



Town Clerk: Dawn Drury
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To: - Members of the Youth Strategy Working Party Councillors A Beaumont, C Brennan, M Burton, D Cooper 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 the Town Council Office on **THURSDAY 2ND OCTOBER 2025 at 7.00 P.M.**

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Dawn", enclosed within a hand-drawn oval.

Dawn Drury
Town Clerk

25th September 2025

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 and updated May 2025)).

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, amended May 2025)) 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 Wednesday 28th July 2025 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. FORMING A YOUTH STRATEGY (Draft Strategy attached)

RECOMMENDED:

To review the resolutions from the 3rd February 2025 meeting below and decide on the next steps.

RESOLVED:

That a Sub-Committee be formed to look at how to move the Strategy forward, what it should include, who to involve (KeynshamNow, Schools, all young people and organisations supporting the young people that attend our Youth Service).

6. INTRODUCTION OF YOUTH SERVICE COMMITTEE

RECOMMENDED:

- (i) *To split the work of formulating a Youth Strategy from day-to-day matters relating to the Youth Services, the Town Clerk suggests running the Youth Strategy Sub-Committee then calling full Youth Strategy meetings as and when required, whilst introducing a new Committee 'Youth Service Committee' using the current members until the next review of Committee members in May 2026.*
- (ii) *To recommend to full Council at the October meeting the formation of a Youth Service Committee.*

7. UPDATE FROM KEYNSHAMNOW

RECOMMENDED:

To receive and note an update from KeynshamNow representative on activities since 28th July 2025.

8. YOUTH SERVICE UPDATE

a) Update on the Centre – facilities and resources.

RECOMMENDED:

To receive and note a verbal update on the Centre from the Youth Support Worker and Town Clerk.

b) Update on Monday evening sessions & any joint working with outside agencies/organisations since 28th July 2025.

RECOMMENDED:

To receive and note a verbal update from the Youth Support Worker and the Town Clerk.

c) Update on all activities that have been provided at the TimeOut Youth Centre between 28th July 2025 – 26th September 2025, including details of any workshops.

RECOMMENDED:

To receive and note a verbal update from the Youth Support Worker and Senior Youth Worker.

d) Update on Centre activities and workshops to be held from 26th September 2025.

RECOMMENDED:

To receive and note a verbal update from the Youth Support Worker and Senior Youth Worker.

e) Update on the sessions:

Monday night –	6 – 8 p.m. - Outreach (note change of time)
Wednesday night -	6 – 8 p.m. – staffing and activities (note change of time)
Thursday night -	6 – 8 p.m. - staffing and activities (note change of time)
Friday evening –	4 – 6 p.m. - staffing and activities

RECOMMENDED:

(i) *To receive and note a verbal update from the Youth Support Worker and Senior Youth Worker.*

(ii) *To note that data on attendance will be presented at the next meeting.*

- f) Update on any funding applications submitted or to be submitted (including, Quartet and Bath and North East Somerset HAF - Activate: Holiday Activities and Food (HAF) programme).

RECOMMENDED:

To receive and note a verbal update from the Youth Support Worker and Town Clerk.

- g) 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, from the Youth Support Worker and Senior Youth Worker.

- h) Update on staffing, including training undertaken, including an update on the contracted Sports Coach (explaining the need for payment of administration costs and provision of supervision).

RECOMMENDED:

To receive and note a verbal report on staff, staff training from the Youth Support Worker and Senior Youth Worker.

- i) Update on Music Studio, one to one music sessions and gigs.

RECOMMENDED:

- (i) *To receive and note verbal update on information in respect of the Music Studio and one to one music sessions.*

9. DATE OF NEXT MEETING

RECOMMENDED:

To note that a date is to be arranged by Doodle Poll for a meeting in early December 2025.