

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Thursday 2nd October 2025 at 7.00 p.m. in the Town Council Office

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

IN ATTENDANCE: Dawn Drury (Town Clerk)

23. APOLOGIES FOR ABSENCE

Apologies were received from Ella Bower (Senior Youth Worker) and Ibby Kramar (Youth Support Worker).

24. DECLARATIONS OF INTEREST

There were none.

25. DISPENSATIONS

There were none.

26. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on Wednesday 27th July 2025 be approved and signed by the Chairman.

27. FORMING A YOUTH STRATEGY

RESOLVED:

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).

28. INTRODUCTION OF YOUTH SERVICE COMMITTEE

RESOLVED:

- (i) *To split the work of formulating a Youth Strategy from day-to-day matters relating to the Youth Services, the Town Clerk suggests running the Youth Strategy Sub-Committee then calling full Youth Strategy meetings as and when required, whilst introducing a new Committee 'Youth Service Committee' using the current members until the next review of Committee members in May 2026.*
- (ii) *To recommend to full Council at the October meeting the formation of a Youth Service Committee.*

29. UPDATE FROM KEYNSHAMNOW

The following update from KeynshamNow was given.

- Robert Campbell of Head of Heritage Services, B&NES Council, has been invited to a future KeynshamNow meeting to speak with the young people about culture.
- Martin Burton and Richard Prior are going to speak to the young people about protesting in a non-political manner.
- The Group are busy planning their Winter Festival activities. Caitlin will get clearance from Katherine that one of the young people can do Henna tattoos.
- The Group have decided to support a member that is doing some charity work in Zambia (through his school).
- The annual fundraising bike ride did not go ahead.
- The members had a discussion last week about the use of the England flag and the painting of roundabouts with red crosses. The Group expressed alarm as they thought people were dishonouring the flag. There is some upset over racism matters and the Group does now have some members from ethnic minority groups.

RESOLVED:

To receive and note the update on KeynshamNow matters.

30. YOUTH SERVICE UPDATE

The Senior Youth Worker provided a written report that was read out by the Town Clerk on agenda items a – i.

a) Update on the Centre – facilities and resources.

Food Safety and Hygiene inspection was carried out – recommendations included printing off and filling out a 'Safer Foods' booklet – this has been done and is in the TimeOut Youth Centre for any future inspections.

I have spoken to the property team at BANES regarding the fire risk assessment and they stated that as we are in occupation of the building, the responsibility of a fire risk assessment lies with us. I am still in communication with them as the previous fire risk assessment I found was done by them, so I don't think that this can be the case

RESOLVED:

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

b) Update on Monday evening sessions and any joint working with outside agencies/organisations since 28th May 2025.

We have not held a Monday evening session over the past few weeks due to a combination of poor weather conditions (this time was replaced with session planning) as well as a lack of appropriate staff who know the outreach routes.

I am in discussions with the staff regarding who would be available to move Outreach to Tuesday evenings as I am in University on Monday's (Esme is available for this and I have not yet had a chance to meet with Jamie to discuss if he can do Tuesdays).

RESOLVED:

To receive and note the verbal update from the Town Clerk

c) Update on all activities that have been provided at the TimeOut Youth Centre between 19th May 2025 – 28th July 2025, including details of any workshops.

- Cooking workshops with Maggie on Wednesday's
- Rosie planned a great quiz however it was with the Friday group so we got minimal engagement with this and will try again with the resources she has gathered.
- Introduction of a green screen workshop – Jame's is leading this activity and has had a temporary green screen up in Clubs to demonstrate to the young people. We are hoping to create some pieces of work with this over the coming weeks.
- Lego competition – Young people worked in teams or individually and had free reign on what they wanted to make in a timed setting.
- Alicia came in and gave a trail run of her programme which is called S.H.E, a workshop for girls and women providing a safe and accepting space for them. This is now being run elsewhere in town however the young people who attended this seemed to thoroughly enjoy it and the hopes are that they will continue to attend it.

RESOLVED:

To receive and note the verbal update from the Town Clerk.

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

- Continuation of Maggie's cooking workshops on Wednesday's
- Italian culture evening workshop – Ibby has been in contact with a local Italian woman who will come in to lead this.
- Aims to start doing a sports initiative every other week using the current sports equipment we have. Mandy has been in touch with someone who would be a good fit to fill the role of sports coach. I have applied for funding through Sport England to help with the payment of coaching fees and facility rental. I have also spoken to Paul Sprague at Keynsham Leisure Centre regarding the rental of the sports hall, unfortunately the hall is not free on Friday's when I was hoping to hold the sports activities, so this requires a conversation with the other youth workers around if we would get any engagement from the young people who attend Thursdays sessions but most likely will involve looking for a new facility.
- Drop-in session with Action for Conservation so they can speak to young people about what projects they have on offer and hopefully start an initiative with them in Keynsham. Communication regarding the organisation of this is ongoing.

- Air dry clay is being purchased so that young people can begin making things to sell from the TimeOut Youth Centre during the Winter Festival.
- Ibby is working on a yoga workshop that would be on offer to the young people on Thursdays.

RESOLVED:

To receive and note the information.

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

- Monday night – 6-8pm Outreach – hopeful this will be moved to Tuesdays so that I am able to attend
- Wednesday – 6-8pm – Ibby, Maggie, Andrew, Esme and Rosie – cooking with Maggie, communal activities i.e. pool, games and Lego competitions and colouring
- Thursday – 6-8pm – Ella, Ibby, James and Teri (Jamie – hopefully) - communal activities i.e. pool, games and Lego competitions and colouring
- Friday – 4-6pm – Ella, Rosie, Esme, James and Teri – Encouragement for the young people to engage with the cooking within the youth club.

RESOLVED:

- (i) ***To receive and note the verbal update from the Town Clerk***
- (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 Quartet and Bath and North East Somerset HAF - Activate: Holiday Activities and Food (HAF) programme).

- Quartet Foundation – I have spoken to the foundation and extended the deadline for the End of Grant form until the 31st October.
- Submitted a grant application to Sport England – they have asked for more information regarding the youth club and sports initiative – I am waiting to respond to them until I have found a potential facility that would work with timings for a Friday session, so that I can be sure on what the costs will look like.

RESOLVED:

To receive and note the verbal update from the Town Clerk.

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

Petty cash has not been used recently, and monthly budgets are still sent across to Mandy and relevant workshop materials from those budgets are ordered when needed.

RESOLVED:***To receive and note the information***

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).

- I have spoken to Jamie, and he is returning
- Ibby and Maggie currently have their food safety and hygiene training – Teri is planning to undertake this as well.
- Rosie and I are signed up to and planning to begin the Level 2 in Youth Work qualification
- I am in communication with SAFE BANES and am planning a time and date to have them come in to deliver a Ccard and wider Sexual Health training to all youth staff.
- First Aid Training for all staff
- GDPR training for all staff
- NSPCC mandatory reporting training
- Currently not utilising the previously contracted sports coach – plan is to get a new sports coach in once arrangements have been made for a new sports initiative.

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

- Music Studio is used regularly by the young people during club hours; James supervises and supports with this.
- No current update on one-to-one music sessions or gigs.

RESOLVED:***To receive and note the verbal update on information in respect of the Music Studio and one to one music sessions.***

The Clerk will look at producing a new Facebook page that can share information to the Town Council and Keynsham Community FB pages.

31. DATE OF NEXT MEETING

RESOLVED:

To note that a date is to be arranged by Doodle for a meeting in early December 2025.

The meeting finished at 7.45 pm.

SIGNED: DATE:

(Chairman)

DRAFT