

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Wednesday 28th May 2025 at 7.00 p.m. in the Town Council Office

PRESENT: Councillors Alex Beaumont, C Brennan (arrived late), M Burton, D Cooper and A Wait.

IN ATTENDANCE: Dawn Drury (Town Clerk) and Lyndsey Bower (Senior Youth Leader)

1. ELECTION OF CHAIRMAN 2025/2026

RESOLVED:

That Councillor Alex Beaumont be elected as Chair of the Youth Strategy Working Party for the Municipal Year 2025/2026.

2. ELECTION OF VICE CHAIRMAN 2025/2026

RESOLVED:

That Councillor Martin Burton be elected as Vice Chair of the Youth Strategy Working Party for the Municipal Year 2025/2026.

3. MEMBERSHIP OF THE YOUTH STRATEGY WORKING PARTY 2025/2026

RESOLVED:

To note that Councillors Alex Beaumont, Caitlin Brennan, Martin Burton, Deb Cooper and Andy Wait, David Brassington (substitute) are the appointed members of the Working Party for the Municipal Year 2025/2026, as agreed at the Annual Meeting of the Town Council on 20th May 2025.

4. APOLOGIES FOR ABSENCE

There were none.

5. DECLARATIONS OF INTEREST

RESOLVED:

To note that Cllr Wait declared an interest as a Mentor to KeynshamNow.

6. DISPENSATIONS

RESOLVED:

There were none.

Cllr Brennan arrived

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7. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on Thursday 3rd April 2025 be approved and signed by the Chairman.

8. REVIEW OF THE TERMS OF REFERENCE FOR THE WORKING PARTY

RESOLVED:

- (i) *To receive and note the Terms of Reference.*
- (ii) *That there be no amendments or additions to the Terms of Reference.*

9. FORMING A YOUTH STRATEGY

RESOLVED:

- (i) *That Cllr Burton's notes on forming a Youth Strategy be presented at the next meeting.*
- (ii) *That once the Youth Strategy notes have been reviewed a decision be made in respect of setting up a Sub-Committee and the way forward with this matter.*

10. UPDATE FROM KEYNSHAMNOW

It was reported that a Sub-Committee of young KeynshamNow members plus 3 mentors has been formed to work on the upgrade of the Teviot play area and green space under a S.151 agreement (the funds being transferred to Keynsham Town Council). The young people are very excited to be part of the project and spent today's session planning mood boards for three themed play areas, one for existing equipment and two fitness trim trails. These props will be used as part of a consultation process in July and August. They will be consulting with play area and green space users, neighbours to this space and the wider community.

At the next meeting of KeynshamNow they are having a presentation from the Violence Reduction Unit on knife crime and keeping safe. They are planning their stall for the Keynsham Music Festival, and they will be launching the NDP Young People's survey shortly.

Three of the KeynshamNow members have been helping In Bloom produce some paint sprayed metal art work for Keynsham Station. This project is funded by GWR.

RESOLVED:

To receive and note the update by Cllrs Wait and Brennan on KeynshamNow matters.

Lyndsey, Senior Youth Leader was welcomed to the meeting.

11. UPDATE ON THE KALEIDOSCOPE YOUTH FEST 2025

A group of TimeOut members have been meeting with staff and James McPhee in planning the Kaleidoscope Youth Fest 2025. Ollie and Amilea (TimeOut members) from this Committee will be presenting the Festival plans in a PowerPoint to Town Council on 17th June 2025. The young people are arranging a geocaching event as part of the Festival. The event has a frog theme.

A line up of acts for the Sunday stage performance has been put together by James and Baldini will be performing as the last spot on the stage. Other workshops have been arranged by Jade including circus skills and spray painting.

The Festival will be promoted to schools and other Youth Organisations through a newsletter.

The entry to the Festival will be open with ad hoc data collected.

It was reported that the Arcadia project is going well.

RESOLVED:

To receive and note the verbal update on the Kaleidoscope Youth Fest, to be held in July 2025, from the Senior Youth Leader and Town Clerk.

12. YOUTH SERVICE UPDATE

a) Update on the Centre – facilities and resources.

The kitchen area of the Centre has had a good clean, all cupboards have been sorted in preparation for a B&NES Food Hygiene check. Lyndsey and Rosie are going to take their food Hygiene training shortly and Ibby and Maggie (volunteer) are already qualified.

Going forward the kitchen area is going to be zoned off to make it safer.

The old computers have been removed from the Centre and the spare keyboards and monitors will be offered to local community groups.

A working party is being arranged to clean up the arts/crafts and equipment cupboard to see what supplies there actually are.

The Music Studio is open most evenings and James has been supporting the young people that want to use this facility. In respect of hire of the facility, the Clerk is working with B&NES to get a lease or licence sorted. Any external hirers will be overseen by Town Council staff.

RESOLVED:

To receive and note the verbal update on the Centre from the Senior Youth Leader and Town Clerk.

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

The Monday Outreach work has been on hold due to staffing. This will commence against shortly. Project 28 and Willow will be contacted to find out what support they can give to these sessions. The young people that have been engaged with through Outreach are not ready to be offered an indoor session at this point in time.

Information will be sought in respect of whether the Project 28 vehicle is still visiting Keynsham.

RESOLVED:

To receive and note the verbal update from the Senior Youth Leader and the Town Clerk

- c) Update on all activities that have been provided at the TimeOut Youth Centre between 3rd April 2025 – 28th May, including details of any workshops.

No workshops have been held during this period. Activities have included T-shirt printing, colour themed evenings, a Canadian evening and production of activities and props for the Kaleidoscope Festival.

RESOLVED:

To receive and note the verbal update from the Senior Youth Leader and Town Clerk.

- d) Update on Centre activities and workshops to be held from 28th May 2025.

Sessions have been planned for the next month and these are within budget.

RESOLVED:

To receive and note the verbal update from the Senior Youth Leader.

- 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

Thought is being given to the way forward with the Youth Service and in particular re-registering all young people, introduction of a (minimal) membership fee and moving the 14-year-olds to the Wednesday and Thursday senior sessions.

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Going forward it is intended to produce a monthly newsletter of activities that will be promoted and sent to both parents and young people.

Promoting the service to home schooled pupils was discussed. Offer additional sessions for young people that have SEND needs and offering quiet sessions.

Encouraging the PCSOs to call in to the sessions occasionally and inviting Councillors to call in on occasions was also mentioned.

RESOLVED:

- (i) *To receive and note the verbal update from the Senior Youth Leader.*
- (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 Trail Blazer application, Youth Music Bid, Quartet and Youth Council funding for the next three years).

A Quartet grant application has been submitted covering sports support. Mike from KMFA has provided a reference for this and some final query questions have been answered.

Other grant and funding opportunities will be investigated.

Some summer activities are planned for Manor Road Playing fields and Teviot. B&NES have some HAF Summer Delivery funding available, and the Senior Youth Worker and Clerk are meeting with them to discuss this further.

It was suggested that the Avon & Somerset Police funds be looked at for possible funding.

Arts Council funding will be looked into well in advance so that any application has plenty of time in case any queries come back.

Cllr Brennan said that she would forward some information on funding opportunities.

RESOLVED:

To receive and note the verbal update from the Senior Youth Leader and Town Clerk.

Cooking with Maggie is going well and less petty cash is being spent.

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

RESOLVED:

To receive the verbal update on financial matters in relation to running the TimeOut Youth Service, including petty cash and volunteer cooking sessions, from the Senior Youth Leader and Town Clerk.

One member of staff has reduced their hours, and a replacement needs to be sought.

Some work needs to be done around the appointment of sports coaches.

Staff training needs is being looked at and these will be booked as and when required.

- 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).

RESOLVED:

To receive and note the verbal report on staff, staff training and the contracted Sports Coach from the Senior Youth Leader and Town Clerk.

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

There was no additional information on this other than the report about sorting a lease/licence. More income is expected from the guitar lessons on Monday evenings.

RESOLVED:

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

13. DATE OF NEXT MEETING

RESOLVED:

To note that a date is to be arranged by Doodle late July 2025.

The meeting finished at 8.00 pm.

SIGNED: A. Beaumont DATED: 28/7/25
(Chairman)