please list them)	No

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<p>What are the aims and objectives of your organisation?</p>	<p>We are looking to grow our club and give residents the opportunity to continue or start playing a new sport.</p> <p>We strongly believe that participation in sport and being part of a club can improve physical and emotional wellbeing of individuals and are keen to give as many people as possible the opportunity to do this.</p> <p>Additional funding will allow us to provide more equipment and coaching opportunities to existing and new members.</p> <p>The work we are already doing in terms of communications has already resulted in an increase in participation but we believe funding will help us achieve more and help us improve the physical and emotional wellbeing of more individuals.</p>
<p>Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)</p>	<p>Please find attached our information pack for new members (includes officer roles, club information, policies and code of conduct), safeguarding policy, social media policy, clubs' constitution, equalities policy and risk assessment for participation.</p> <p>We have one coach who has renewed their licence, and we have one other person undertaking a coaching licence in June.</p> <p>Our coaches and welfare officer have undertaken their safeguarding training and hold the relevant enhanced DBS.</p>

2. Purpose for which the grant is sought

<p>Project title:</p>	<p>Coaching and Equipment to encourage further participation</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>We are looking to purchase more equipment to include bats and balls and also look to provide coaching in order for individuals to improve their skills and knowledge of the sport. This will of course still come down to personal choice and coaching would be for those who want to participate.</p>

<p>How would this grant be of benefit to the community in St Austell? (please continue on a separate sheet if necessary):</p>	<p>As mentioned above, we are looking to grow our club and give residents the opportunity to continue or start playing a new sport.</p> <p>We strongly believe that participation in sport and being part of a club can improve physical and emotional wellbeing of individuals and are keen to give as many people as possible the opportunity to do this.</p> <p>Additional funding will allow us to provide more equipment and coaching opportunities to existing and new members, and work more closely with local schools where the opportunity arises.</p> <p>The work we are already doing in terms of communications has already resulted in an increase in participation, but we believe funding will help us achieve more and help us improve the physical and emotional wellbeing of more individuals. It will be difficult to measure this ourselves, however if members continue to play either socially or in the league, we believe that this will have been a huge success which we are definitely confident of.</p>
<p>What arrangements do you have in place to ensure safeguarding of children and young people (applicable only if your project involves working with this client group).</p>	<p>Please find attached our information pack for new members (includes officer roles, club information, policies and code of conduct), safeguarding policy, social media policy, clubs' constitution, equalities policy and risk assessment for participation.</p> <p>We have one coach who has renewed their licence, and we have one other person undertaking a coaching licence in June.</p> <p>Our coaches and welfare officer have undertaken their safeguarding training and hold the relevant enhanced DBS.</p>

3. Finance

<p>What is the total cost of the project?</p>	<p>The cost of our overall project of increasing participation will always be ongoing and will cost us money when looking to buy kit, equipment and put on coaching sessions. Members do pay a signing on fee which covers other outgoings such as venue hire, electricity, heating and refreshments.</p>
<p>Amount of grant applied for (Up to £250) *</p>	<p>£250.00</p>

Have you previously received a grant from St Austell Town Council?	No
If "Yes" please indicate: a) When b) Amount received c) For what purpose	N/A

* Should you wish to apply for a grant over £250, the Council may consider a larger grant in exceptional circumstances, but you may be asked to provide a presentation to the Town Council.

Please list any applications you have made for funding from other organisations.

Organisation	Contribution Sought (£)	Applied (please tick as appropriate)	Granted (please tick as appropriate)
Only sponsorship from local organisations at present, no further funding applications made for funding at this stage			

4. Further information enclosed

Information	Enclosed (please tick)
A copy of your organisation's most recent bank statement(s) (mandatory)	Enclosed
A copy of your constitution (or similar document showing the organisation's status)	Enclosed
A copy of your organisation's latest set of accounting statements (if any exist)	Enclosed

5. Publicity

Please explain how you will publicise and acknowledge the Town Council's grant.

<p>We would very much welcome a member of the town council down to our facility to see the sessions we run to include training and league matches within the West Cornwall league.</p> <p>A photo opportunity and publicity on our clubs Facebook page and shared by the league Facebook page can be arranged. We will ensure our members are fully aware via our monthly newsletter.</p> <p>There might also be the opportunity to do this via local newspapers.</p>

Please return your completed form to:

Sara Gwilliams
Deputy Town Clerk
The Stable Block
Pondhu House
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