



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH CLUB MANAGEMENT COMMITTEE HELD AT BANWELL CHILDREN'S CENTRE AT 7.00 P.M. ON THURSDAY 22nd June 2017

Present: Cllrs Jo Arnold, Paul Blatchford, Angela Haden, Paul Harding, Jim Weston and Richard Tolmie (co-optee).

In attendance: Mike Jordan (Youthworkz), Liz Shayler (Clerk).

20/17 To appoint a Chairman for the Youth Club Management Committee for 2017/18 (agenda item 1)

Resolved: To appoint Jo Arnold as Chairman.

The resolution was correctly proposed and seconded (Unanimous)

21/17 To appoint a Vice-Chairman for the Youth Club Management Committee for 2017/18 (agenda item 2)

Resolved: To appoint Paul Harding as Vice Chairman.

The resolution was correctly proposed and seconded (Unanimous)

22/17 To receive apologies for absence: (agenda Item 3)

No apologies were received.

23/17 To receive declarations of Interest (agenda Item 4)

There were no declarations of interest received.

24/17 To approve the minutes of the meeting held on 27th April 2017 as a correct record of the meeting (agenda Item 5)

Resolved – That the minutes be approved as a correct record of the meeting.

The resolution was correctly proposed and seconded (4 in favour with 1 abstention due to absence)

The minutes of the meeting were signed by the Chairman as a correct record.

25/17 To invite public participation (agenda item 6)

No members of the public were present

26/17 Exchange of information (agenda item 7)

- (i) Youth Club would like to organise a welcome back session in September this to be discussed at the next meeting in August.
- (ii) Snow Club contacted the Clerk concerning Youth Club but had been informed that the age range was too low.

- (iii) The Chairman attended the Children's centre partnership meeting. The Children's centre would like to liaise with Youth Club on the healthy eating board.
- (iv) The Children's centre would like to purchase a Cupboard to be located in the outside area. The committee commented on the fact that there used to be outside storage however this was vandalised and had to be thrown away. Concerns were raised that this would happen again. A suggestion was to rationalise the indoor storage space. The Chairman to liaise with the new children's centre manager.
- (v) The Youth Club Committee walked about the Children's centre and concern was raised that there is no distinct youth club area. A lot of Children's Centre equipment was left out including a display featuring soiled nappies. The Chairman will liaise with the new Children's Centre Manager to look at ensuring there is a Youth Club area which they feel is theirs.

27/17 To complete the Youthworkz bimonthly appraisal process (agenda item 8)

The bimonthly appraisal process was completed resulting in a satisfactory outcome (see attached sheets)

28/17 To review and approve the following documents (agenda item 9);

i. Youth Club Committees terms of reference

Resolved – That the Youth Club Committees terms of reference be approved

The resolution was correctly proposed and seconded (Unanimous)

ii. Banwell Youth Club's Outside Complaints Policy

Resolved – That the Youth Club Outside Complaints Policy be approved

The resolution was correctly proposed and seconded (Unanimous)

iii. Banwell Inventory

To be postponed until the next meeting to enable Youthworkz to go through the inventory.

29/17 The discuss and make a recommendation to full council concerning the purchase and installation of a speed bump at the entrance to the Children's Centre Car-park (agenda item 10).

Chair to liaise with the Children's centre concerning repainting of the car parking spaces.

Resolved: to recommend to full council the purchase and installation of a speed bump at the entrance to the Children's Centre Car-park.

The resolution was correctly proposed and seconded (Unanimous)

30/17 To note the Youth Club budget (agenda item 11).

The Youth Club budget was noted.

31/17 Date of Next Meeting (agenda item 12)

Thursday 24th/31st August at 7p.m depending on whether Cllr Haden is able to attend.

The meeting closed at 7:55pm.

Chairman.....

Date.....

YOUTHWORKZ – BIMONTHLY REVIEW OF PERFORMANCE

Period under review 27th April 2017 to June 19th

1. Are all contracted sessions being held? **Yes** / No
Comments; See Youthworkz report
2. Are the numbers attending increasing? **Yes / No**
Comments; Numbers are inconsistent but average is staying the same
3. Is a comprehensive range of activities being organized? **Yes** / No
Comments..... See Youthworkz report
4. Are YOUTHWORKZ demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No
Comments..... See Youthworkz report
5. YOUTHWORKZ arranging activities outside of the village? **Yes** / No
Comments... See Youthworkz report
6. Are YOUTHWORKZ seeking other sources of funding for Youth Club activities? **Yes** / No
Comments; See Youthworkz report
7. Is any feedback from users/parent's positive? **Yes** / No
Comments; Positive comment on Facebook
8. Have any complaints been received about the service? Yes / **No**
Comment;
9. Have there been any behavioural issues at the Youth Club including damage? Yes / **No**
Comments... See Youthworkz report
10. Have any unannounced visits been made by Committee members since the review? **Yes/No**
The Vice Chair visited on the 6th June 2017. Children were doing a variety of activities one of which was making pompom's. He reported that the children were enjoying the activity and were engaged. Youthworkz reported that the young people had enjoyed it so much that it had been repeated this evening.
11. Any other comments:
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YOUTHWORKZ
 - Jo and Mike to run the Olympic Day Stall.
 - Youthworkz to look at staffing costs for staffing on residential.
 - Youthworkz to purchase a digital camera
 - Youthworkz to liaise with the Children's Centre concerning healthy eating display board.
 - Fundraising bag pack on the 1st/2nd September 2017.
 - Jean to go in to Banwell School and talk to assembly about Youth Club.
14. Action points for Youth Club Management Committee
 - Running the Olympic Day Stall
 - Liaise with the children's centre concerning storage and blah blah

- The Clerk with developing youth centre web page.
- Clerk to ask Mike to post on Facebook when the next meeting is scheduled to try and attract more parental involvement.
- Chairman to liaise with the new Children's Centre Manager concerning storage space and Youth Club area.

Signed.....

Date.....

Banwell Youth Club – Youthworkz Report – June 2017

Attendance Figures

The numbers of young people attending continues to remain stable throughout the week. Mike to provide a breakdown of the attendance since December. Youth club was closed during the half term holiday.

Recent Programme

- Since the last meeting, the programme has included:
- DVD night, youth café, charades, fruits salad, fruit kebabs, vegetable printing, graffiti art, t-shirt art, pom poms, ten-pin bowling, board games, camouflage art, team games, hama beads, felt art and cooking.
- Monday nights beauty night including: hair, make-up, glitter tattoos, glitter body art, nails, facial scrubs
- Monday nights forest skills including: hot chocolate, camp-fire, rope swing, scavenger hunt

Behaviour

Behaviour continues to be outstanding. There have been no serious incidents.

Club times

Monday night	Year 5 – 9	5:30pm until 8pm	Cost £1.50 (or £1)
Tuesday night	Year 5 - 9 (Once a month we will run a trip)	5:30pm until 8pm	Cost £1 (or 50p)
Thursday night	Years 5 – 9	5pm until 7pm	Cost £1.50 (or £1)

Summer plans

Open for first two weeks as normal. During the third week a range of trips to include: cinema visit, bowling, laser quest, swimming, mini-golf, etc. Young people to pay for activities.

Year 4 Taster Sessions

Mike to explain possible plans to the committee.

Fundraising

Asda has given two possible dates for a bag-pack – many volunteers needed please

Mike has completed a Waitrose fundraising card for Youth Club

Forest School fundraising put on hold – no young people wanted to go to the Monday night forest skills session.

Staffing

Monday night – Mike Jordan, Jo Larder and Gene Sprague

Tuesday night – Mike Jordan, Gene Sprague and Jo Larder

Thursday night – Mike Jordan and Jo Larder

Mike Jordan

Youthworkz

Banwell Youth Club