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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 **TUESDAY 4TH JUNE 2024 at 10.00 a.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

28th May 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. ELECTION OF CHAIR OF THE YOUTH STRATEGY WORKING PARTY 2024-2025

RECOMMENDED:

That a Chair be elected for the ensuing Municipal Year for the Youth Strategy Working Party.

2. ELECTION OF VICECHAIR OF THE YOUTH STRATEGY WORKING PARTY 2024-2025

RECOMMENDED:

That a Vice Chair be elected for the ensuing Municipal Year for the Youth Strategy Working Party.

3. MEMBERSHIP OF THE YOUTH STRATEGY WORKING PARTY 2024-2025

RECOMMENDED:

To note that Councillors Alex Beaumont, Caitlin Brennan, Martin Burton, Andy Halliday and Andy Wait (with Councillor D Brassington as Substitute) are appointed members of the Working Party for the Municipal Year 2024/2025, as agreed at the Annual Meeting of the Town Council on 21st May 2024.

4. TERM OF REFERENCE – YOUTH STRATEGY WORKING PARTY 2024 (PAGE 3)

| NAME OF WORKING GROUP | YOUTH STRATEGY WORKING GROUP |
|---|--|
| MEMBERSHIP WITH VOTING RIGHTS | 5 Members of the Town Council |
| MEMBERSHIP WITHOUT VOTING RIGHTS | One representative from each of the following: KTC Youth Service KeynshamNow Keynsham Secondary Schools Keynsham Primary Schools Youth Connect South West |
| FUNCTIONS | <ul style="list-style-type: none"> (i) To develop a comprehensive long-term Youth provision strategy for Keynsham. (ii) To consult with the young people of Keynsham on what type of provision they would like. (iii) To propose a programme of activities for consultation with young people. (iv) To make recommendations to the Town Council on how to develop the current Youth Service. (v) To make recommendations on suitable facilities to provide a programme of Youth Services. (vi) To work in collaboration with other Youth Service providers including other Town and Parish Councils in the region. (vii) To work in collaboration with the NDP to develop a survey suitable for young people to provide their views in the future of Keynsham |
| DELEGATED POWERS | None – advisory only |
| QUORUM | 3 Town Councillors. |
| FREQUENCY OF MEETINGS | As required |

RECOMMENDED:

To receive and note the Terms of Reference.

5. UPDATE ON MONDAY EVENING SESSIONS & ANY JOINT WORKING WITH OUTSIDE AGENCIES/ORGANISATIONS (PART OF REPORT ATTACHED)

RECOMMENDED:

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

6. YOUTH SERVICE UPDATE (PART OF REPORT ATTACHED)

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 March 2024 – June 2024, including details of workshops.

RECOMMENDED:

To receive and note the information on activities in TimeOut from March – June 2024.

c) Update on forthcoming Centre activities and workshops between June – and beginning of August 2024.

RECOMMENDED:

To receive and note the information on activities in TimeOut that will happen between June – August 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 funding applications submitted (including those that were not successful).

RECOMMENDED:

To receive and note the information on funding submissions, including those that were not successful.

- f) Evaluation Feedback from the Residential in April 2024 including preparation activities/workshops for the 2024 Youth Festival (REPORT ATTACHED).
- g) Financial data detailing income and expenditure of the Residential costs.

RECOMMENDED:

To receive and note the report from the residential in April 2024, including financial data. (items f & g).

- h) Update on plans for the Kaleidoscope Festival (Proposed budget and poster attached).

RECOMMENDED:

- (i) *To receive and note a verbal update on the Kaleidoscope Festival.*
- (ii) *To receive and note the proposed budget for the Kaleidoscope Festival.*

- i) 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.

- j) Update on proposed gigs and music events (Evaluation reports attached).

RECOMMENDED:

To receive and note the information on the series of gigs.

- k) Update on forthcoming Skate Park event in the Memorial Park (To follow)

RECOMMENDED:

To receive a verbal update on skateboard event.

- l) Update on planned activities for the school holidays together with details of any collaborative working with outside agencies/organisations (budget sheet to follow).

RECOMMENDED:

To receive a verbal update on the Summer Programme of activities.

- m) Update on financial matters in relating 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.

n) Update on staffing including training undertaken.

RECOMMENDED:

(i) To receive and note the verbal report on staff training including Upshot.

7. DATE OF NEXT MEETING

RECOMMENDED:

To note that a date is to be arranged by Doodle early August 2024 (to receive feedback from the Youth Fest).