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To: - Members of the Youth Strategy Working Party Councillors A Beaumont, C Brennan, M Burton, A Halliday and A Wait (substitute Cllr D Brassington)

c.c. All other Town Councillors.

Dear Councillor,

You are requested to attend a meeting of the **YOUTH STRATEGY WORKING PARTY** to be held in MakeSpace, 2 Riverside Square on **THURSDAY 7TH NOVEMBER 2024 at 2.00 P.M.**

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Dawn", enclosed in a simple oval scribble.

Dawn Drury
Town Clerk

31st October 2024

EMERGENCY EVACUATION PROCEDURE

Procedures will be presented at the start of the meeting.
Arrangements are in place for the safe evacuation of disabled people.

THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014)).

AGENDA

1. APOLOGIES FOR ABSENCE

RECOMMENDED:

To receive and note Apologies for Absence.

2. DECLARATIONS OF INTEREST

RECOMMENDED:

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

RECOMMENDED:

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

4. RECORD OF PREVIOUS MEETINGS

RECOMMENDED:

That the Minutes of the Youth Strategy Working Party meeting held on Thursday 12th September 2024 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. FORMING A YOUTH STRATEGY

To note that Yate Town Council are currently only just formulating the Youth Development Work Case Study which will inform their Youth Strategy.

Below is the link to their Youth Survey launched in June 2024 open to 30th September.

<https://docs.google.com/forms/d/e/1FAIpQLSffwnlp9nztLDO6S6CJdsvnu5plxYtvoTaUFXDbu2KxWLDWg/viewform>

Their next steps:

- i. National Youth Agency example service review option paper and associated costings, for a localised research project.
- ii. Member actions, relating to University support with the Youth Strategy Review.
- iii. Aim: To better understand what life is like for young people.
- iv. Objectives: To identify what young people like and dislike about life in the town, what improvements are needed to existing opportunities, and what new opportunities are needed to improve the lives of young people in the town.

- v. Timeline: to be decided: Suppliers: to be decided - Budget: £5,000 already earmarked, further budget to be decided.
- vi. Internal resources available to support Youth Strategy Work:
 - a. Armadillo Youth Café service;
 - b. Learning Partnership West (LPW, YTC's youth commission partner);
 - c. Off The Record (young persons mental health, YTC grant recipient).

Incorporate the formation of a Youth Council in the development of the Youth Strategy.

RECOMMENDED:

- (i) *To discuss the formation of a Youth Strategy Plan - including what the plan should contain and how it should look from the Youth Teams point of view and what the plan should include and what it should look like from the Town Council's point of view.*
- (ii) *To revisit the resolutions from the last minutes.*
- (iii) *To decide on the next steps.*

6. KEYNSHAMNOW BUDGET

As resolved at Town Council on 15th October 2024, KeynshamNow should report to the Youth Strategy Working Group in order that this Youth Council can form part of the Youth Strategy that is produced.

RECOMMENDED:

That the Working Party consider the budget for KeynshamNow for 2025 – 2026, currently the annual budget is £1,200 of this £733.00 has been spent. The Working Party to make recommendations to Finance and Policy Committee and Full Council in respect of the same.

7. UPDATE ON MONDAY EVENING SESSIONS & ANY JOINT WORKING WITH OUTSIDE AGENCIES/ORGANISATIONS SINCE SEPTEMBER 2024 (To follow)

RECOMMENDED:

To receive and note the information on the Monday evening sessions and any joint working with outside agencies.

8. EVALUATION/FEEDBACK FROM THE KALEIDOSCOPE YOUTH FEST (Completed evaluation and finalised budget to follow)

RECOMMENDED:

- (i) *To receive and note the evaluation report in respect of Kaleidoscope Youth Fest held in July 2024.*

- (ii) *To receive and note the final budget from the Youth Fest.*
- (iii) *To receive and take the opportunity to view the film made at the Youth Fest.*

9. EVALUATION/FEEDBACK FROM THE SUMMER PROGRAMME (Evaluation and budget to follow)

RECOMMENDED:

- (i) *To receive and note the evaluation report in respect of Summer Programme held in August 2024.*
- (ii) *To receive and note the budget from the Summer Programme.*

10. YOUTH SERVICE UPDATE (Report covering items 10 a – j to follow)

- a) Update on the Centre – facilities and resources.

RECOMMENDED:

To receive and note the information on the Centre/Facilities.

- b) Update on all activities that have been provided at the TimeOut Youth Centre between September 2024 – October 2024, including details of workshops.

RECOMMENDED:

To receive and note the information on activities in TimeOut from September 2024 – October 2024.

- c) Update on Centre activities and workshops to be held between November 2024 – and December 2024.

RECOMMENDED:

To receive and note the information on activities to be held in TimeOut that will happen between November 2024 – December 2024.

- d) Update on the sessions:

Wednesday night 7 – 9 p.m. – staffing and activities
Thursday night 7 – 9 p.m. - staffing and activities
Friday evening – 4 – 6 p.m. - staffing and activities

Data document - including ages of those attending and numbers attending each session.

RECOMMENDED:

To receive and note the information on sessions in TimeOut including attendance data.

- e) Update on any funding applications submitted or to be submitted (including Trail Blazer application, Youth Music Bid and Youth Council funding for the next three years).

RECOMMENDED:

To receive and note the information on any funding applications to be submitted.

- f) Update on Thorpe Park outing on 28th October 2024 (Budget attached)

RECOMMENDED:

To receive and note the feedback from the Thorpe Park outing and details of the expenditure for this event.

- g) Update on Wake the Tiger outing on 30th October 2024 (Budget attached)

RECOMMENDED:

To receive and note the feedback from the Wake the Tiger outing and details of the expenditure for this event.

- h) Update on financial matters in relation to the running of the Club including use of petty cash and volunteer cooking sessions.

RECOMMENDED:

To receive a verbal update on financial matters in relation to running the TimeOut Youth Service including petty cash and volunteer cooking sessions.

- i) Update on staffing including training undertaken.

RECOMMENDED:

To receive and note the verbal report on staff training.

- j) Update on Music Studio and one to one music sessions.

RECOMMENDED:

To receive and note the information on the Music Studio and one to one music sessions.

11. YOUTH SERVICE BUDGET (Attached)

As this budget need to be considered seriously, this year due to the Sec 106 funding now all being spent, and there being a possible need to reduce parts of the Youth Service budget, the Working Party may wish to consider the catchment area that the Youth Club serves, for

example offering the service only to young people that live in Keynsham or attend Broadlands, Wellsway or IKB.

RECOMMENDED:

(i) To receive and note the above.

(ii) To make recommendations to Finance and Policy Committee and full Council budget proposals for Youth Service codes 4045, 4051, 4085, 4091, 4093, 4094, 4118, 4119, 4139, 4140, 4141, 4142, 4143, 4178, 4179, 4180, 4511, taking into consideration the expenditure this year to date.

12. DATE OF NEXT MEETING

RECOMMENDED:

To note that a date is to be arranged by Doodle early January 2025.