

# KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Monday 3<sup>rd</sup> February 2025 at 12 noon in the Town Council Office

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PRESENT: Councillors A Beaumont, C Brennan, M Burton, A Halliday and A Wait.

IN ATTENDANCE: Amanda Hazell (Responsible Finance Officer) and Abi Gray (Youth Development Officer)

## 37. APOLOGIES FOR ABSENCE

No apologies were received.

## 38. DECLARATIONS OF INTEREST

*RESOLVED:*

*There were none.*

## 39. DISPENSATIONS

*RESOLVED:*

*There were none.*

## 40. MINUTES OF THE PREVIOUS MEETING

*RESOLVED:*

*That the Minutes of the Youth Strategy Working Party meeting held on Thursday 7<sup>th</sup> November 2024 be approved and signed by the Chairman.*

## 41. FORMING A YOUTH STRATEGY FOR THE TOWN COUNCIL YOUTH SERVICE

The resolutions from the November meeting were reviewed.

*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.*

## 42. EVALUATION/FEEDBACK FROM THE KALEIDOSCOPE YOUTH FEST

The resolutions from the November meeting were reviewed.

*RESOLVED:*

- (i) *To receive and note the Evaluation Report in respect of the Kaleidoscope Youth Fest held in July 2024.*
- (ii) *That Councillor's comments on the Evaluation Report to be sent to the Town Clerk for collating and bringing back to the next meeting for noting. Cllr Burton has submitted his comments.*

43. KALEIDOSCOPE YOUTH FEST 2025

**RESOLVED:**

*That the funding details for this year's Festival be received and noted.*

44. 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 the Computers be decommissioned and the support contract cancelled.*
- (iii) *That the Committee agree with purchasing 3 floodlights for Outreach.*

- b) Update on Monday evening sessions & any joint working with outside agencies/organisations since 7<sup>th</sup> November 2024.

**RESOLVED:**

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

- c) Finalised budget from the Summer Programme 2024

**RESOLVED:**

*To receive, note and consider the finalised budget for the Summer Programme.*

- d) Update on all activities that have been provided at the TimeOut Youth Centre between 7<sup>th</sup> November 2024 – to end of December 2024, including details of workshops.

**RESOLVED:**

*To receive and note the information on activities in TimeOut from 7<sup>th</sup> November 2024 to end of December 2024.*

- e) Update on Centre activities and workshops to be held between January – up to the beginning of February 2025.

**RESOLVED:**

*To receive and note the information on activities to be held in TimeOut that will happen between January and beginning of February 2025.*

f) 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) *That the Youth Development Officer check the reports coming from Upshot as the figures do not tally.*

g) 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).

**RESOLVED:**

- (i) *To receive and note the information on any funding applications submitted or to be submitted.*
- (ii) *That the grant applications to be submitted once the Town Clerk has reviewed.*
- (iii) *That the Town Clerk create a policy for submitting grant applications.*

h) Update on Thorpe Park outing on 28<sup>th</sup> October 2024

**RESOLVED:**

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

i) Update on Wake the Tiger outing on 30<sup>th</sup> October 2024

**RESOLVED:**

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

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

**RESOLVED:**

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

- k) 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).

**RESOLVED:**

*To receive and note the verbal report on staff, staff training and the contracted Sports Coach.*

- l) 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.*

**45. DATE OF NEXT MEETING**

**RESOLVED:**

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

The meeting finished at 1.25 p.m.

Signed (CHAIRMAN): ..... Date: .....