

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Strategy Working Party meeting held on Tuesday 3rd March 2026 at 5.30 p.m. in the Town Council Office

PRESENT: M Burton, D Cooper and A Wait.

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

44. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs A Beaumont and C Brennan.

45. DECLARATIONS OF INTEREST

Cllr Wait declared an interest as a mentor of KeynshamNow.

46. DISPENSATIONS

There were none.

47. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on Thursday 29th January 2026 be approved and signed by the Chairman.

48. FORMING A YOUTH STRATEGY

RESOLVED:

- (i) *That the draft Youth Voice Questionnaire, produced by the Senior Youth Worker be approved with two further questions:*
 - a. *Where do you find information from? (Add drop down box with response choices).*
 - b. *How would you like to be informed about issues? (add drop down box with response choices).*

The Working Group reviewed the Strategic Aims section produced by Councillor Cooper. Cllr Cooper explained that key words from each section could be drawn out as follows:

1. Wellbeing
2. Being heard
3. Safe place to meet
4. Project provision
5. Tackling change and challenges
6. Learning to lead on projects
7. Listening skills/empathy

8. Teamwork
9. Engaging with wider youth provision

(ii) That the Working Party approve the Strategic Aims section of the Youth Strategy with one amendment – point 7 change the word share to recognise.

The Working Party reviewed the Focus section produced by the Town Clerk.

(iii) That the Working Party approve the Focus section of the Youth Strategy with the follow amendments, deletions and additions:

- a. Remove the 4th and 5th paragraphs “aged 14 to 19 years old on Wednesdays and Thursdays from 6.00 p.m. to 8.00 p.m. on Fridays, sessions are available for 11- to 14-year-olds from 4.00 p.m. – 6.00 p.m. The main focus is to provide a setting for young people to meet, chat and spend time with friends”.*
- b. Add the word detached to the sentence “The Youth Service also provides school holiday, event-based outreach activity programmes during school breaks designed to involve young people in community settings and Outreach.*
- c. Amend the word focused in the KeynshamNow – Youth Council focus section to read: “KeynshamNow (Keynsham Town Council’s Youth Council) is a youth-led forum mirroring the work of the Town Council by giving young people in Keynsham a voice that’s heard by local decision-makers.*
- d. Bullet point commencing, Campaigning on local priorities delete “like reducing plastic waste, poverty” and add charity work, vaping, knife crime, anti-homophobia and equalities in general. Put these campaign issues into graphic format within the document.*
- e. Bullet point commencing, Community Projects – amend to read The Youth Council have had the responsibility of working collaboratively with the Town Clerk and the Council on improvement and refurbishment of a local play area and green space, demonstrating a practical role in shaping the town’s environment and amenities.*

The Working Party reviewed the History of the Youth Service and Keynsham Now section produced by the Town Clerk.

(iv) That the Working Party approve the History of the Youth Service and Keynsham Now section of the Youth Strategy.

The Working Party reviewed the Delivery section produced by Councillor Wait.

*(v) That the Working Party approve the Delivery section of the Youth Strategy with the following deletions, amendments and additions:
Point 2 change the word irregular to Other and add at the end of this point “complimented by school holiday activities”.*

The Working Party reviewed the Location section produced by the Town Clerk.

- (vi) That the Working Party approve the Location section of the Youth Strategy with the following deletions, amendments and additions:
First, sentence add "and leased by the Town Council from Bath and North East Somerset Council". Add photo of the TimeOut building. Enlarge the word TimeOut on the map (to make it clearer). At the end of paragraph 4, add – core activities include cooking, arts and crafts, pool, table tennis, music (in the two Music Studios), computer gaming, karaoke, quizzes, table top games and much more. Add some photos of core activities.**

The Working Party reviewed the Review section produced by Councillor Wait. This needs to be added to the end of the document.

- (vii) That the Working Party approve the Review section of the Youth Strategy.**

The Working Party reviewed the Youth Voice poster produced by the Town Clerk.

- (viii) That the Working Party approve the Review section of the Youth Strategy.**

The Working Party reviewed the Youth Work and its Curriculum produced by the Senior Youth Worker.

- (ix) That the Working Party approve the Youth Work and its curriculum section of the Youth Strategy.**

The Working Party reviewed the Targeted Youth Support produced by Cllr Burton.

- (x) That the Working Party approve the Targeted Youth Support section of the Youth Strategy.**

The Working Party reviewed the Young People at Risk Section produced by Cllr Burton.

- (xi) That the Working Party approve the Young People at Risk section of the Youth Strategy.**

The Working Party reviewed the Pathways to support young people (careers, employment, college) Section produced by Cllr Burton.

- (xii) That the Working Party approve the Pathways to support young people's section of the Youth Strategy.**

The Working Party reviewed the Governance Section produced by Cllr Burton.

- (xiii) That the Working Party approve the Governance section of the Youth Strategy.**

The Working Party reviewed the Performance Measurement Section produced by Cllr Cooper.

- (xiv) *To note that further on in the production of the Youth Strategy document, the Working Party revisit the strategic aims and put in some measurable objectives and detail how each of these objectives are measured and noting the tools that may be used to measure performance e.g. Event and Activity User feedback*

That the sections on Community Safety, Needs Assessment and Measuring and Tracking Impact be removed from the document.

Sections still to be completed:

- Partnership Working – to be produced by the Town Clerk (add some graphics - logos)
- Health and Wellbeing of young people - to be produced by Cllr Brennan
- Art and Culture - to be produced by Cllr Brennan
- Parents, Guardians and Carers – to be produced by the Senior Youth Worker
- Social Media Strategy – risk factors & staying relevant to be produced by the Senior Youth Worker
- Safeguarding - to be produced by the Senior Youth Worker and the Town Clerk
- Performance Measurement – to be completed from Strategic Aims approved detailing how objectives will be measured– to be produced by Cllr Cooper
- Youth Democracy – to be produced by Cllr Beaumont
- Staff Training – To be produced by the Town Clerk and Senior Youth Worker
- NB. To revisit the Performance Measurement section.

49. DATE OF NEXT MEETING

RESOLVED:

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

The meeting finished at 6.20 p.m.

Signed: (CHAIR)

Date: