



St Andrews Parish Council

Draft Minutes of the Youth Committee Meeting
Held on Monday 2nd October 2023 at 7:30pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Cllr Dan Adams, Cllr Kola Beyioku (Chairman), Cllr Paul Morris and Cllr Bradley Williams

Officer Present: Debbie Braiden (Deputy Clerk)

Public Present: None

11. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jake Chandler.

12. DECLARATIONS OF INTEREST

None received.

13. MINUTES

All members approved and **RESOLVED** the minutes as a true record for the meeting held on 26th July 2023 and duly signed by the Chairman.

14. PUBLIC RECESS

None present.

15. YOUTH PROGRAMME

a) Members received an update from the Deputy Clerk, who confirmed that she had a physical meeting with an officer from Community First. She brought a folder containing all the relevant policies and procedures, links for DBS checks and safeguarding training. The Deputy Clerk will amend the documents to fit for St Andrews Parish Council and then put them forward for approval.

b) Members discussed the following: -

i. All **RESOLVED** to invite and add, Year 6 to the age groups previously approved in the last meeting. This means the Years included are now 6 to 8 & Years 9-11.

ii. **RESOLVED** for the youth club to be held once a week with days to be agreed with Redhouse Community Centre.

iii. Following receipt of comments from the Chairman of the Council, members held an in-depth discussion regarding the charge. Members gave reasons of why they believe there should be a charge.

RESOLVED

To have an entry fee of £1 per visit.

To include on the registration, form some wording to assist anyone who was financially unable to send their child, for example Pupil Premium Grant.

iv. Following receiving feedback from the Clerk who held concerns for the administration of having tokens for entry, members discussed this further. They agreed the management of the token would be difficult and **RESOLVED** in principle and if viable, to have online payments available instead, with a caveat that parents could choose how many weeks they would like to pay for. It was noted that an annual membership would be too costly for parents to pay a year's membership upfront. Members requested for Full Council to agree for all entry funds collected to go into the youth club pot to enable trips out etc.

- c) Members discussed the free Emergency First Aid training through Community First. It was **RESOLVED** for some of the volunteers to attend.
- d) Members noted that the Grounds Maintenance Manager had obtained a large, free wooden shed for extra storage on site at Redhouse Community Centre.
- e) Members discussed the following for the next stage of the youth club: -
 - i. Cllr Morris updated members and confirmed he had spoken with the Redhouse Community Centre Manager regarding timings and days. Members **approved** to give the Deputy Clerk delegated authority to move forward with this as it depended on the documents, such as Risk Assessments, insurance, policies etc. all being in place.
 - ii. Members discussed ways of advertising the youth club and **agreed** to all possible avenues, the first being the press such as the Swindon Advertiser and The Link. It was **voted** not to hold an open parents evening. Release a poster to all the schools and add to website and notice boards. If possible, to gain an interview with local tv station.
 - iii. All members present volunteered to put themselves forward for DBS checks and safeguarding training along with the Deputy Clerk to back up the volunteers when required.
 - iv. Members discussed appropriate names and finally **RESOLVED** the name as, St Andrews Parish Youth Club (SAP) for short. It was noted that a future competition could be held with the children to come up with perhaps a new name and a logo for the youth club.
 - v. It was **RESOLVED** for delegation be given to the Deputy Clerk to complete the official forms required for registration.
 - vi. Members **RESOLVED** in principal, the draft version of the safeguarding policy (copy attached to the Minute Book) and request that the final and completed policy be circulated to members.
 - vii. It was **RESOLVED** to include individuals in the youth group with Special Educational Needs & Disabilities (SEND) up to the age of 24 to ensure the youth club is inclusive.
- f) Members noted the range of age groups of 6–11-year-olds who attended the summer BEST activities. They were very pleased with the total number of attendees. They also noted that when the youth club becomes operational, a full range of age groups will have activities available to them through the parish council.

16. FINANCE & FUNDING

- a) Members noted that BEST would not be raising their rates for the forth coming year. The Chairman requested that the Deputy Clerk write and thank them.
- b) It was noted that the Clerk's application to the National Lottery Fund was declined.
- c) Members discussed and **RESOLVED** the schedule of projected activities which included the October and February 24 half-terms and next year's holidays. These activities are: two BEST sessions in both October and February half terms, and an art session in October/November time. (A copy of an estimated activity and expenditure schedule is attached to the Minute Book.)

- d) Members noted that reference to a tuck shop had not been accounted for and should this be considered for inclusion in the budget. Following various discussions, it was **RESOLVED** for the volunteers to decide if they want a tuck shop and run. Considering the schedule of activities members would like to provide for next year, it was **RESOLVED** to request a budget of £7,500 for 2024/25 at Full Council.
- e) All **RESOLVED** for the purchase of the table tennis at £50, however, Cllr Beyioku updated the committee and confirmed when he picked up the table tennis, he was told it was free with no charge.
- f) Members agreed and **RESOLVED** for expenditure of £200 to enable the re-erection of the large wooden shed acquired by the Grounds Maintenance Manager.

17. YOUTH ENGAGEMENT

- a) The Deputy Clerk confirmed the school visit was still booked and members confirmed they would be there. They confirmed they were happy with the school assembly question sheet.
- b) The Deputy Clerk announced that there had been a delay with the outreach sessions by Swindon Borough Youth Workers. It is hoped the visits will be completed by end of October followed by a report.
- c) Outdoor gym youth event – Members **RESOLVED** for BEST to hold an hour's session at the outdoor gym targeting older youth at a cost of £70. The Deputy Clerk will arrange a date with BEST and advertise the event.
- d) Members noted Cllr Heyes request to use more of the parish council's assets and all agreed as per c) above, being the first event for this.
- e) Forest school – Cllr B Williams confirmed that he has not yet received the relevant information and requested that this be addressed on the next agenda.
- f) It was noted that the tree contractor will arrange the community engagement tree planting days in the parish.
- g) Arts and Crafts workshops: -
 - i. Members received the Deputy Clerk's report for consideration.
 - ii. Members received the report for providing art lessons (copy attached to the Minute Book). It was **RESOLVED** to engage Michaela Norton's Art to provide art lessons @£30 per hour.
 - iii. It was agreed and **RESOLVED** to hold one art session per month by Michaela's Art @ £30 per hour, with other classes for different subjects such as crafts/music to be reviewed and added.

18. LITTER PICKING

Cllr B Williams confirmed he would be joining the local litter picks including the monthly Tadpole litter pick and invited the other members to attend.

19. YOUTH STRATEGY

St Andrews Parish Council draft youth strategy – Cllrs Beyioku & Williams requested that this be deferred for the next meeting.

DATE OF NEXT MEETING – 18th December 2023

The meeting closed at 9.10 pm.

Chairman _____

Date _____