

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Thursday 7th November 2024 at 2.00 p.m. in MakeSpace

PRESENT: Councillors M Burton, A Halliday and A Wait.

IN ATTENDANCE: Dawn Drury (Town Clerk) and Abi Gray (Youth Development Officer)

25. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Alex Beaumont and C Brennan.

26. DECLARATIONS OF INTEREST

RESOLVED:

There were none.

27. DISPENSATIONS

RESOLVED:

There were none.

28. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on 12th September 2024 be approved.

29. FORMING A YOUTH STRATEGY FOR THE TOWN COUNCIL YOUTH SERVICE

To note that Yate Town Council are not much further ahead than Keynsham Town Council with producing their Youth Strategy, being just at the consultation stage.

RESOLVED:

- (i) That a Sub-Committee be formed to look at how to move the strategy forward, what it should include, who to involve (schools, all young people and organisations supporting the young people that attend our Youth Service).*
- (ii) That Councillor Burton, the Town Clerk and Abi work on the Strategy.*
- (iii) That the NDP survey produced for Young People by KeynshamNow still needs to be trialled with some attendees of the TimeOut Youth Service. A copy of the survey to sent to Abi again.*
- (iv) The trial of the survey be completed in the next two weeks and the finalised survey to be printed ready for members of KeynshamNow to hand out at the Winter Festival.*

30. KEYNSHAMNOW BUDGET

RESOLVED:

- (i) That the budget for KeynshamNow for 2025 – 2026 of £1,200 be recommended to full Council.*
- (ii) That KeynshamNow send a report to this Committee going forward.*

31. UPDATE ON MONDAY EVENING SESSIONS & ANY JOINT WORKING WITH OUTSIDE AGENCIES/ORGANISATIONS SINCE SEPTEMBER 2024

RESOLVED:

That this matter be discussed under item 10 a) of the agenda.

32. EVALUATION/FEEDBACK FROM THE KALEIDOSCOPE YOUTH FEST

RESOLVED:

- (i) To receive and note the evaluation report in respect of Kaleidoscope Youth Fest held in July 2024.*
- (ii) All comments on the evaluation report to be sent to the Town Clerk for collating and bringing back to the next meeting for noting.*
- (iii) To receive and note that the budget for the Kaleidoscope Youth Fest had been circulated at the last meeting. The Town Clerk will re-circulate the budget to this Committee's members.*
- (iv) To note that Councillors had individually taken the opportunity to view the film made at the Youth Fest.*
- (v) That a copy of the draft evaluation report be sent to the KMFA limited.*
- (vi) That publicity for the event should start earlier for 2025.*
- (vii) That concerns were raised that the grant application for the next three years should have been submitted by now as this would assist with budgeting for next year (it may be well into the New Year before it is known whether there is funding for 2025). A plan B will need to be in place should there be no external funding.*

33. EVALUATION/FEEDBACK FROM THE SUMMER PROGRAMME

RESOLVED:

- (i) To receive and note the evaluation report in respect of the Summer Programme held in August 2024.*
- (ii) To receive and note that the budget for the Summer Programme has yet to be finalised as receipts are still be presented to Finance Officers. The final budget to be presented to the forthcoming Personnel Committee or the next Finance and Policy Committee meeting depending on when the budget is finalised.*
- (iii) To note that concerns were raised that the grant award for this covered the period up to September 2025 and whether the Town Council would be eligible to apply for another grant for 2026 Summer Programme.*

- (iv) *That Councillors be provided with details of the proportion of Council's money being spent on Youth Services compared to all other services and activities.*

34. YOUTH SERVICE UPDATE

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

RESOLVED:

- (i) *To receive and note the information on the Centre/Facilities.*
(ii) *That plans need to be put in place in respect of the Monday night group, including looking at possible use of the Leisure Centre for sports activities.*
(iii) *That some guidelines need to be in place in respect of scanning on the door. The Assistant Town Clerk will look into this.*

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

RESOLVED:

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.

RESOLVED:

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.

RESOLVED:

- (i) *To receive and note the information on sessions in TimeOut including attendance data.*
(ii) *To note that Sam Eyles (the Sports Coach from Bath Rugby) has been engaged to work at the Youth Centre until March 2024.*

- 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).

RESOLVED:

- (i) *To receive and note the information on any funding applications to be submitted.*
- (ii) *To note there has been two Access Funding Awards granted in the sum of £900 which will pay for Natalie to assist Abi with the Arts Council Grant funding and Elise to assist with the Music Grant funding.*

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

RESOLVED:

- (i) *To receive and note the feedback from the Thorpe Park outing and details of the expenditure for this event.*
- (ii) *To receive and note that the budget for the Thorpe Park outing has yet to be finalised. The final budget to be presented to the next Finance and Policy Committee meeting.*

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

RESOLVED:

- (i) *To receive and note the feedback from the Wake the Tiger outing and details of the expenditure for this event.*
- (ii) *To receive and note that the budget for the Wake the Tiger outing has yet to be finalised. The final budget to be presented to the next Finance and Policy Committee meeting.*

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

RESOLVED:

To note that a verbal update on financial matters in relation to running the TimeOut Youth Service including petty cash and volunteer cooking sessions was presented at the meeting.

i) Update on staffing including training undertaken.

RESOLVED:

To note that a verbal update was received and noted in respect of the Youth Service staff training.

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

RESOLVED:

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

35. YOUTH SERVICE BUDGET

RESOLVED:

That the following matters be deferred to the Personnel committee meeting on Thursday 14th November due to running out of time at this meeting.

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.

36. DATE OF NEXT MEETING

RESOLVED:

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

SIGNED..... DATE.....

(CHAIRMAN)

The meeting finished at 3.50 P.M.

