

St Austell Town Council



To: All Councillors
From: David Pooley, Town Clerk
Date: 2nd July 2026

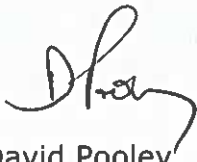
Community Committee
Monday 6th July 2026

Reports to Follow

Please find attached the following reports for your consideration on Monday evening:

Agenda Item 9 – Small Grants Scheme

1. St Austell Sea Cadets
2. St Austell Canoe Club



David Pooley
Town Clerk

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NB:

Please note the St Austell Canoe Club grant application form came in just after the agenda went out and is therefore not an agenda item. As there was already an application "to follow", I have taken the opportunity to submit this application to Members too.

Members can decide on Monday evening if they are happy for it to be considered or wait until the next meeting.

St Austell Town Council



Small Grants Scheme

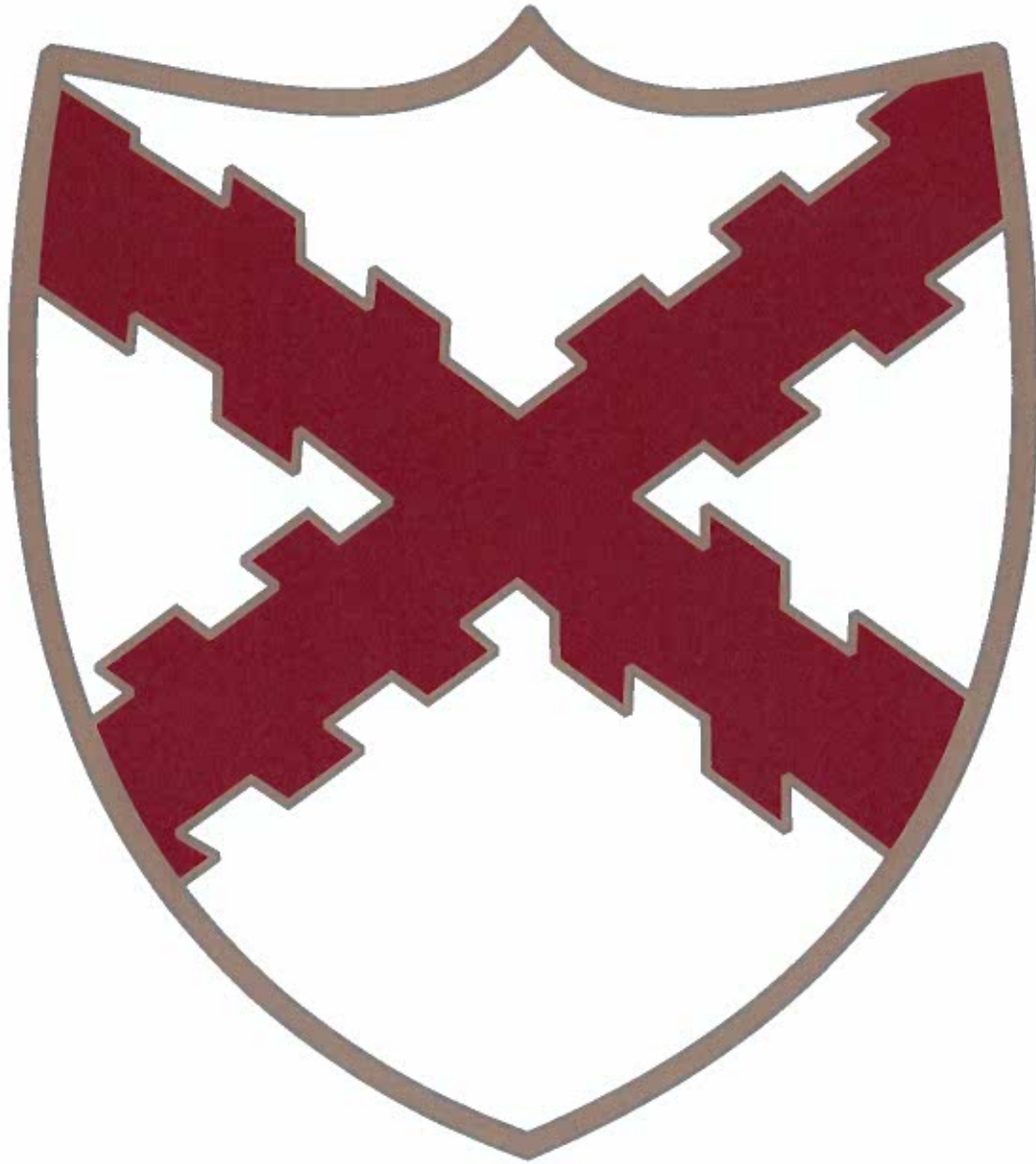
Application Form

PART B

1. Your organisation

Name of Organisation	St Austell Sea Cadets
Charity/company number (if applicable)	Charity No: 272037 Company No:
Are there any Members of St Austell Town Council on your Committee? (if so, please list them)	Colin Hamilton

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<p>What are the aims and objectives of your organisation?</p>	<ul style="list-style-type: none"> • To provide young people with opportunities to develop confidence, self-discipline, and resilience through a structured nautical-based programme. • To encourage teamwork, leadership, and personal responsibility in a safe and supportive environment. • To promote respect, integrity, and good citizenship while helping cadets become active members of their local community. • To introduce cadets to maritime skills, adventure training, and water-based activities that build practical knowledge and confidence. • To inspire young people to achieve their full potential through challenging activities, qualifications, and personal development. • To foster friendship, inclusivity, and mutual respect, ensuring every cadet has the opportunity to learn, grow, and succeed. • To support cadets in developing valuable life skills that benefit them in education, employment, and everyday life. <p>These are broadly aligned with the aims and values of the wider Sea Cadets while being suitable for use by the St Austell unit</p>
<p>Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)</p>	<p>I enclose policies relevant to this</p>

2. Purpose for which the grant is sought

<p>Project title:</p>	<p>Tow bar and Trailer</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>Adding a towbar to our (new to us) minibus and supporting trailer to be serviced to carry boats and enable travel of boats and cadets to boating activities.</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>Adding a towbar to our minibus and servicing our trailer will significantly increase opportunities for young people in the St Austell community to take part in safe, affordable boating activities.</p> <p>The upgraded vehicle and trailer will enable us to transport boats, equipment and participants to a wider range of training sessions, competitions and community events across Cornwall. This removes one of the main barriers to participation—transport—allowing more local young people, including those who may not otherwise have access to these opportunities, to get involved.</p> <p>Our activities help develop confidence, teamwork, resilience, leadership and water safety skills while encouraging healthy, active lifestyles. By improving our transport capability, we can increase the number of outings we offer, support the recruitment and retention of members, and make our programme more accessible to families across the St Austell area. The investment will provide long-term benefits to the community by enabling us to continue delivering high-quality activities for local young people, supporting their personal development and strengthening community connections through volunteering, outdoor recreation and participation in local events.</p>
<p>What arrangements do you have in place to ensure safeguarding of children and young people (applicable only if your project involves</p>	<p>I attach our safeguarding policy.</p>

working with this client group).	
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3. Finance

What is the total cost of the project?	£500.00
Amount of grant applied for (Up to £250) *	£500.00
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	£1500, support to replacement minibus. January 2026(TBC)

* 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)

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)	✓
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 share on social media and use Town council logo on this, happy to have a town council logo on the rear of the minibus.
Press release.

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

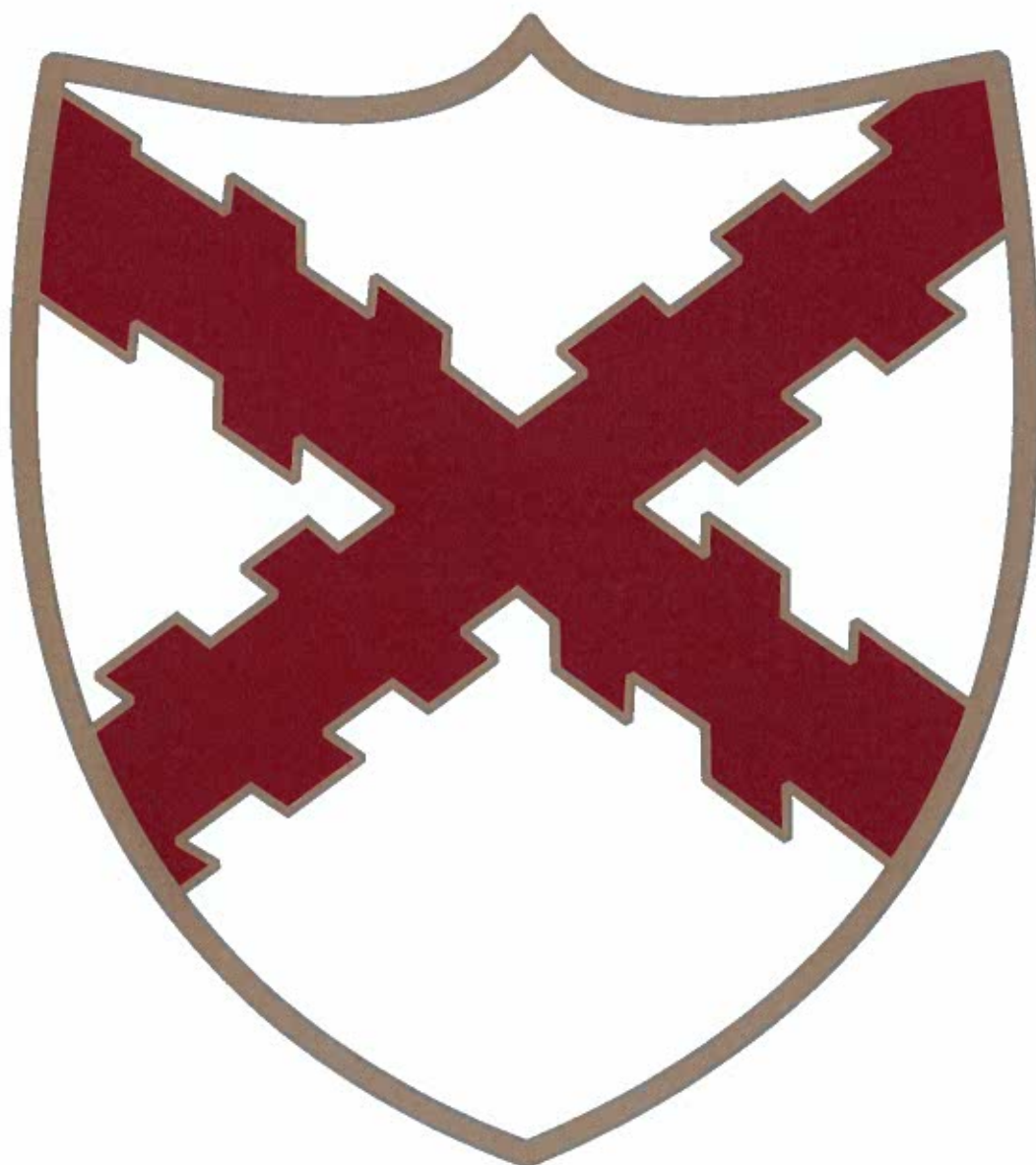
Application Form

PART B

1. Your organisation

Name of Organisation	St Austell Canoe Club
Charity/company number (if applicable)	Charity No: N/A Company No: N/A St Austell Canoe Club is a volunteer run community group affiliated to <i>Paddle England</i>
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>The aims and objectives stated in St Austell Canoe Club's constitution are as follows:</p> <ul style="list-style-type: none"> • Promote and provide facilities for the sport and recreation of canoeing • Provide coaching and competitive or recreational opportunities • Promote and provide facilities for canoeing • Ensure a duty of care to all members of the club <p>The Club is affiliated to <i>Paddle England</i>, the national governing body for paddlesport, and has achieved <i>Club Mark</i>. It is a very vibrant club that continually seeks to develop the skills of existing members whilst also actively encouraging complete novices to 'have a go' – something we promote with no commitment to join. The club recognises that in order to achieve these aims it is important to provide a safe, friendly and fun environment to enjoy paddling. This includes having a team of dedicated and <i>Paddle England</i> qualified coaches (all volunteers) as well as having the necessary policies, procedures and safety requirements. In addition, this is all within the context of a well organised club structure with a professional attitude to its governance and safety arrangements, which is demonstrated and recognised by the achievement of <i>Club Mark</i> status.</p>
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Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)

St Austell Canoe Club Equality Policy

The club has an *Equality Policy*, which outlines its full commitment to equal opportunities. Key extracts include:

Equality Policy Statement

The Club is fully committed to the principles of equality of opportunity and aims to ensure that everyone has a genuine and equal opportunity to participate in Paddlesport at all levels and in all roles of the sport, irrespective of age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. In addition, the Club will endeavour to ensure that all are given the same opportunities regardless of their socio-economic background. This includes members, volunteers, participants, supporters, coaches, officials, job applicants and employees (together known as Stakeholders).

The Club recognises that unlawful discrimination is unacceptable and will not tolerate direct or indirect discrimination, whether intentional or unintentional.

The Club will take, or support, positive action to eliminate individual and institutional discrimination:

- *The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport.*
- *The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, victimisation, harassment and abuse.*
- *All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity and the club's management committee is responsible for implementing, maintaining and dealing with any breaches of this policy.*
- *The Club regards any incidence of discriminatory behaviour as serious misconduct and will deal with this according to club disciplinary procedures.*

A full copy of the policy is included with the application.

Specific Initiatives

The club charges a very affordable membership fee, being conscious of the desire to be fully inclusive. This is set to balance financial sustainability against the aim of encouraging an open membership. A further example is the *Family Membership* option, which provides discounted rates for families.

All income goes towards items such as rental for the storage of the club boats; insurance; a rolling programme to purchase new boats, paddles, spray decks and safety equipment (e.g. buoyancy aids, flares, radios etc.); and assisting the volunteer coaches to remain suitably qualified (not only to provide quality coaching to the members but also meet the mandatory standards for our affiliation to *Paddle England* and insurance requirements) .

The Club has a dedicated committee, who in common with all other members, give their time freely on an unpaid voluntary basis. The committee includes representation from a cross section of gender and age demographics.

2. Purpose for which the grant is sought

<p>Project title:</p>	<p>St Austell Canoe Club – Accessible Safe Storage</p>
<p>Description of project (please continue on a separate sheet if necessary):</p>	<p>St Austell Canoe Club has a modest storage building, with two rooms in a field near Porthpean Beach (the Club's home venue), which it rents of Porthpean Sailing Club. This is a long-term arrangement, which dates back to the 1980s. These rooms are dedicated storage facilities for the club's kayaks, which it makes available for club members (particularly new ones, as most established members have their own) to use on both official Club Nights and organised Club Trips through the year, along with other associated kit.</p> <p>The project for which we are seeking funding is a new bespoke rack for these kayaks in one of the rooms (Room 2), because it is no longer fit for purpose and does not meet the current safety standards that we aspire to achieve. The other room (Room 1) has already had new racks installed at the club's own expense. This represents a significant investment for our club, outside of the usual annual expenditure, which will have long lasting benefits for years to come. To help visualise the project some photos have been included with the application.</p> <p>The new rack will have multiple benefits, it will optimise the space to ensure the full capacity of the room is used effectively; it will make storage safer by having a better design; it will be designed in such a way as to make accessing the boats easier and safer for individuals (particularly important as boats can be heavy and so manual handling is taken very seriously).</p> <p>It will complement various other proactive initiatives that the Club is taking to continually boost inclusivity, such as the purchase of additional sets of high-quality kayaking wheels to assist members to transport the kayaks up and down the steep slope at Porthpean Beach on club evenings.</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>Club Members St Austell Canoe Club is comprised of an active collection of members who meet regularly to go paddling and develop skills. We are a friendly group, who welcome both new and experienced paddlers to the club. There is a committee that is elected annually at the AGM and provides a structure for the club to operate within.</p> <p>It is affiliated to <i>Paddle England</i>, the national governing body for paddlesport, and has achieved <i>Club Mark</i> status. This award demonstrates a high level of commitment to young people, along with the provision of safe, high-quality activities and coaching programmes. We have a number of <i>Paddle England</i> accredited coaches who can teach the skills required to achieve the various <i>Paddle England</i> awards. Everybody within the club</p>

gives their time freely on an unpaid voluntary basis.

In the summer months, Porthpean Beach is the venue for our weekly evening paddle sessions, all led by our team of qualified coaches. The club owns a number of kayaks plus associated kit (e.g. paddles, spray decks, buoyancy aids etc) available for use by existing and prospective members. These provide the opportunity for an enjoyable paddle, along with specific training objectives, and are led by our team of coaches.

New members that join St Austell Canoe Club, benefit from, a free 2-week trial, with all equipment provided at no cost; training and support provided by our team of *Paddle England* qualified coaches; a range of boats and equipment available for them to use; club paddles every Thursday evening at Porthpean throughout the summer (as well as optional weekend trips with other club members as their skills progress).

During the winter when it's too dark to paddle in the evening, we use a local indoor pool. Pool sessions allow the development of some skills in a warmer environment. It is also the best place to learn to roll a kayak. We have found that in addition to existing club member's polishing up their skills, these sessions have proven particularly popular for new people interested in kayaking, who after attending then go on to become full members of the club.

The coastline of Cornwall is made up of stunning cliffs, golden beaches, historic ports and harbours, plus amazing wildlife. A sea kayak offers a unique opportunity to explore all this in a safe way within the club environment. Providing people with the correct skills (e.g. paddling, navigation, rescues etc) and information to keep them safe (e.g. importance of always wearing buoyancy aids, correct clothing for changing weather conditions etc), has a wider community benefit with more people better informed about their own safety in a coastal environment.

Wider Community

In addition to providing opportunities for members the club also offers support to a number of other community-based groups, such as providing kayak safety cover at local regattas for their swim events, raft races etc (e.g. Charlestown, Fowey). Also bespoke coaching sessions have previously been provided for uniformed groups like the Brownies and Scouts. The Club is always keen to support other local and national initiatives where they benefit the local community, which has included assisting various 'beach cleans' by going to more remote areas (e.g. Silvermines) that are inaccessible by foot.

What arrangements do you have in place to ensure safeguarding of

The Club is affiliated to *Paddle England*, the national governing body for paddlesport, and has achieved *Club Mark* status. The *Club Mark Award* demonstrates a high level of commitment to

<p>children and young people (applicable only if your project involves working with this client group).</p>	<p>young people, along with the provision of safe, high-quality activities and coaching programmes.</p> <p>The Club has a <i>Child Protection & Harassment Policy</i>, and all of the committee have awareness of safeguarding procedures. There is a dedicated Welfare/Child Protection Officer, who has fully trained for the role to cover any safeguarding issues and brings a wealth of experience, being a former senior teacher by profession.</p> <p>A copy of this policy is available on the Club's website: https://staustellcanoecclub.org.uk/downloads/Child_Protection_A nd_Harassment_Policy.pdf</p>
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3. Finance

<p>What is the total cost of the project?</p>	<p>£846.61</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>No</p>
<p>If "Yes" please indicate:</p> <p>a) When b) Amount received c) For what purpose</p>	

* 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)
No recent funding applications since Covid.			

The Club over the years, since its inception in 1973, has been largely self sufficient through membership fees and other fundraising activities (e.g. occasionally obtaining small donations for providing kayaking support to various local regatta swims, raft races etc), because the overheads were relatively small. Over the years these were

supplemented on occasions by applications to different funders for small grants to help with some specific items that need regular renewal (e.g. the coaches' qualifications, safety equipment, advances in more modern/acceptable kit etc). Successful bids included; 2013 (Canoe England); 2014 (Cornwall Council Councillors Community Chest); and 2018 (CCF's Manor Solar Farm Fund).

Since the pandemic, like many other community groups, our costs have seen a significant increase. This includes, rent for the field that houses our storage facility, insurances, mandatory affiliation and coach training, safety equipment etc. As a result, the Club has taken a pro-active approach to ensuring it remains a sustainable, yet affordable club, by seeking to attract additional external funding in addition to its own fundraising efforts, which means that whilst this is the first current application it will not be the last if other suitable opportunities are identified.

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.

The Club would be delighted to invite members of St Austell Town Council to attend a Thursday club evening and experience a paddle on the water under the guidance of our experienced coaches. In addition to hopefully giving the Councillors a first-hand view of the Club's activities it will also afford a mutually beneficial publicity opportunity.

We have a website ([St Austell Canoe Club](#)) and social media pages, so would be very happy to promote any grant receipt on these platforms.

Also working with the Town Council to agree a suitable design, a plaque detailing any grant award could be installed in our club house. A mocked up illustrative example is included with the bid. *(NB. we know the logos are not correct, this is just to highlight the type of plaque that could be erected).*