



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 30th SEPTEMBER 2017

Present: Cllrs Jo Arnold, Paul Blatchford, Angela Haden and Paul Harding.

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

42/17 To receive apologies for absence: (agenda Item 1).

Apologies were received from Cllr Weston.

43/17 To receive declarations of Interest (agenda Item 2).

There were no declarations of interest received.

44/17 To approve the minutes of the meeting held on 21st September 2017 as a correct record of the meeting (agenda Item 3).

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

The resolution was correctly proposed and seconded (3 in favour with 1 abstention due to absence)

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

45/17 To invite public participation (agenda item 4)

No members of the public were present

46/17 Exchange of information (agenda item 5)

- (i) **Internal audit** – The Clerk reported that the Internal auditor has asked for documentation showing how the subscriptions are calculated. Youth Club will attach sign in sheet to staffing invoice.
- (ii) **Speed bump** – The Clerk reported that both North Somerset and the groundworks contractor had produced solutions xxx. These will be presented to council in December.
- (iii) **Richard Tolmie** – The Clerk informed the committee that unfortunately, after many years' service to the Parish Council and Youth Club Committee, Richard Tolmie has tendered his resignation. The Chairman thanked Mr Tolmie for all his years' service and the Clerk was asked to write a letter expressing the Committees thanks.
- (iv) **Cage surrounding the tanker.** The Committee looked at the cage. It was noted that it wasn't locked and opened onto the tanker. The Clerk was asked to look at Childrens Centre Outside Risk Assessment and contact the Childrens Centre.

47/17 To complete the Youthworkz bimonthly appraisal process (agenda item 6)

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

The resolution was correctly proposed and seconded (Unanimous)

48/17 To discuss the procedure for unexpected / short notice Youth Club closures (agenda item 7).

Resolved – That Youthworkz to contact the Clerk, the Chairman and parents of Youth Club members. The Clerk to update Facebook, the notice boards and website.

The resolution was correctly proposed and seconded (Unanimous)

49/17 To discuss the success of Low Charge November (agenda item 8).

It was felt this had been hugely successful. Even though there is a clash with football club on a Monday then due to the 50p entrance some of the young people were choosing to come after football.

Resolved – That the subscriptions are trialled at 50p a session for 6 months.

The resolution was correctly proposed and seconded (Unanimous)

50/17 To agree the renewal of the TV licence from the programme's budget (agenda item 9).

Resolved – That the TV licence be paid from the Youth Club's programme budget.

The resolution was correctly proposed and seconded (Unanimous)

51/17 To discuss the purchase of a Youth Club banner/sign from the programme budget (agenda item 10).

Resolved – That present Youth Club create some sign and banner design ideas. The Clerk to contact North Somerset concerning erecting signs in the car park and on the side of the building.

The resolution was correctly proposed and seconded (Unanimous)

52/17 To discuss ideas for the redecoration of the Den (agenda item 11).

Youthworkz to work with Youth Club members to design the space and bring to a future meeting.

53/17 To discuss the Children's Centre ideas for the outside area (agenda item 12)

The Chairman updated the committee on the Children's Centre's Plans.

Resolved – That although the committee supported the Children's Centres initiatives they felt that they should be temporary structures which could be moved inside and outside as required. It was felt any permeant structures must respect the other users of this space. The Clerk to write to the partnership group in regards to the present lease.

The resolution was correctly proposed and seconded (Unanimous)

54/17 To discuss the Children's Centre request for additional car-parking (agenda item 13)

Clerk to contact North Somerset for advice concerning whether the car parking could be looked at.

55/17 To agree the 2018/2019 Youth Club budget to present to the Parish Council (agenda item 14).

Resolved – That a Youth Club budget of £14,000 be presented to Council for inclusion in the 2018/2019 budget.

The resolution was correctly proposed and seconded (Unanimous)

54/17 To note the youth club budget (agenda item 15).

The Youth Club budget was noted.

55/17 Date of the next meeting (agenda item 16).

Resolved – That the next meeting will be on 22nd February 2018.

The resolution was correctly proposed and seconded (Unanimous)

The meeting closed at 8pm.

Chairman.....

Date.....

YOUTHWORKZ – BIMONTHLY REVIEW OF PERFORMANCE
Period under review September 22nd, 2017 to 30th November 2017

1. Are all contracted sessions being held? Yes / **No**
Comments; Halloween closure due perceived non-attendance and staffing issue.
2. Are the numbers attending increasing? **Yes** / No
Comments; See Youthworkz report
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..... Open over half term
5. YOUTHWORKZ arranging activities outside of the village? **Yes** / No
Comments... Bag packing
6. Are YOUTHWORKZ seeking other sources of funding for Youth Club activities? **Yes** / No
Comments... See Youthworkz report and co-op funding.
7. Is any feedback from users/parents positive? **Yes** / No
Comment - The Clerk reported to the committee that a phone call had been received praising Youth Club; their commitment to young people and how much her daughter was enjoying attending.
8. Have any complaints been received about the service? Yes / **No**
Comments...
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 Chairman reported that young people were all engaged and on task. Very calm and structured with everyone having fun.
11. Any other comments:
 - PCSO Mitchell has visited twice in the last month, Mike has asked her to become more involved in delivering the community policing.
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YOUTHWORKZ
 - To look at projects to meet the criteria for the Police Commissioners Sponsorship.
 - Purchase digital camera.
 - Youthworkz to investigate year group extension to include Year 4 and the insurance implications.
14. Action points for Youth Club Management Committee
 - Clerk to investigate web page for Youth Club.

Signed.....

Date.....

Banwell Youth Club – Youthworkz Report – November 2017

Attendance Figures

Numbers have grown significantly since the last meeting.

October

Monday night's average = 12 young people (6 girls and 6 boys)

Tuesday night's average = 14 young people (6 girls and 8 boys)

November

Monday night's average = 11 young people (6 girls and 5 boys)

Tuesday night's average = 12 young people (6 girls and 6 boys)

Recent Programme

- Since the last meeting, the programme has included: survival skills, straw towers, milkshake and doughnuts, pool tournament, scavenger hunt, butternut squash soup, salt dough, stir-fry, arts and crafts, pumpkin carving, Halloween games, silly games, sparklers, Autumn art, chocolate brownies, badminton, pizza wheels, anti-bullying, graffiti art, savoury pancakes, corned beef hash...

Future Programme

The future programme has been advertised and displayed on Youth Club noticeboard.

Behaviour

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

Changes to the building

Mike and Jo Arnold to update committee on changes to the building.

Club times

Monday night	Year 5 – 9	5:30pm until 8pm	Cost £1
Tuesday night	Year 5 - 9	5:30pm until 8pm	Cost £1

Fundraising

Asda update – Bag packing Sunday 10th December 10am – 4pm

Lots of helpers needed please! Last time we raised £600.

Staffing

Monday night – Mike Jordan, Jo Larder and Gene Sprague

Tuesday night – Mike Jordan, Gene Sprague and Jo Larder

Mike Jordan

Youthworkz

Banwell Youth Club