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To: - Members of the Youth Service Committee Councillors A Beaumont, C Brennan, M Burton, Deb Cooper and A Wait (substitutes Cllr E Cannon and A Halliday)

c.c. All other Town Councillors.

Dear Councillor,

You are requested to attend a meeting of the **YOUTH SERVICE COMMITTEE** to be held in the Town Council Office on **THURSDAY 5th NOVEMBER 2026 at 3.00 P.M.**

The agenda for the meeting appears below.

Dawn Drury
Town Clerk

29th October 2026

EMERGENCY EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the assembly point: Grassed area past St. Cadoc House, Temple Street.
Arrangements are in place for the safe evacuation of disabled people.

THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014 and updated May 2025)).

AGENDA

1. APOLOGIES FOR ABSENCE

RECOMMENDED:

To receive and note apologies for absence.

2. DECLARATIONS OF INTEREST

RECOMMENDED:

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019, amended May 2025)) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

RECOMMENDED:

In accordance with Standing Order 13, to consider any requests for Dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

4. RECORD OF PREVIOUS MEETINGS

RECOMMENDED:

That the Minutes of the Youth Services Committee's meeting held on Wednesday 24th June 2026 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. UPDATE FROM KEYNSHAMNOW (To follow)

RECOMMENDED:

To receive and note an update from KeynshamNow representative on activities since 24th June 2026.

6. REVIEW OF KEYNSHAM NOW PRACTICES (Item 14.1 from TC meeting 19th May 2026 attached)

RECOMMENDED:

- (i) To receive and note the document in respect of agenda item 14.1 from the Town Council meeting dated 19th May 2026.*
- (ii) To review the practices of KeynshamNow including banking and handling of fundraising monies, GDPR and data storage, email accounts, agenda and minutes for the website, management of Facebook, Instagram, TikTok and other social media*

7. YOUTH SERVICE UPDATE

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

RECOMMENDED:

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

- b) Update on all activities that have been provided at the TimeOut Youth Centre between 24th June 2026 – 5th November 2026, including details of any workshops.

RECOMMENDED:

To receive and note a verbal update from the Senior Youth Worker.

- c) Update on the sessions:

Tuesday night –	6 – 8 p.m. - Outreach
Wednesday night -	6 – 8 p.m. – staffing and activities
Thursday night -	6 – 8 p.m. - staffing and activities
Friday evening –	4 – 6 p.m. - staffing and activities

RECOMMENDED:

To receive and note a verbal update, together with data of attendance, from the Senior Youth Worker.

- d) 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)).

RECOMMENDED:

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

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

RECOMMENDED:

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

- f) Update on staffing, including training undertaken.

RECOMMENDED:

To receive and note a verbal report on staff, staff training from the Senior Youth Worker.

g) Update on volunteers at the Club.

RECOMMENDED:

To receive and note a verbal report on volunteers from the Senior Youth Worker.

h) Update on Music Studio, one to one music sessions, workshops and gigs.

RECOMMENDED:

To receive and note a verbal update on information, in respect of the Music Studio and one to one music sessions, from the Senior Youth Worker.

8. DATE OF NEXT MEETING

RECOMMENDED:

To note that a date is to be arranged by Doodle Poll for a meeting in early January 2027.