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To: - Members of the Youth Strategy Working Party: Councillors A Beaumont, C Brennan, M Burton, D Cooper and A Wait (substitute Cllr D Brassington)

c.c. All other Town Councillors.

Dear Councillor,

You are requested to attend a meeting of the **YOUTH STRATEGY WORKING PARTY** to be held in the Town Council Office on **TUESDAY 3RD MARCH 2026 at 5.30 P.M.**

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Dawn", enclosed in a simple oval scribble.

Dawn Drury
Town Clerk

24th February 2026

EMERGENCY EVACUATION PROCEDURE

Procedures will be presented at the start of the meeting.
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 Strategy Working Party meeting held on Thursday 29th January 2026 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. FORMING A YOUTH STRATEGY (Documents in One note and the Councillors SharePoint and available at the meeting)

The following information gives a recap from the last Youth Strategy Working Group meeting.

To note that Councillors preferred the layout of the Haringey Youth Strategy and that Keynsham Town Council's Youth Strategy should follow a similar format.

That the Header Sections be divided up and allocated to specific Officers and Councillors as follows to work on and bring back to this meeting:

- Strategy aims – Cllr Deb Cooper
- Focus – Target groups (age etc) for both Youth Service and Keynsham Now - completed by Town Clerk
- History of the Youth Service and KeynshamNow - completed by Town Clerk
- Delivery – Cllr Andy Wait
- Location – Town Clerk – completed by Town Clerk
- Review – Cllr Andy Wait

- Youth Voice (issues affecting young people) Also, pictorial images – Youth Support Worker and Business and Community Engagement Officer (for imagery and layout of the Youth Strategy document)
- Youth Work and its curriculum - Youth Support Worker
- Partnership working – Town Clerk
- Targeted Youth Support – Cllr Martin Burton
- Young people at risk – Cllr Martin Burton
- Health and Wellbeing of young people – Cllr Caitlin Brennan
- Arts and culture – Cllr Caitlin Brennan
- Community safety – NOTE: Town Clerk to check whether to include this!
- Parents, Guardians and Carers - Youth Support Worker
- Workforce planning – Town Clerk
- Pathways to support young people (careers, employment, college) – Cllr Martin Burton
- Needs assessment NOTE: Town Clerk to check whether to include this!
- Social Media Strategy – risk factors & staying relevant – Cllr Caitlin Brennan
- Safeguarding – Town Clerk and Youth Support Worker
- Governance -Cllr Martin Burton
- Performance measurement – Cllr Deb Cooper
- Measuring and tracking impact – Cllr Deb Cooper
- Youth democracy – Cllr Alex Beaumont

RECOMMENDED:

- (i) *That the Working Group review the draft Youth Voice Questionnaire, produced by the Senior Youth Worker, that was deferred from the last meeting.*
- (ii) *That the Working Group review the draft history of Timeout Youth Service and KeynshamNow, produced by the Town Clerk, that was deferred from the last meeting.*
- (iii) *That the Working Group review the draft focus section of the Youth Strategy produced by the Town Clerk.*
- (iv) *That the Working Group review the draft location Section of the Youth Strategy produced by the Town Clerk.*
- (v) *That the Working Group review the Youth Voice Poster that could be included within the Strategy.*
- (vi) *That the Working Group review any other sections presented by Councillors and Officers that will be circulated before the meeting and will be available in the SharePoint and OneNote.*

6. DATE OF NEXT MEETING

RECOMMENDED:

To note that a date is to be arranged by Doodle Poll for a meeting in early May 2026.