

THE MINUTES OF THE MEETING OF
COXHOE PARISH COUNCIL YOUTH STRATEGY GROUP COMMITTEE
HELD ON WEDNESDAY 24th JANUARY 2018

Councillors Present: Cllr S Dunn (Chair), Cllr K Simpson, Cllr W Lavelle, Cllr E Cutter

Also present: I Thompson (Youth Worker), S Davison (Auxiliary Youth Worker), R Wadge (Auxiliary Youth Worker), L Lyons (Auxiliary Youth Worker), C Picken (Auxiliary Youth Worker), C Llewelyn (Parish Clerk).

1. **TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies: Cllr S Downham, Cllr B Hepplewhite, Cllr C Thirlaway, J Green.

2. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

No declarations of interest were received.

3. **REVIEW OF YOUTH PROVISION AND YOUTH COUNCIL UPDATE**

RESOLVED (A) that Terms of Reference should be placed on future agendas and should be developed by this group and would include ensuring young people are able to give their opinions and have a voice.

The Youth Worker gave a written update of youth provision including figures for sessions offered and that behaviour work has begun and is continuing; **FURTHER RESOLVED (B)** that he put together figures for the full year of 2017 and pass these to the Clerk and Web Administrator for publicity.

FURTHER RESOLVED (C) to ask young people what they want from their youth clubs and Clerk to arrange a session at each location where parents are invited in to give their views in late February/March.

FURTHER RESOLVED (D) to investigate whether an Active Life member of staff could work alongside the current staff team to offer different sports.

4. **YOUTH PROVISION AT COXHOE**

Included in Youth Worker's Report under item 3.

5. **YOUTH PROVISION AT QUARRINGTON HILL**

Included in Youth Worker's Report under item 3.

6. **SUMMER PROGRAMME**

RESOLVED the Committee should investigate demand and look at what could be provided, Wendy to investigate what other AAPs have done.

7. **RECORD KEEPING UPDATE**

RESOLVED (A) that the Youth Worker, Clerk and Auxiliary Youth Workers bring to the next meeting the annual risk assessment of youth provision.

FURTHER RESOLVED (B) this Committee to consider further training including possibility of Youth Work training.

8. **YOUTH BUDGET, FINANCIAL RECORD KEEPING AND BANKING ARRANGEMENTS**
Wendy advised there is £3,000 funding from the AAP; **RESOLVED (A)** to note this and to consider at future meetings how it is best used.

Other funding streams are available for example Key Fund and County Durham Foundation; **FURTHER RESOLVED (B)** to note this and to apply to these as required.

FURTHER RESOLVED (C) to maintain Youth Club banking as part of the Parish Council's banking system but that the Youth Service should cultivate its own identity.

FURTHER RESOLVED (D) to have a tuck shop which staff will oversee; Cllr Simpson could help with stock purchasing.

FURTHER RESOLVED (E) to note that it may be efficient to get a credit card to use for purchasing, with appropriate audit trail.

FURTHER RESOLVED (F) Youth Worker to contact School Sports Partnership.

FURTHER RESOLVED (G) that staff can contact other groups to discuss joint trips.

9. **EQUIPMENT AND STOCK REVIEW**

RESOLVED (A) that the staff have up to £1700 to spend on the equipment that is needed for both locations.

FURTHER RESOLVED (B) Youth Service staff to agree what Walkie Talkies they want and buy them; investigate what Active Life use and **FURTHER RESOLVED (C)** that staff give details of everything that has been bought and what else needs to be bought at the next meeting.

10. **NATIONAL OCCUPATIONAL STANDARDS FOR YOUTH WORK**

RESOLVED Youth Worker to provide further information on these to the Committee.

11. **RECRUITMENT/STAFFING UPDATE**

No current recruitment.

12. **CONSIDERATION OF RESPONSIBILITIES FOR STAFF**

RESOLVED (A) that the Parish Council will be reviewing and implementing policies and risk assessments to support the work of the Youth Service, and **FURTHER RESOLVED (B)** the Clerk will send policies which directly impact on youth provision to youth staff and Committee members for consideration and feedback.

13. **DATE AND TIME OF NEXT MEETING**

RESOLVED the next meeting will be on Wednesday 28th February at 6.30pm in the Parish Room, Coxhoe Village Hall.

CERTIFIED AS A TRUE RECORD

CHAIR

DATE