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

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 3<sup>rd</sup> APRIL 2025 at 10.00 A.M.**

The Agenda for the meeting appears below.

Dawn Drury  
Town Clerk

27<sup>th</sup> March 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)).**

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 16<sup>th</sup> 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 Monday 3<sup>rd</sup> February 2025 (previously circulated) be confirmed as a true record and signed by the Chairman.*

5. FORMING A YOUTH STRATEGY**RECOMMENDED:**

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

**RESOLVED:**

- (i) *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).*
- (ii) *That the Strategy be put on hold until the budget is finalised.*

6. EVALUATION/FEEDBACK FROM THE KALEIDOSCOPE YOUTH FEST**RECOMMENDED:**

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

To note the resolutions made at the 3<sup>rd</sup> February 2025 meeting as follows:

**RECOMMENDED:**

- (i) *To receive and note the Evaluation Report in respect of the Kaleidoscope Youth Fest held in July 2024, previously presented at the last Youth Strategy meeting.*
- (ii) *To receive and consider Councillor's comments on the Evaluation Report.*

7. YOUTH SERVICE UPDATE (Report attached)

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

**RECOMMENDED:**

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

- b) Update on Monday evening sessions & any joint working with outside agencies/organisations since 3<sup>rd</sup> February 2025.

**RECOMMENDED:**

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

- c) Update on all activities that have been provided at the TimeOut Youth Centre between 3<sup>rd</sup> February 2025 – 21<sup>st</sup> March 2025, including details of workshops.

**RECOMMENDED:**

*To receive and note the information on activities in TimeOut from 3<sup>rd</sup> February 2025 – 21<sup>st</sup> March 2025.*

- d) Update on Centre activities and workshops to be held from 21<sup>st</sup> March 2025.

**RECOMMENDED:**

*To receive and note the information on activities to be held in TimeOut that will happen from 21<sup>st</sup> March 2025.*

- e) 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.*

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

**RECOMMENDED:**

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

- 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.*

- 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 the verbal report on staff, staff training and the contracted Sports Coach.*

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

**RECOMMENDED:**

- (i) *To receive and note the information on the Music Studio and one to one music sessions.*
- (ii) *To receive and note information on the Studio booking until the end of term.*

8. DATE OF NEXT MEETING

**RECOMMENDED:**

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