

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Thursday 7th March 2024 at 5.00 p.m. in the Town Council Office

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

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

17. **APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor Alex Beaumont.

18. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on 14th August 2023 (previously circulated) be confirmed as a true record and signed by the Chairman.

19. **DECLARATIONS OF INTEREST**

There were none.

20. **DISPENSATIONS**

There were none.

21. **MONDAY EVENINGS – EVALUATION OF JOINT WORKING**

Points raised, considered and discussed at the meeting are as follows: -

- The Youth Leader explained that there was no money involved in the support received from Project 28 and Youth Connect South West and that agreements were in place.
- The Clerk reported that the SLA agreement between B&NES, South West Connect and Councils that took on tuded Youth Services such as Keynsham was coming to an end in November this year and that there was no further funding to keep this service going.
- The Monday session replaces the Tuesday outreach service and provides targeted provision to reduce ASB.
- The service is going well, and the young people are engaging.
- The Clerk explained that of the original group of older boys, for who the service was set up originally, 2 have been excluded due to behavioural issues and have elected not to engage further.
- The Monday night is now open to a group of younger boys that are in need of the service and also a small group of girls that are highly vulnerable (and were known to the Police). These young people have recently been inviting along friends that have also registered for the sessions.
- The young girls had referred themselves to the Club.

- A Councillor asked whether the intention was to integrate this group with the young people in the other week day sessions. The Youth Leader confirmed that this was the plan and the Town Clerk added that this would only happen once the Monday group were really settled, and it would be done gradually, so as not to upset the regular attendees of the other sessions.
- The Youth Leader had reported that most of the Monday night attendees were local with a socially deprived economic background and that she knew where they lived. Councillors asked whether all the attendees were from Keynsham and the Youth Leader replied yes, they either lived in Keynsham or attended Keynsham Schools (either Broadlands or they were excluded, nine were from Wellsyway).
- Concerns were raised by Councillors that Keynsham Taxpayers' money was funding a service for young people that did not live in the authority of Bath and North East Somerset Council. The Councillors said that it would be useful to know where the registered members live and plot this on a map.
- The Youth Leader stated that she does not collect the young people mobile numbers as part of the registration process and the Clerk said that it would be good to have this information on file.
- It was reported that there was a ratio of 6 staff to 15 young people (this number may go up).
- Plans are in place to change the way the centre runs for the summer months, with set activities from early summer to the end of the autumn. Each session would start with sports either football or boxing, followed by food then a targeted intervention activity rather than allowing free run of the facilities which can result in issues.
- The Youth Leader will be meeting with a football coach from Bath FC, as they have recently lost their funding for holiday sports provision and Keynsham may like to take this on. Also, there are to be talks with the boxing club in the gym across the road from the TimeOut facility.
- The Police are looking for some Home Office Funding to provide some activities during school holidays.
- A Sports for All funding application in the sum of £20,000 is soon to be submitted to cover the summer activities and residential.
- Places on the residential will not be offered to the Monday night attendees, this year but in the longer term they may be the possibility.
- A Councillor recommended Bilbie Green as a good space for the young people to try out sports.
- It was mentioned that the centre of town seemed to be less of a target for ASB recently and it was reported that dispersal orders had been issued some young people that had been involved in ASB activities.

22. **CENTRE AND FACILITIES UPDATE.**

The following updates were given by the Youth Leader: -

- The Fire extinguishers have been replaced following two being discharged.

- The Karaoke machine was reported as being broken and it was suggested that this be taken to the Repair Café in the Baptist Church which is on this forthcoming Saturday.
- Reports to B&NES have been made in respect of a roof leak and broken cupboards.
- Louise is producing an inventory of equipment so that Mandy can up date the asset register.

23. ACTIVITIES – AUGUST 2023 – FEBRUARY 2024.

Some key activities were verbally updated on.

The Youth Service were congratulated on the very impressive, themed planning and activities.

RESOLVED:

To receive and note the verbal update on activities August 2023 – February 2024

24. UPDATE ON THE FORTHCOMING SESSIONS.

The sessions were set out in the report and the Youth Leader explained it was planned to close the centre for two weeks to cover some of the time when the staff will be working during the school holidays. The staff will take annual leave during this closure period. The Youth Leader will use Time in Lieu to cover this leave.

The Clerk explained that the office has a new digitalised form that is to be completed by all staff when working any out of normal working time events/activities. This form calculates staff costs.

25. UPDATE ON PAST ATTENDANCE AT SESSIONS.

Abi reported that recently attendance has been consistently high.

RESOLVED:

- To receive and note the attendance data.*
- That the Youth Leader contact past attendees to try and find out what the reason was for not attending the centre anymore.*
- That future data monitoring includes disability and ethnicity information.*
- That the Youth Leader contact other youth centres e.g. Yate, Peasedown St. John plus others to obtain details of their attendance numbers.*

26. UPDATE ON FUNDING APPLICATIONS

Abi gave an update on the funding applications – Arts Council Lottery Funding – Applications for £30,000 and under 8-week decision time and application for over

£30,001 have a decision time of 12 weeks. £30,000 has been applied for and the application was submitted in February.

The Awards for All Funding application for £20,000 to support school holiday activities (sport) is still to be submitted. There is no deadline, but you should apply at least 16 weeks before you want to start the activities or spend any of the money. This application has yet to be submitted. Natalie will be sending off this application shortly. Some of the funds will be used for sports coaching. The funding from this application will go specifically to working with the Monday night group.

A Councillor raised concerns about the lateness of application submissions and whether the Arts Council submission had sufficient information. It was thought that applications should be submitted 6 – 7 months in advance as no money should be spent on activities until the funding is received. For example, the Art Council application should be submitted in November, so that Council knows whether there will be enough funds for events such as the Youth Fest to take place.

A question was asked “What happens if the Youth Service are not award any funding” Abi said that there was £4,000 in the budget and they would just have to cut back and not have all the extras like professional artists. A percentage of the Sec 106 funding (year 2) will be used to match fund part of the Award and to pay for some additional expenditure related to the festival should the Award not be granted. This will use up all the allocated Sec 106 funding and there will be nothing to carry forward to 2025 – 2026. This will also include no funding for Lewin’s post, the part-time post of the Sessional Music Studio Worker and 17 hours per week of Abi’s salary. A question was asked regarding Lewin’s time which Abi reported as being divided between nurturing performers, arranging gigs, advertising, marketing and time spent producing music in the studio. Councillors felt that there was too much time being spent on admin and not enough time on the young people. Abi said that award funding to cover core staff could be sought.

There is also the possibility of some Home Office funding that the local Police are looking into too.

If the £20,000 is awarded the Councillors asked for the funds proposal to be brought to the next Youth Strategy meeting.

27. UPDATE OF FORTHCOMING PROPOSED RESIDENTIAL

Abi reported that a residential was planned for a couple of weekdays at the beginning of the Easter School holidays (2nd – 4th April). This will be held at Goblin Combe Centre in Bristol and our Youth Service will be the only users and hence will have full access to the grounds and lodge. The Centre only provides facilities and not activities. Activities will be bought in as workshops. The Town Council grounds Maintenance Worker, Allen Richards who is a Scout leader trained to deliver Team building Bush Craft Activities will be attending the residential for one day to provide activities.

Other workshops will be Youth Fest related for example making decorations and costumes and will be run by external leaders Elise and Beth.

Councillors commented that the residential was very expensive for such a short stay. A cost of £2557.74 was mentioned that would cover the stay, food, refreshments, workshops and staff time. Equating to approximately £213 per person for 2 nights. It was agreed that there should be a suggested charge of £50.00 with a £20.00 deposit. For those that are unable to pay in one go, a payment plan will be offered.

To date no one is signed up to attend the residential, but a letter will be sent out once the Youth Leader has visited the site.

28. UPDATE ON KALEIDOSCOPE YOUTH FESTIVAL

The festival name was decided by the Young People as Kaleidoscope and will have a Carnival theme. The young people have been working with an artist on Artwork for promotion of the event.

A planning board meeting, for the young people and staff planning the festival is arranged for 19th.

Kate & Lewin have met to discuss a poster and marketing plan.

It was reported that the artwork needs to go out sooner rather than later and that they were not behind with the scheduled plan and were further ahead with planning than they were at this time with last year's festival.

A question was asked as to who had put the plan together. As £900 had been included in the bid for Natalie's time. Abi said that Natalie's fee for assisting her with the funding submission had been covered by forward funding and had already been paid for. Councillors commented that they hoped that Council would not be billed again for the same service.

It was suggested that going forward there should be a strategic plan produced well in advance of the event which act as a rolling programme for future Festivals. This would assist with time management and avoid deadlines being missed.

29. UPDATE ON MUSIC STUDIO AND ONE TO ONE MUSIC SESSIONS

An agreement is being produced with costing rates for 1:1 sessions and studio hire.

A comment was made that organising gigs should not be top of the agenda of a Studio Manager's task list as the Music Studio should come first, including hiring out the facilities and bringing in other service users to use the facilities.

It was reported that currently the Music Studio is not used very much and only during session times.

Councillors were concerned that currently only 9 hours of Lewin’s time was face to face with young people or music studio users and the 13.5 hours were allocated to administration. A suggestion of Lewin spending 5 hours a week getting a business plan together so that the studio facilities could be promoted. Also undertaking some research into other studios.

Currently, the gigs that are being held are breaking even covering the cost of the hall hire with 35 to 40 people attending and being charged a £5.00 entry fee. In addition to hall hire there is the cost of hire of stewards, a small payment to each band performing and staff costs (the latter will be time in lieu).

30. UPDATE ON FINANCIAL MATTERS

To date 80.8% of the Youth Service budget for 2024 – 2025 has been spent. Residential costs will be a pre-payment from next year’s budget.

15. UPDATE ON STAFF INCLUDING TRAINING

Kelly Jones will be joining our Youth Service as a Youth Support Worker on 15th March 2024.

Staff are continuing to take up training.

16. DATE OF NEXT MEETING

The date of the Working Party’s next meeting is to be decide via Doodle Poll (meeting to be in June)

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

(CHAIRMAN)

The meeting finished at 7.10 p.m.