

St Austell Town Council



Community Committee

To: All Members of the Community Committee (Councillors: Brown, Bull, Cohen, Hanlon, Heyward, Jones, Leonard, Pearce (Chair), Pears, Rees, Styles (Mayor) and Thompson).

Dear Councillor

You are summoned to attend the **Remote Community Committee Meeting** of **St Austell Town Council** to be held on **Monday 1st March 2021** at **6pm**.

Any member of the public wishing to attend this meeting, should obtain a password from the Clerk by no later than **12pm on Monday 1st March 2021**. For security reasons, no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.



*****This remote meeting will be held using Zoom*****

David Pooley
Town Clerk

23rd February 2021

Tel: 01726 829859
e-mail: david.pooley@staustell-tc.gov.uk
Website: www.staustell-tc.gov.uk

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**

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

3. Dispensations

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

4. Minutes of meeting held 30th November 2020

**Pages
1 to 8**

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

5. 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.

6. 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.

7. Melissa Ralph – Making Spaces for Nature, Project Lead

(Purpose: To receive an update on the Making Spaces for Nature Project).

8. Small Grants Scheme

**Pages
9 to 12**

(Purpose: To review the suggested changes to the criteria for the Small Grants Scheme).

9. Small Grants Scheme

**Pages
13 to 34**

- **4FS Youth Dance**
- **C4 Studios CIC**
- **Gover Green Space CIC**

(Purpose: To consider grant applications under the Town Council's Small Grants Scheme).

10. Draft Parks and Open Spaces Strategy

**Pages
35 to 36**

(Purpose: To review a further draft of the Parks and Open Spaces Strategy). (Report attached).

11. Climate Emergency Action Plan – 2020/22

**Pages
37 to 46**

(Purpose: To review progress against the Climate Emergency Action Plan). (Attached).

12. Projects Update

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

13. Dates of Meetings

(Purpose: To confirm date of forthcoming meeting – 29th March 2021).

**MINUTES of a REMOTE MEETING of ST AUSTELL TOWN COUNCIL
COMMUNITY COMMITTEE held on MONDAY 30th NOVEMBER 2020 at
6pm.**

Present: Councillors: Brown, Bull, Cohen, Hanlon, Heyward, Jones, Pearce (Chair), Pears, Styles and Thompson.

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

CC/19/79) Apologies for absence

Apologies for absence were received from Councillor Rees.

CC/19/80) Declarations of Interest

Councillor Bull declared an interest in agenda item 8 by virtue of being a Trustee of the St Austell Arts Centre.

Councillor Brown declared an interest in agenda item 8 by virtue of being a member of Citizens Advice Cornwall.

Councillor Jones declared an interest in agenda item 8 by virtue of his Charity, Community Energy Plus, working closely with the Citizens Advice Bureau.

Councillor Jones clarified that he is no longer a member of the St Austell Arts Centre Board.

CC/19/81) Dispensations

There were no requests for dispensations received.

CC/19/82) Minutes of the Meeting held on 30th September 2020

It was **RESOLVED** that the minutes of the meeting held on the 30th September 2020 be approved and signed as a correct record.

CC/19/83) Matters to note

The Town Clerk advised that following recent conversations with Louise Wood, Head of Planning, and Jon Lloyd-Owen, Head of Housing, there is now a general acceptance at Cornwall Council that there is a need to organise a better spread of both complex needs accommodation and temporary accommodation to other parts of Cornwall. Mr Lloyd-Owen had confirmed that there will be no new complex needs accommodation in St Austell and that other towns are being looked at to provide this service.

CC/19/84) Public Participation

In order to assist the members of the public present, the Chair agreed to allow the following members of the public to speak at this juncture in the following order: Mrs Earl, Ms Clemo, Ms Wilcox and Mr Kneller.

Mrs Earl advised Members that a Climate Action St Austell (CASA) group has been formed consisting of various members of the public including Mr Gary King and possibly Mr Graham Walker and their aim is to educate and inform organisations in and around St Austell on Climate Change. She acknowledged that the Town Council has to be strategic in its approach to climate change initiatives but felt that a change in behaviour by individuals is needed too. She thanked the Operations Manager for the continuous planting of trees and urged the Town Council to encourage more community involvement.

CC/19/85) Heidi Clemo, Census Engagement Manager, Office for National Statistics – Census 2021

Ms Clemo advised that she is working for the Office for National Statistics, lives in St Austell and is also a Carlyon Parish Councillor. She will be working across Cornwall over the next six months educating people about the importance of the census on the 21st March 2021 and trying to engage with the hard to reach groups such as the homeless and travellers. Literature will be produced shortly which she will pass on to the Town Council for displaying on notice boards and social media.

Arising from a question, Ms Clemo advised that she is working closely with Cornwall Council to try and resolve how people can identify as Cornish on the census and that she had escalated the matter to her senior managers at the Office for National Statistics.

CC/19/86) Campaign Partnership Brief: Nature Friendly Cornwall

Kay Wilcox advised that she works for Purpose Climate Lab who are a campaign company looking for support for the upcoming campaign on nature friendly solutions in Cornwall. The campaign is to raise the profile of nature based solutions that farmers, businesses and councils can implement and support from the Town Council was sought for the motion that had been placed before Cornwall Council.

Councillor Jones expressed his concern with regard to the organisation and their aims and felt that it was not something that he could support.

Councillors expressed no support for this campaign.

CC/19/87) Truro Road, St Austell – proposed extension of 40mph speed limit

John Kneller, Parish Councillor from St Mewan expressed his concern with regard to the proposed extension of the 40mph speed limit between St Mewan School and St Austell. He advised that the Parish Council has strongly objected to the proposals and that St Mewan School has expressed concerns. He suggested that it would be more beneficial if the current 30 mph limit could be extended down the hill so that it encompasses the St Mewan School junction for the safety of motorists and pedestrians.

Members endorsed Councillor Kneller's suggestion and supported his proposal for an extension of the current 30 mph zone down the hill to the St Mewan School junction.

It was **RESOLVED** to strongly object to the proposal to extend the 40mph limit towards St Austell and suggest to Cornwall Council that the current 30 mph limit should be extended down the hill towards St Mewan School.

CC/19/88) Small Grants Scheme

Councillors Brown and Jones re-iterated their interest and left the meeting

The Deputy Town Clerk introduced the following reports and advised that due to Covid19, not many organisations had applied for grant funding this year and that the funding pot was still relatively healthy with a current spend of £2,260 against a budget of £8,000.

Citizens Advice Cornwall

It was **RESOLVED** to award a grant in the sum of £250 towards the operational costs of the organisation.

Councillors Brown and Jones returned to the meeting

Merlin MS Centre

It was **RESOLVED** to award a grant in the sum of £500 towards the cost of operating a Covid secure environment.

Daisy Duke CIC

It was **RESOLVED** to award a grant in the sum of £500 towards the cost of running a community larder.

Councillor Bull reiterated her interest and left the room

It was **RESOLVED** to award a grant in the sum of £1,000 to assist with the ongoing viability of the centre post Covid19 restrictions.

Councillor Bull returned to the meeting

CC/19/87) Play Equipment/Safety Surfacing

The Clerk outlined four items of play equipment/safety surfacing that needed either replacing or repairing and the cost of each item. He explained that the expenditure could be found from within budget and that the proposals would not affect the budget for the 2021/22 financial year.

During discussion, Members expressed general support for the Town Council to continue investing in the play areas due to their value to the community.

It was **RESOLVED** that the Town Clerk be authorised to procure:

1. the replacement of the seesaw at Chapel Field;
2. the repair of the slide at Thornpark Road Park;
3. the repair of the giro-spiral seesaw at Truro Road Park;
4. the replacement of safety surfacing at Poltair Park.

CC/19/88) Town Centre Funding Opportunities

The Clerk advised that Cornwall Council has received European Funding under the "Re-opening High Streets Fund" from which the Town Council can bid for up to £15,000 for Information Officers to patrol the town centre and procure revised signage. The procurement rules for this funding is strict and the Town Council must be the accountable body for the funding.

It was **RESOLVED** to authorise the Town Clerk to bid for funding from the Re-opening High Street Safely Fund in the sum of £15,000 to support the recruitment of Information Officers and provide additional safety signage.

Councillors Jones and Thompson abstained from voting on this item

Cornwall Council has launched a "Town Centre Revitalisation Fund" (TCRF) and the first phase of grant funding of up to £1 million is being made available for town development activities. This funding is available to towns in allocations of up to £150,000 per town depending on size and need. The grant is intended to fund eligible revenue activities only.

It is a requirement of the funding that the lead applicant and accountable body for the funding must be a Town Council. To be eligible, towns must have a high street with a cluster of 15 or more retailers within 150 metres. Towns are required to have a Town Team or Place Shaping Partnership in place. It is envisaged that the Board for St Austell will include the 5 Cornwall Councillors

and 1 Town Council representative, and the Clerk suggested that the Town Council representative should be the Mayor which would change from time to time. Other representatives will be recruited from the private and voluntary sectors.

During discussion, Members raised the following points:

- The need to look at wayfinding/accessibility in the town centre
- The geography of the funding is the Town Council's area
- The impact of on-line shopping and Covid on town centres
- The possibility that revitalisation of the town might include housing
- The impact of home working on office provision in the town centre

It was **RESOLVED** to note the launch of the Town Centre Revitalisation Fund and support the development of a Town Board to lead on the development proposals to revitalise the town centre.

Councillors Hanlon, Jones and Thompson abstained from voting on this item

It was **FURTHER RESOLVED** to appoint the Mayor to sit on the newly created Town Board.

Councillors Hanlon and Thompson abstained from voting on this item

CC/19/89) Parks and Open Spaces Strategy

The Clerk drew Members' attention to the draft Parks and Open Spaces Strategy and asked for comments on the format and content of the document. He advised that the intention was for more Member involvement but due to Covid, it had become difficult to set up and co-ordinate the required Working Groups.

Members advised that they had several comments on the document and felt that an informal meeting was needed to give it proper consideration. It was also suggested that before the Town Council formally adopted the document it should go through a consultation process.

It was **RESOLVED** that an informal meeting should be arranged to discuss the draft Parks and Open Spaces Strategy.

CC/19/92) Request from Liskeard Town Forum

Members considered Liskeard Town Forum's request and felt that as the Cornwall Council town centre car park in St Austell had been devolved to the Town Council, they could not support this request.

It was **RESOLVED** not to support Liskeard Town Forum with their request to Cornwall Council for free parking throughout December and possibly January.

CC/19/93) Projects Update

The Deputy Town Clerk provided an update on the projects that are currently being worked on.

CCTV

All 20 cameras in and around the town centre are working and one re-deployable camera has been erected in the Bethel area. Cornwall Council has paid for some extra monitoring hours to assist their Environment Team who will be in St Austell and Newquay shortly visiting businesses to check their compliance with Covid19 regulations.

Grass cutting

The grounds maintenance staff carried out five rounds of grass cutting over the summer which is more than anticipated as three months were lost between March and May due to lock down.

Wildflower Planting

The GI4G wildflower planting on the A391 has been completed and should flower again next year. The wildflower sites at Penwinnick Road, Daniels Lane and Trenowah Road have been cut back and should also flower again next year. The Making Spaces for Nature Project has commenced at The Meadows and the proposed works for Cemetery Park should start in January.

Tree Planting/Bedding Plants and Bulbs

2 or 3 more trees have been planted since September with more planned as per the Tree Planting Policy. The winter bedding plants have gone in and an additional 400 bulbs have been planted to compliment the 7,500 that went in last year.

Poltair Café

Tenants operated the café from July to October but due to a lack of footfall it has been closed until the Spring. If the existing tenants do not want to take it on again, a new contractor will have to be found. Whilst it is closed some overheads will be incurred and weekly inspections and testing will be carried out to keep the insurance of the building valid.

Allotments

The Landrew Road allotments have been cleared and the community are being encouraged to help turn this area into a Community Garden. SABEF are leading on this initiative. The Alexandra Road allotments have had a change of tenants recently, which has resulted in one vacant plot.

Public conveniences/car park

Since the fitting of the blue lights the ASB in the toilets has improved considerably. The baby change unit and accessible toilet have been painted and the cleaning contract is working satisfactorily. In order to manage the risks against Covid19, the ladies and gents are still closed.

The car park takings are still down on budget, but it is hoped that they might pick up a bit during the lead up to Christmas.

Youth Services

Young People Cornwall have just tendered for a number of contracts with Cornwall Council, the outcome of which is awaited. The roof of The House has recently been inspected by the grounds maintenance staff which is an annual requirement for insurance purposes.

Eden to Heligan Trail

A large group and smaller working group have been set up to look at improvements predominantly to the trails between Eden and Heligan. The Working Group is due to meet tomorrow to consider the Terms of Reference and a draft Project Plan.

Anti-Social Behaviour

The existing ASB caseworker has been secured in post for St Austell and there will be no cold weather provision in the town this year. Eastbourne Road will remain open until March. There have been a few issues in the town centre recently, although more problems have been reported in other areas of the town and the surrounding villages.

Sophie Hosking visit

Sophie Hosking is coming to St Austell this week to discuss current issues and future plans. Due to Covid number restrictions, the Mayor, Deputy Mayor, Helen Nicholson and the Town Clerk will be the officers/Members in attendance. Notes will be taken and circulated.

Safe Work Stream

The Town Clerk advised that he is part of the Cornwall Council Safe Work Stream and that Cornwall Council has procured Covid Marshalls to advise businesses and the public about safe working practices and social distancing across various towns in December and possibly January. He advised that separate funding had been secured for Information Officers dedicated to St Austell between December and March providing general information and guidance to the public.

CC/19/94) Dates of Next Meeting

It was noted that the next meeting of the Community Committee is scheduled for Monday 1st March 2020

The meeting closed at 7.48pm.

St Austell Town Council



Small Grants Scheme: Summary

A. Introduction

The Town Council's Small Grants Scheme is operated by the Council's Community Committee. The Scheme is open to community organisations based in or working in the Parish of St Austell. Organisations can apply for grants of up to £250 for any project or activity which is for the benefit of residents. The Council's small grants budget for the 2020/21 financial year is £8,000.

The scheme is primarily aimed at community organisations based in or working in the parish of St Austell Town. Organisations from outside of the parish of St Austell Town may only apply if they can demonstrate a significant economic or social benefit to the parish. The Council may award reduced funding levels or, indeed, refuse funding to organisations based outside of the parish.

B. Process

Applicants are required to complete and return a simple grants form. This is then submitted to the appropriate meeting of the Community Committee – either as part of an annual grants meeting (the Council will advertise the arrangements for this meeting in the local press) or, if outside this period, to an ordinary meeting of the Committee (the Committee meets approximately every six weeks). The Committee may invite the applicant to attend the meeting to introduce the application and answer any questions. The Committee will consider each application on its merits. It will notify the applicant of its decision within 10 working days of the meeting and, if the application is approved, will send the applicant a cheque for the appropriate amount.

The Town Council can consider requests for larger grants in exceptional circumstances where it can be demonstrated that more funds are required and the benefit to the local community and/or the local economy would justify a larger award. In such circumstances further information and undertakings or guarantees may be required. Applicants may also be required to produce a report demonstrating value for money before and after the completion of a project.

If you require any assistance to complete the Council's grant application form please either contact the Town Council's office or your local Councillor.

The Council can also help signpost applicants to other relevant sources of funding. Please contact the office if you would like us to suggest other potential sources of funding.

C. Criteria

1. Applicant organisations must be non-profit making, should ideally have a constitution and be able to supply a copy of their constitution.
2. National organisations will not usually be issued with a grant unless it can be demonstrated that the funds will be used in St Austell.
3. Applicant organisations must have a bank account and submit a copy of their most recent bank statement with their application. They may also be asked for a copy of their latest set of accounts.
4. Applications from Churches or religious organisations for funding towards the cost of providing facilities which could be used primarily to support the act of worship will not normally be considered unless they can be demonstrated to provide a broad community benefit unrestricted by religious beliefs or sectarianism.
5. Projects/activities must benefit local residents and/or be of demonstrable benefit to St Austell.
6. Applicant organisations must demonstrate their commitment to equal opportunities and projects/activities must comply with equalities legislation.
7. The Town Council welcomes applications for projects which will make a positive contribution to the climate emergency.
8. The Town Council recognises the impact of Covid on local communities and welcomes projects which seek to improve the quality of life and wellbeing of local residents.
9. Clear arrangements must be in place to manage projects/activities and measure their success.
10. Applications must set out the cost of the project/activity and list other sources of funding sought or secured.
11. Grants will not be awarded retrospectively for any project which has already commenced.

D. Rules for successful applicants

1. Applicants must not change the use of their grant award, without the written permission of the Town Council.

2. Applicants must, on request, send the Town Council a written report on the use of their grant within three months of completing the relevant project and agree to the Town Council publishing details of any grants awarded.

3. Applicants must refer to the support of the Town Council in any publicity they release about their project and agree to the Town Council publicising details of any grants awarded.

4. If applicants provide any false information in their application, this may lead to the withdrawal of the grant offered.

5. Persons signing the application form are required to make a personal guarantee that, should any grant offered not be used in accordance with the terms and conditions set by the Town Council, they will repay the outstanding amount to the Town Council on demand.

6. Only one application per organisation will be considered each year unless there are extenuating circumstances.

7. Organisations may be asked as a condition of the grant to complete a feedback form demonstrating how the Council's funding was used and the benefits derived.

E. Further information

For further information, including grants application forms, please contact:

Sara Gwilliams
Deputy Town Clerk
St Austell Town Council
Stable Block
Pondhu House
St Austell
Cornwall PL25 5DP

Phone: 01726 829859

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

March 2021

ST AUSTELL TOWN COUNCIL

COMMUNITY COMMITTEE – 1st MARCH 2021

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 15th May 2017.

3. RESOURCE ISSUES

The Council has earmarked the sum of £8,000 for the small grants scheme in the 2020/21 financial year. To date £5,075 has been awarded leaving a balance of £2,925.

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. 4FS Youth Dance

A request has been received from 4FS Youth Dance for funding towards Zoom lessons/activities to help keep young people active, connected and motivated during the lockdown.

2. C4 Studios CIC

A request has been received from C4 Studios CIC for funding towards equipment for children's multi skill clubs.

3. Gover Green Space CIC

A request has been received from Gover Green Space CIC for funding towards the creation of a dementia garden.

SARA GWILLIAMS
DEPUTY TOWN CLERK

Communication of thanks received:

- Treverbyn Community Trust
- St Austell Arts Centre

St Austell Town Council



Small Grants Scheme

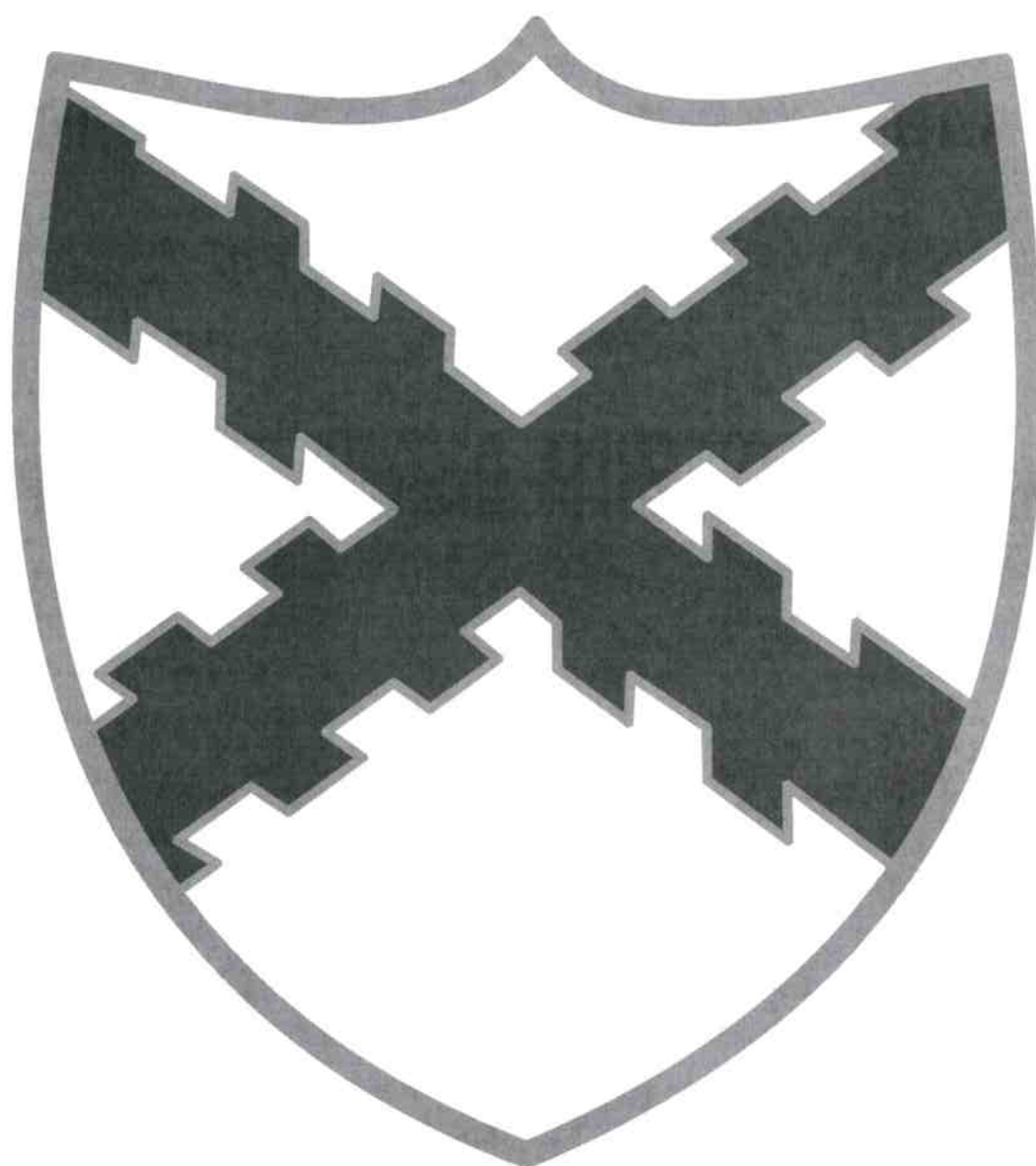
Application Form

PART B

1. Your organisation

Name of Organisation	4FS Youth Dance/ Studio 4
Charity/company number (if applicable)	Charity No: 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>To offer accessible, high quality dance opportunities for young people in Cornwall. Working closely with Young people and their families in the St Austell Catchment area promoting health and well -being, boosting confidence and self -esteem and allowing ALL young people to have the opportunity to be creative!</p> <p>We are now doing all of this virtually due to Covid 19, it is imperative to us that we keep the young people and families we work with engaged during this time for their mental health and wellbeing along with keeping them active and positive. As we are now in lockdown 3, we really wanted to look after everyone's mental health and well being and continue to keep them active and connected.</p>
<p>Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)</p>	<p>Our practice adheres to equal opportunity standards and we ensure we operate a fully inclusive programme and if we highlight any barriers that prevent young people from participating, we ensure to try and overcome these</p>

2. Purpose for which the grant is sought

<p>Project title:</p>	<p>Making Connections</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>We are a local dance company offering dance opportunities to young people in some of the most deprived areas in the St Austell/China Clay area and wider. Many of the young people we work with are socially isolated and some have additional needs. Another lockdown increases their anxiety and sense of isolation. We are looking for funding in order to keep these young people and their families engaged in positive dance-based activities/sessions, stay in contact with their friends and to support their physical health and their mental and emotional health. The funding would support (zoom lessons/ activities, the wellbeing activity packs, support packs, specialist Youth work support, providing a support network etc). We also want to have support in place for when restrictions are lifted.</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>We aim to support all 60 dancers and their families during this lockdown and after, along with more support for our parents/ carers who are really struggling with the impact of another lockdown.</p> <p>The project will ensure we are keeping families from the St Austell area and beyond, active, connected, and motivated and most importantly looking after their mental health and well-being.</p> <p>Just having something positive and someone there will make a huge difference for these families. During our online sessions we will work towards a show with the dancers and their families that we will hopefully present before the year finishes and when Covid restrictions finish. It will go ahead virtually if needed. This will give our dancers and families something to look forward to and work towards.</p> <p>We are applying to yourselves the community chest grant to support this project.</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>All our staff and volunteers adhere to our Safeguarding policy, please see attached. All of our staff and volunteers are DBS checked; first aid trained and adheres to health and safety policies.</p>

3. Finance

<p>What is the total cost of the project?</p>	<p>£800</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: a) When b) Amount received</p>	<p>We have received funding from you in the past to support our Platform and summer intensive and also dance workshops.</p>

c) For what purpose	
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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)
Community Chest	500	A	
Own fundraising	50		G

4. Further information enclosed

Information	Enclosed (please tick)
A copy of your organisation's most recent bank statement(s) (mandatory)	
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)	

5. Publicity

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

We will publicise through our social media outlets, through our newsletter for parents via email. Word of mouth and phone calls to our parents/families.

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

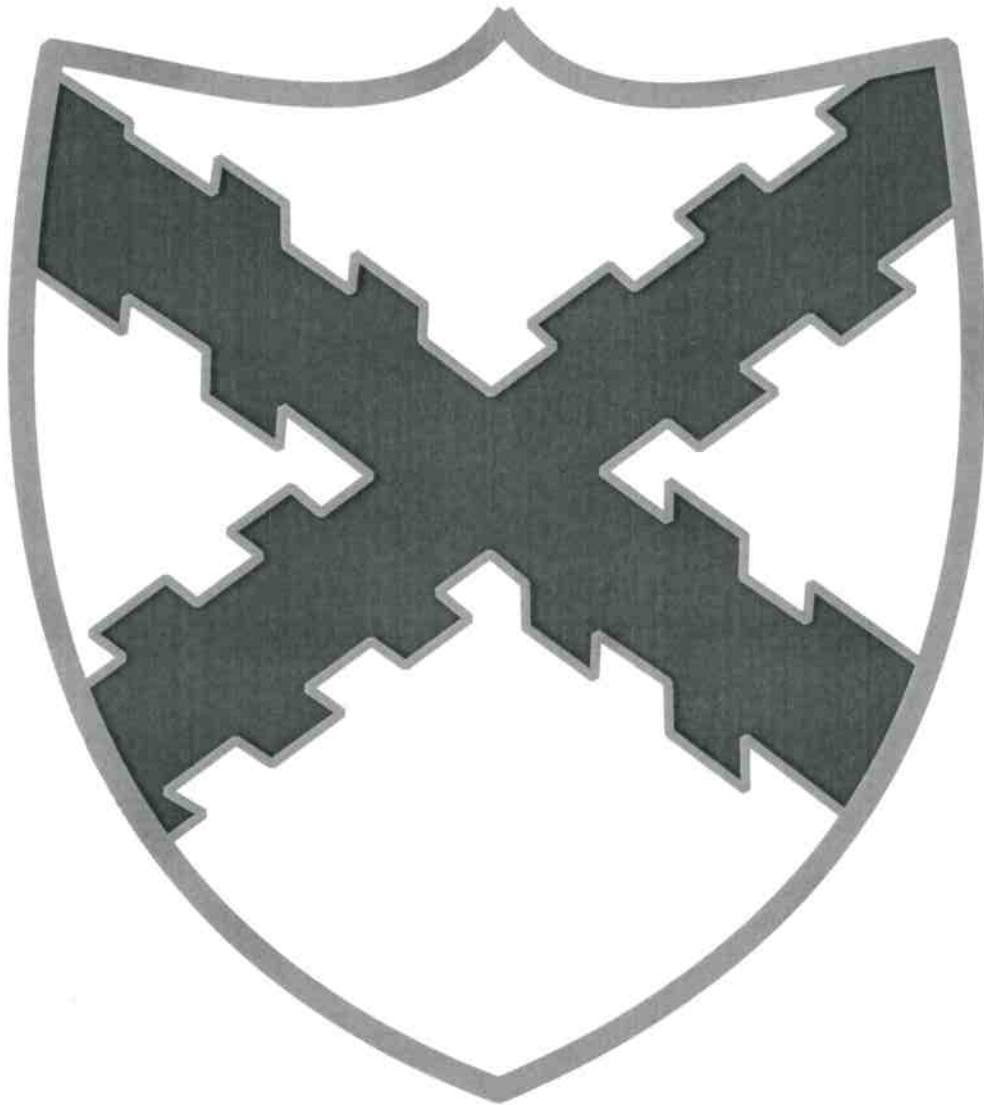
Application Form

PART B

1. Your organisation

Name of Organisation	C4 Studios CIC
Charity/company number (if applicable)	Charity No: Company No: 09957316
Are there any Members of St Austell Town Council on your Committee? (if so, please list them)	
What are the aims and objectives of your organisation?	C4 Studios provides a safe and welcoming venue for the community to take part in various activities that help improve physical and mental health and tackle loneliness
Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)	

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2. Purpose for which the grant is sought

Project title:	Equipment for Childrens Multiskill Clubs
Description of project (please continue on a separate sheet if necessary):	Last year we received funding from Sport England to create a outdoor Multiskills area at our venue. This is to provide weekly activities and holiday clubs for children in our community. Some as regular paying clubs and others funded by Sport England working with more vulnerable children. Due to Covid our CIC has no funds left to purchase any equipment for these clubs. We need Basketball nets, football goals, footballs, soft tennis equipment. Safety and sanitizing equipment. This amounts to £745 we have received £450 from community chest and need to raise the remainder.
How would this grant be of benefit to the community in St Austell? (please continue on a separate sheet if necessary):	This grant would allow C4 to run a good variety of multiskil activities for children in St Austell. . It will encourage children to exercise, socialise and build up self esteem after lockdown. These kind of activities and clubs will be very much needed after lockdown and Active Cornwall are looking for us to run lots of these activities over the summer to help get children out and socialising and active again.
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).	C4 Studios has a safeguarding policy in place and all staff have safeguarding checks and training

3. Finance

What is the total cost of the project?	£745
Amount of grant applied for (Up to £250) *	£250

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	

* 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)
Community chest	745	X	X £450 received

4. Further information enclosed

Information	Enclosed (please tick)
A copy of your organisation's most recent bank statement(s) (mandatory)	X
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)	X

5. Publicity

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

We will publicise the grant via social media, at the studio and local media

Please return your completed form to:

Sara Gwilliams
Deputy Town Clerk

The Stable Block
Fordhu 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	GOVER GREEN SPACE CIC
Charity/company number (if applicable)	Charity No: Company No: 13010791
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?	To help people get through Covid 19 and disadvantaged vulnerable isolated others in the community to be included and connect through our green space and activities

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<p>Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)</p>	<p>policies enclosed</p>
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2. Purpose for which the grant is sought

<p>Project title:</p>	<p>GOVER GREEN SPACE</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>Provide a dementia garden and safe woodland walk access for NHS clients and others and carers (St Austell Health Care Social Prescribing Officer Hayley Burgoyne). To have safe user friendly pathways, signage and facilities and sensory aids to stimulate memory eg through a range of different materials and surfaces, a small aviary for sound and movement (bird song) connecting users to nature and their environment which positively promotes good mental health and wellbeing, fulfilling people and empowering them so that they can feel well and sense they belong and are worthwhile. We all know that to change a life is to make a real change for someone.</p> <p>There will be planting and hard landscaping in areas in line with Dementia UK guidelines, also sensory equipment, and colour fencing, pergolas etc, scented flowers and shrubs in the planting scheme, for vision, taste (herbs) and smell stimulating memory and enabling users to relax, (seating) remember and reflect as they enjoy the experience of our safe and friendly green space. We will be providing seating, a water feature to add the dimension of sound to the garden, tables and gentle Dementia music in a sheltered area.</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>This garden will also directly benefit those walking for health, led by Hayley Burgoyne, the elderly and less mobile in the community, families caring for members suffering from illnesses or post chemotherapy treatments, those with depression as a result of the Pandemic, job loss, poverty, particularly the young and other adults suffering loss in some way and poor esteem and mental health.</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).	NHS staff, other trained professionals and parents will be responsible for this as we will not be directly working with children and young people, eg St Austell college students being supported through Covid for mental health and wellbeing difficulties by tutors Sarah Drew and colleagues) use the space under supervision.
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3. Finance

What is the total cost of the project?	£750
Amount of grant applied for (Up to £250) *	£250
Have you previously received a grant from St Austell Town Council?	Yes/No
If "Yes" please indicate: a) When b) Amount received c) For what purpose	

no

* 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)
Treverbyn Community Fund	£1,000	X	
National Lottery	£10,000		X

4. Further information enclosed

Information	Enclosed (please tick)
A copy of your organisation's most recent bank statement(s) (mandatory)	X
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.

Signage in the garden
Social media.

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

18 February 2021

To whom it may concern

Re: Support for Gover Green Space

I am writing to show my support for the Gover Green Space application.

I am the Head of Social Prescribing for St Austell Healthcare .We have been running a successful social prescribing service for the last four and a half years. Social prescribing is a way of linking people to sources of appropriate, non-clinical support and activities in the local community with the aim of improving their health and wellbeing. It is vitally important for us to have a wide range of activities to refer patients to as social prescribing is not a one size fits all approach – it is bespoke for the individual. We run a successful health walk scheme and are very keen to work with Gover Green Space to start some new walking groups. We are also aware of the gaps in provision for other nature based activities so would be very excited if Gover Green space was able to provide these types of activities for our patients as we know how beneficial nature based activities are for physical and mental wellbeing.

Any grants given will help ensure that these activities can be started and can be provided at a level that is affordable to the local population.

I wish Gover Green Space the very best of luck with their application.

Please do not hesitate to contact me if you have any queries.

Yours sincerely



Hayley

Hayley Burgoyne
Head of Social Prescribing
St Austell Healthcare
Email: hayleyburgoyne@nhs.net
Phone: 01726 626844

ST AUSTELL TOWN COUNCIL

COMMUNITY COMMITTEE – 1st MARCH 2021

DRAFT PARKS AND OPEN SPACES STRATEGY

1. PURPOSE OF REPORT

To review a further draft of the Town Council's Parks and Open Spaces Strategy and consider options for consultation.

2. LEGAL AND RISK MANAGEMENT ISSUES

The Council has the legal power to own and manage parks and open spaces and as a result of ownership has all of the responsibilities associated with land ownership. Regular inspection regimes exist and programmes of maintenance help to keep parks attractive and safe.

3. RESOURCE ISSUES

The Council has a grounds maintenance team of 5.78FTE experienced staff and is in the process of employing 2 apprentices. The budget for parks and open spaces is approximately £340,000 per annum.

4. EQUALITIES ISSUES

The Council is an equal opportunities employer and is committed to improving the accessibility of its key parks and open spaces.

5. ENVIRONMENTAL ISSUES

This strategy reflects the fact that the Council has declared a climate emergency and seeks within the Council's limited resources to enhance the biodiversity and carbon sequestration value of its land holdings while offering safe attractive community facilities with positive health and wellbeing benefits for users.

6. RECOMMENDATIONS

It is recommended that Members approve the latest draft for consultation purposes and authorise a social media and website

consultation exercise to run during the first three weeks of March.

Background

Over a period of several months Members have discussed various aspects of the management and maintenance of the parks and open spaces in St Austell as part of the development of the Parks and Open Spaces Strategy. A survey of park users was undertaken in 2019 and helped to shape aspects of the strategy.

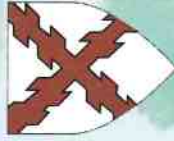
As a result of these discussions, improvements have already been made to the grass cutting arrangements, tree planting, play areas and the management of parks and open spaces generally. These have included significant improvements to the biodiversity of many areas, wildflower meadows, a community garden and the planting of many extra trees.

The draft strategy documents have been amended on a number of occasions to reflect the comments and suggestions received from Members and staff and are reproduced and will be sent to Members in PDF form separately. Your officers believe that these are now ready for consultation.

Members are asked to approve this version and authorise a consultation exercise utilising social media, the Council's website and a press release during the first three weeks of March.

DAVID POOLEY
TOWN CLERK

St Austell Town Council



Climate Emergency Action Plan 2020 – 2022

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Implement new in-house waste management function.	Town Clerk Deputy Town Clerk Operations Manager Finance and General Purposes Committee	March 2020	New arrangements implemented utilising existing staff.	Yes
Explore the potential to purchase energy from renewable sources for Priory Toilets, Poltair Park and town centre electric point.	Town Clerk Finance and General Purposes Committee	April 2020	Green energy contracts adopted on three sites.	Priory Toilets/Town centre electrical points and street lights completed.
Develop a tree planting programme to compliment the Forest for Cornwall	Operations Manager Council	April 2020	Tree planting policy approved and tree planting commenced.	

Action	Responsible Officer / Committee	Deadline	Progress	Complete
Installation of a polytunnel to allow the re-cycling of plants and growing on of trees/shrubs and creation of a tree nursery.	Operations Manager Community Committee	December 2020	Town Council approval obtained. Awaiting listed building consent from Cornwall Council.	
Consider turning an allotment into a community garden	Operations Manager Community Committee	December 2020/ongoing	Landrew Road identified and site cleared. Volunteers being recruited through Edible St Austell and Town Council allotment waiting list. Formal lease arrangement to be considered with Edible St Austell.	
Replacement of external lights at The Stable Block with low energy LED lights	Operations Manager Community Committee	February 2021		Complete.
Installation of rainwater harvesting facility at Alexandra Road allotments	Operations Manager Community Committee	February 2021	Work commenced.	

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Establish a small grants scheme for community climate change initiatives or amend existing scheme.	Deputy Town Clerk Community Committee	February 2021	Grant criteria reviewed to encourage climate emergency projects.	
Review horticulture service/employ a horticultural apprentice dependent on workloads.	Town Clerk/Deputy Town Clerk/ Operations Manager Council	February 2021	Council approved appointment of 2 apprentices from January 2021. Recruitment of 2 Apprentices, start date deferred until February 2021.	
Trial of a foam based weed solution in the Town Council's parks and car park.	Operations Manager Community Committee	Spring 2021	Deferred due to further lockdown restrictions. Trial re-arranged for Spring 2021.	
Engage with GI4G to maximise improvements in biodiversity through "making space for nature"	Town Clerk/Operations Manager Community Committee	March 2021	A391 scheme complete. The Meadows Scheme substantially complete. Cemetery Park project nearing completion.	Largely complete

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Consider and design appropriate governance arrangements for St Austell Town Council Climate Change activity	Town Clerk Deputy Town Clerk Climate and Environment Committee/Full Council	March 2021	Climate & Environment Committee to be reviewed at full Council meeting in March.	
Development of a Parks and Open Spaces Strategy	Town Clerk/Operations Manager Community Committee	March 2021	Final draft to be considered by the Community Committee in March.	
Develop Environmental Policy based on good practice identified by Cornwall Council.	Deputy Town Clerk Community Committee	April 2021	First draft to be considered by Community Committee at a meeting in March.	
Enter one or more parks in the South West in Bloom Prize in Parks competition	Operations Manager/Deputy Town Clerk Community Committee	May 2021	Awaiting guidance from SWIB as to whether competition will go ahead.	

Action	Responsible Officer / Committee	Deadline	Progress	Complete
Install re-cycling bins	Operations Manager Finance & General Purposes Committee	June 2021	Poltair Park/Poltair Park café identified as a suitable trial site subject to the café being able to operate successfully.	
Assist Community Groups to enter SWIB In Your Neighbourhoods	Deputy Town Clerk Community Committee	June 2021	Awaiting guidance from South West in Bloom as to whether the Its Your Neighbourhood competition will go ahead.	
Assist the St Austell BID with SWIB BID entry	Operations Manager Deputy Town Clerk Community Committee	June 2021	Planting undertaken but awaiting guidance as to whether competition will go ahead.	
Encourage the Town Heritage scheme to deliver a bottle refill facility at the church fountain	Town Clerk Community Committee	June 2021	Contract in the process of being let.	
Lobby Government and Cornwall Council to introduce subsidised retrofit programmes for housing in deprived areas	Town Clerk Council	June 2021		

Action	Responsible Officer / Committee	Deadline	Progress	Complete
Improve planting in Bethel Park.	Operations Manager Council	June 2021	SABEF considering a small scale planting scheme.	
Lobby for improvements to public transport and more flexible hopper/community bus service	Town Clerk Council	June 2021		
Review management and ownership of Gover Woods	Town Clerk Finance & General Purposes Committee	September 2021	Considered by Council – decision deferred.	
Explore the potential to purchase energy from renewable sources as existing contracts end for the library	Town Clerk Finance & General Purposes Committee	September 2021	Contract ends September 2022	
When normal meetings resume, explore ways to reduce paper production.	Town Clerk Council	September 2021	A trial undertaken prior to Covid where 10 Councillors agreed not to receive paper copies of agendas. Will review again with the new Council in May 2021.	

Action	Responsible Officer / Committee	Deadline	Progress	Complete
Review composting arrangements and explore the potential to develop own compost.	Operations Manager Community Committee	Autumn 2021	Orchard Car Park identified as a potential site to create formal composting bays.	
Explore carbon accounting for Town Council activities.	Town Clerk Climate & Environment Committee	December 2021	Potential solution identified. Insufficient resource currently to complete project.	
Investigate and consider installing electric charging point(s) in Priory Car Park	Town Clerk Operations Manager Finance & General Purposes Committee	February 2022	Costs excessive – interest logged with Cornwall Council to be part of larger project. Awaiting contact from Cornwall Council.	
Explore potential for a cycling facility at The Meadows	Operations Manager Community Committee	February 2022	Project deferred due to budget cuts and limited grant funding.	
Explore potential for energy from green waste.	Town Clerk/Operations Manager Climate & Environment Committee	December 2022	Awaiting viable option.	

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Develop an improvement to the Clay Trails and Eden to Heligan Leisure Trail to encourage walking and cycling for visitors and local people in conjunction with Cornwall Council and neighbouring Parish Councils.	Town Clerk Council	May 2023	Clay Trail Working Group set up to identify improvement required. Town Centre Revitalisation Partnership set up to develop town centre and wider St Austell initiatives.	
Consider suitable buildings for photovoltaic panels and explore viability	Town Clerk Finance and General Purposes Committee	May 2023	Priory Car Park Toilets identified. Suitability to be determined. Project deferred due to budget cuts.	
Consider how best to engage with the town's residents to raise awareness of climate change issues.	Town Clerk Community Committee	Ongoing	2 x public engagement events 8.11.19 and 9.11.19. Community Network Panel discussed Climate Change at meeting on 28.11.19. Social media updated from time to time. Further face to face engagement to be considered after lockdown restrictions have been lifted.	

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Investigate the potential to create a cycle hub(s) in St Austell utilising hire bikes including electric bikes and scooters	Town Clerk Council	May 2023	Exploratory discussions commenced and potential partners and funding being identified	
Enhancement of current wildflower areas	Operations Manager Community Committee	Ongoing	In discussions with SABEF and other stakeholders to share best practice.	
Installation of new wildflower areas	Operations Manager Community Committee	Ongoing	In discussions with SABEF and other stakeholders to share best practice. Woodland Close Park next area to be planted.	
Identify opportunities for green/climate emergency projects through the Town Revitalisation Partnership	Town Clerk Council	Ongoing	Partnership formed January 2021.	
Follow a buy local policy to support local businesses and reduce miles travelled by goods	All officers Council	Ongoing	Unless mitigating factors prevail, local suppliers are used.	

Action	Responsible Officer/Committee	Deadline	Progress	Complete
Provision for re-cycling	Deputy Town Clerk Council	Ongoing	Contract held with Biffa. Recycling of cardboard and plastics on a fortnightly basis for both the office and library.	
To keep grass cutting, wildflower and tree planting policies under review to support pollinators and carbon sequestration.	Operations Manager Community Committee	Ongoing	Parks and Open Spaces Strategy nearing completion. Environmental Policy drafted.	
Climate Emergency communication activity	Deputy Town Clerk Community Committee	Ongoing	Subscribed to the Centre for Sustainable Energy www.cse.org.uk and their campaign material which is posted on the Town Council's Facebook page monthly. Town Council newsletter published biannually.	