

KEYNSHAM TOWN COUNCIL

Minutes of the Youth Service Committee meeting held on Wednesday 24th June 2026 at 5.00 p.m. in the Town Council Office

PRESENT: Councillors Caitlin Brennan, Deb Cooper and Andy Wait.

IN ATTENDANCE: Dawn Drury (Town Clerk), Ella Bower (Senior Youth Worker) and Cllr Andy Halliday.

1. ELECTION OF CHAIRMAN 2026/2027

RESOLVED:

That Cllr Caitlin Brennan be elected Chair for the Youth Service Committee for the Municipal Year 2026/2027.

2. ELECTION OF VICE CHAIRMAN 2026/2027

RESOLVED:

That Cllr Alex Beaumont be elected Vice Chair for the Youth Service Committee for the Municipal Year 2026/2027.

3. MEMBERSHIP OF THE YOUTH SERVICE COMMITTEE 2026 – 2027

Councillors Alex Beaumont, Caitlin Brennan, Martin Burton, Deb Cooper and Andy Wait. Substitutes Cllrs Edmund Cannon and Andy Halliday.

RESOLVED:

To note the members of the Youth Service Committee for the Municipal Year 2026/2027.

4. APOLOGIES FOR ABSENCE

RESOLVED:

To note that apologies were received and accepted from Councillors Alex Beaumont and Martin Burton.

5. DECLARATIONS OF INTEREST

RESOLVED:

To note that Cllrs Caitlin Brennan and Andy Wait declared an interest in agenda item 5, KeynshamNow, as Mentors of the organisation.

6. DISPENSATIONS

There were none.

7. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Youth Strategy Working Party meeting held on Tuesday 24th March 2026 (previously circulated) be confirmed as a true record and signed by the Chairman.

8. TERMS OF REFERENCE

RESOLVED:

- (i) To receive, note and review the Terms of Reference of the Committee.*
- (ii) To recommend the Terms of Reference to full Council for approval.*

9. UPDATE FROM KEYNSHAMNOW

The following update from KeynshamNow was given:

- A young person named Jacob attended KeynshamNow and spoke to the members about homophobia. It was unfortunate that numbers were low at this meeting due to the Broadlands School members being away due to a school trip. Ella asked to be put in touch with Jacob to invite him to speak with the young people at TimeOut.
- The May and June attendance numbers were a bit low due to exam time at the schools. At these meetings members planned activities for the forthcoming Music Festival. The activities will include guessing how many teddies there are in the car competition and a slot machine game raising funds for Young Bristol. A copy of the piano tour programme was requested.
- Tilly is the current Ambassador for Wellsway School, but someone else may need appointing when she goes to university and Neil Cuncliffe has been appointed as the Ambassador for Broadlands Academy.
- Issues discussed at recent meetings including bin fires, bus on the A4 being delayed due to roadworks, the recent fire at Treetops, the basketball court at Teviot Park, defibrillators, Christmas lights, climate change and what the world would look like in 20 years' time. There were no litter picks in June.
- KeynshamNow have made contact with Chippenham Youth Council and a video call between the two Youth Council's is to be arranged.
- Ella will be attending KeynshamNow on 1st July to introduce herself to young people.

RESOLVED:

To receive and note the update on KeynshamNow matters.

10. REVIEW OF KEYNSHAMNOW PRACTICES

RESOLVED:

To defer this matter to the next meeting of the Youth Service Committee.

11. YOUTH SERVICE UPDATE

a) Update on the Centre – facilities and resources.

- Recently the Centre has been quieter on Wednesdays and Thursdays – lots of the older cohort have now either aged out or are getting ready for their A-levels.
- TimeOut is also unfortunately quieter on Fridays as lots of the usual young people have been going to the Cricket Club when the weather is good and numbers are much higher when the weather is bad.
- New uniform has arrived.
- Outreach has started again and is going well (Tuesdays 6-8pm) – The Youth Workers are finding most young people are spending time around the High Street and Skate Park.
- The Centre is still being used to its full extent. Table tennis table, pool table, kitchen, music studio.

RESOLVED:

To receive and note the update on the Centre.

b) Update on Tuesday evening sessions & any joint working with outside agencies/organisations since 24th March 2026.

- Outreach has started again.
- Youth Connect South West still pop into Friday sessions occasionally on Outreach.
- Ella (Senior Youth Worker) is attending the bi-weekly meetings with BANES' Child Exploitation Team where organisations share information about young people in and around town and any ongoing risks.
- Ella has a meeting booked at Broadlands to encourage more young people to attend.
- Ella is attending the Youth Guarantee Roadshow organised by Youth Trailblazer on the 9th July and will have a stall set up to again encourage more local young people to attend, specifically focused on young people who are NEET.

RESOLVED:

To receive and note the update on Tuesday evening sessions.

c) Update on all activities that have been provided at the TimeOut Youth Centre between 24th March 2026 – 24th June 2026 including details of any workshops.

The Senior Youth Worker reported the following:

- Maggie still cooking every Wednesday with one cultural evening a month.
- There is an ongoing pool competition – This is particularly popular with the Thursday group and a certain group from the Friday session.
- Tote bag painting and T-shirt painting.
- Young people have been requesting certain meals that they'd like to learn how to cook and have been leading the cooking on a Thursday.
- TimeOut have recently done a few Friday sessions in the park and taken sporting equipment and painting over.
- The young people have been contributing to the creation of a TimeOut cookbook, filled with recipes that have been made in the Centre. TimeOut members hope to sell these at the Keynsham Music Festival if the young people are happy to sign off on it in time.
- Young people have particularly been enjoying using the airdry clay to create some great pieces – as well as making mood boards and vision boards.

RESOLVED:

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

d) Update on Centre activities and workshops to be held from 24th June 2026.

- Running a sports club every other Friday throughout the summer to keep the young people active whilst not in school.
- In communication with an organisation who bring animals in to arrange a visit.
- Young people have started writing meal plans for what they would like to learn how to make during sessions, so this is being coordinated for the upcoming months to ensure we work with them on every recipe.
- A picnic and water fight will take place the week after schools break up.
- TimeOut are arranging for a company who run nerf gun competitions to come out and put on an afternoon event.
- More baking workshops will take place – the young people are enjoying learning how to bake different things.
- Mocktail workshop.
- Off The Record BANES will hopefully be coming in to do a workshop in August.
- Ella is meeting with someone from Bath Mental Health Research group who would like to come in to do a workshop.
- A Comic Book workshop is planned with a lady who designs comic books (date yet to be confirmed).

e) Update on the sessions:

Tuesday night – 6 – 8 p.m. – Ella, Megan, Kate, Jamie and James

Wednesday night - 6 – 8 p.m. – Ibby, Jamie, Andrew and Maggie

Thursday night - 6 – 8 p.m. – Ella, Ibby, Kate, Teri, James and Jamie

Friday evening – 4 – 6 p.m. – Ella, Teri, Rosie, Megan, James and Esme

Attendance numbers:

14-19 Wednesdays – 74 attendances over 8 sessions since 24/03/26 (14 session hours) (approx. 10 people per session)

14 – 19 Thursdays – 56 attendances over 11 sessions since 24/03/26 (22 session hours) (approx. 5 people per session)

11-14 – Fridays – 137 attendances over 10 sessions since 24/03/26 (18 session hours) (approx. 15 people per session)

RESOLVED:

To receive and note the update on the sessions, including the attendance data.

f) Update on any funding applications submitted or to be submitted.

- TimeOut is currently still using the Quartet Grant for our sports sessions. We have until the end of July to continue using this.
- TimeOut have been granted HAF funding which is going out soon.
- TimeOut will also be working with FareShare (a food organisation) who will provide us with fresh produce to cook with.

RESOLVED:

To receive and note the update on funding applications.

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

- TimeOut is remaining within/under our monthly budget.
- Maggie is still being reimbursed for any money spent on cooking items for her volunteer cooking sessions.

RESOLVED:

To receive the update on financial matters in relation to the running of the Club, including use of petty cash and volunteer cooking sessions.

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).

- Ella and Rosie completed their NYA Level 2 Youth Course.
- All staff have completed Workplace First Aid and Challenging Behaviour Training.
- Kate and Megan have completed Level 1 Food Hygiene and Safety and GDPR training.
- Kate and Megan are great in the Youth Centre and work really well with the young people.
- Sports coach is still being paid out of the Quartet Grant, he hasn't been in for a few weeks but will be returning in the coming weeks to run sports sessions over the summer.
- TimeOut will hopefully have two new volunteers starting over the coming months.

RESOLVED:

To receive and note an update on staffing matters.

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

- Music Studio is still used every session.
- Currently there are no one to one music sessions taking place. Council is still waiting for the Lease to be sorted.
- Unfortunately, none of our young people that attend TimeOut were up for performing at the Music Festival.

RESOLVED:

To receive and note the update on the Music Studio.

12. DATE OF NEXT MEETING

RESOLVED:

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

The meeting finished at 5.35 pm.

Signed: (CHAIR)

Date:

DRAFT