

## **Coxhoe Parish Council Meeting Minutes: Youth Strategy Group Committee**

Date & Time: 16 September 2021 6.00pm

Venue: Coxhoe Village Hall

Councillors present:

K Lowes (Chair), S Dunn, K Simpson.

Also present:

S Graham, Youth Team Leader; C Llewelyn, Parish Clerk.

No members of the public attended the meeting.

### **Y108 To confirm the Chair for the Committee**

It was **Resolved** that Councillor K Lowes would be the Chair of this Committee.

### **Y109 To receive meeting safety information, to agree the willingness to hold the meeting and to note the Parish Council Public Participation Policy**

It was **Resolved (1)** the information about meeting safety was noted and those present were willing to hold the meeting. It was further **Resolved (2)** that the Public Participation policy was noted.

### **Y110 To note apologies**

Apologies were received from Councillor Slater and Councillor Barber. It was **Resolved** the apologies were noted.

### **Y111 Declarations of interest in items on the agenda**

Councillor Dunn declared an interest as a Director of Active Life. Councillor Lowes declared an interest as a relative is employed in the Youth Service. It was **Resolved** the declarations of interest were noted.

### **Y112 To note the Committee's Terms of Reference**

It was **Resolved** the terms of Reference were noted.

### **Y113 To confirm the minutes of the meeting of this Committee held on 18 March 2021**

It was **Resolved** that the minutes of the Youth Strategy Group Committee held on 18 March 2021 be approved, confirmed and signed as an accurate record.

### **Y114 Public Participation**

No members of the public were present.

### **Y115 Review of Youth Provision**

a) Coxhoe, Quarrington Hill and Zoom Youth Clubs

The Youth Team Leader had prepared a report and gave a verbal update. It was **Resolved** the report and the update were noted.

b) Youth Club Action Plan

The Clerk and the Youth Team Leader had updated the Action Plan. The following were **Resolved**:

(1) to note that the Clerk and Youth Team Leader are auditing risk assessments and will assess training needs once the staff team is settled.

(2) Officers to approach Councillor Ashworth for potential ideas on funding opportunities.

(3) to note that volunteers will be actively sought once the staff team is settled.

(4) to note the Action Plan.

(5) the Clerk and Youth Team Leader to update the Action Plan in advance of the next Youth Strategy Group Committee meeting.

c) Youth Council and Ambassadors

The Youth Team Leader advised that Ambassadors are in place and working well now face to face sessions have resumed.

It was **Resolved** to note the information.

### **Y116 Programme**

a) Termly planning and dates

Planning and dates were discussed, along with the need for Officers to be able to flexibly plan and react to circumstances. It was **Resolved** to confirm that Officers have flexibility to plan the service and to react to circumstances as necessary.

b) Holiday activities

Ideas were discussed including Halloween activities. It was **Resolved** to note the information.

### **Y117 Engagement with young people including those who are seldom heard, parents and the community**

A brief discussion took place including that engagement at Quarrington Hill is increasing greatly. It was **Resolved** to note the information.

### **Y118 Youth budget, staffing and funding**

a) Budget

A budget document had been circulated. It was **Resolved** to note the budget.

b) Staffing

The Clerk updated Councillors on staffing as the Youth Team Leader and Youth Worker are now in place; recruitment is to take place for an Auxiliary Youth Worker. It was **Resolved** to note the update.

c) Grant applications

There were no funding applications currently to discuss. It was **Resolved** to note the information.

### **Y119 Staff and Volunteer Feedback**

There was no other staff or volunteer feedback.

**Y120 Date and time of next meeting:** Thursday 20 January 2022 at 6.00pm

The meeting closed at 6.45pm.

**Certified as a True Record:**

**Chair (Sign)**

**Date**