

Tuesday, 04 March 2025

You are hereby summoned to attend a meeting of the **Youth Services Working Group** to be held in the **Town Council Chamber, TN13 3QG** on **Wednesday 12 March 2025 which commences at 14:00 pm**. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Working Group Members:

Quorum minimum of 3 elected members:

Cllr Chloe Gustard (Chair)	Cllr Catherine Daniell (Vice-Chair, Deputy Leader)
Cllr Libby Ancrum (Mayor, ex-officio)	Cllr Dr Marilyn Canet
Cllr Gareth Willis	

Co-opted Members:

Sevenoaks Youth Council: Harry King Madeleine Politzer	Sevenoaks District Council: Kelly Webb Maxine Quinton
Kent County Council: Vacant	West Kent Communities: Richard Dowling
Sevenoaks Area Youth Trust: Peter Robinson	National Trust: Amy Sabine

AGENDA

1	APOLOGIES FOR ABSENCE To receive and note apologies for absence.
2	REQUESTS FOR DISPENSATIONS To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).
3	DECLARATIONS OF INTEREST To receive any declarations of interest from members in respect of items of business included in the agenda for this meeting.
4	MINUTES OF THE YOUTH SERVICES WORKING GROUP HELD ON 15TH JANUARY 2025 To receive, adopt and sign the minutes of the meeting of the Youth Services Working Group held on the 15th January 2025
5	MINUTES OF THE YOUTH COUNCIL HELD ON 15TH JANUARY 2025 To receive and adopt the minutes of the Youth Council meeting held on 15th January 2025.
6	HOUSE IN THE BASEMENT (HiTB) YOUTH CAFE To receive and discuss the following report:
6.1	HiTB Manager's Update Report

	To receive and note the manager's report.
6.2	Finance Cost Centre Reports To receive and note the Finance Cost Centre Reports: December- January
7	GRANT REPORTS To receive the update on the Youth Outreach Budget and to consider the following Grant Application received from Eynsford Concert Band.
8	REPORTS FROM CO-OPTED PARTNERS
8.1	SDC- Community Safety Team
8.2	West Kent Communities Detached work overview- October- December report
8.3	SAYT
8.4	National Trust- Knole
9	CURRENT & COMPLETED MATTERS REPORTS To receive and note the following reports:
9.1	CURRENT MATTERS REPORT To receive and note the current matters report
9.2	COMPLETED MATTERS REPORT To receive and note the completed matters report.
10	YOUTH COUNCIL WORK EXPERIENCE WEBSITE PAGE To note that more businesses have agreed to be added to the Youth Council with a poster drawn up, which has been sent to businesses and schools to advertise the web page. Work Experience - SEVENOAKS YOUTH COUNCILLORS
11	SUMMER MUSIC ON THE BANDSTAND- CHILDREN'S ACTIVITIES To consider providing children's activities alongside some of the Summer Music on the Bandstand events
12	YOUTH COUNCIL MENTAL HEALTH SURVEY REPORT To receive the Youth Council's Mental Health Survey report.
13	SKATEBOARD EVENT FOR 2025 To consider a Skateboard event for the 2025 summer holidays facilitated by Kings Ramps as done in previous years.
14	PRESS RELEASES To consider any agenda item, which would be appropriate for a press release.

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Sevenoaks Town Council
Minutes of the Meeting of the Youth Services Working Group
Held on 15th January 2025 at the Town Council Offices

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.08 p.m.

Present:

Cllr Chloe Gustard (Chair)	Present	Cllr Dr Marilyn Canet	Present
Cllr Catherine Daniell (Vice-Chair, Deputy-Leader)	Apologies	Cllr Gareth Willis	Present
Co-opted members			
Sevenoaks Youth Council: Harry King Madeleine Politzer	Apologies Apologies	Sevenoaks District Council: Maxine Quinton	Apologies
Kent County Council: Vacant	–	West Kent Communities: Richard Dowling	Present
Sevenoaks Area Youth Trust: Peter Robinson	Apologies	National Trust: Amy Sabine	Present

Substitute		For
Cllr Lise Michaelides	Present	Cllr Catherine Daniell (Vice-Chair, Deputy-Leader)

In attendance: The Town Clerk, House in the Basement Youth Café Manager and Youth Committee Clerk.

- 271. Apologies for Absence:** Received and accepted as noted above.
- 272. Requests for Dispensations:** There were no requests for dispensations.
- 273. Declarations of Interest:** There were no declarations of interest.
- 274. Minutes of Youth Services Committee held on 11th November 2024**
It was agreed to receive and accept the minutes as a true record.
- 275. Minutes of Sevenoaks Youth Council meeting held on 13th November 2024**
It was agreed to receive and accept the minutes as a true record
- 276. Grant Reports**
The Committee received and noted that the balance of the 2024/25 Youth Outreach budget was £3,588.68.

RESOLVED: To RECOMMEND to the Community and Wellbeing Committee that a grant application request be awarded under the General Power of Competence (Localism Act 2011 Sections 1-8 refers) as follows:

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Grant Ref No	Organisation Name & Charity Reg	Purpose of award	Grant Application	Grant approved
48	Sevenoaks Unit of the Sea Cadet Corps 1113642	Essential repairs and maintenance to boats	£2,500	£1,250
6	Sevenoaks Three Arts Festival 1031815	Hire of the venue including high-quality piano for Sevenoaks Arts Festival competition and Cup Winners' Concert.	£600	£600
23	Kent Youth Jazz Orchestra	Towards costs of Youth Jazz Workshop & Short concert in June. Free of charge to the Young Musicians	£500	£500
Total awarded				£2,350

277. Skateness Proposal

The Working Group heard from Daren Mountain who reported that at each of the events that Samasara Sport hosted at Greatness Skate Park all the spaces available had completely gone before the events were held. It was noted that in the past these events were free for young people to attend.

The Working Group proposed that the sessions could be held at the Skate Park on the condition that two spaces be held in reserve for any Young Person on referral and payment from West Kent Housing. If these spaces have not been claimed within an acceptable amount of time, then the space can be offered at the operator's discretion.

RESOLVED: To contact the operator and request on the condition that they provide two spaces for young people who have been referred to West Kent Housing. If these spaces have not been claimed within an acceptable amount of time, then the space can be offered at the operator's discretion.

278. House in the Basement Youth Café (HitB)
278.1 Manager's Report

Daren Mountain, Manager of House in the Basement reported that they have seen record numbers of young people in House in the Basement over November and December since 2014. It was noted that House in the Basement had continued to work alongside Kenwood Trust to provide sessions to help inform choices.

Cllr Michaelides reported that more young people have been attending some of the food banks in Sevenoaks during School time. It was noted that the number of young people who are NEET has increased. Daren noted that

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House in the Basement was still holding the “Moving Forward” project for young people Not in Education, Employment or Training.

278.2 Finance Cost Centre Reports, October-November 2024

The Finance Cost Centre reports for the House in the Basement Youth Café for October-November 2024 were received and noted.

279. Reports from Co-opted Partners

The following reports from Co-opted Partners were noted:

(I) Sevenoaks District Council, Community Safety

Although Maxine Quinton was unable to attend this meeting, she had forwarded a report from the District Council Community Safety about events in Sevenoaks Town.

“As you will be aware the Christmas Light Switching on event was very successful.

However, after the event had finished three girls, known to our Police colleagues instigated an incident that caused two of them to be arrested and then de-arrested but taken home to their parents by our Police colleagues. These individuals are being monitored by our Child Centred Policing Team. They have been served with Acceptable Behaviour Agreements.

Other than this incident Sevenoaks Town has been very quiet for ASB incidents over the Christmas and New Year period.”

(II) West Kent Youth Services (WKYS)

Richard Dowling reported that the Christmas Lights event went well engaging with over 300 young people creating a marshmallow snowperson over the course of the event.

Richard reported that unfortunately due to a high number of Youth Grant applications, they have been unsuccessful in receiving a grant from Children in Need this year to cover the running costs of supplying the Young Adventures Club across the Sevenoaks District. Richard explained that they will be trying to keep the Young Adventures going for as long as they possibly can to give as much notice to all those involved in the running and those who attend the Young Adventures.

(III) Sevenoaks Area Youth Trust (SAYT)

Although Peter Robinson was unable to attend it was noted that SAYT have started to use the Basketball courts on the MUGA at the Bat & Ball Centre. These sessions take place every Tuesday from 6 pm - 8 pm.

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(IV) National Trust- Knole

Amy Sabine reported that Knole had a number of Work Experience and Duke of Edinburgh students over the course of 2024. To this end, Amy noted that the National Trust is planning to use Knole as a Case study for Youth Provision in the future. It was also noted that moving forward they had arranged for a company to help with neurodivergent training.

280. Press Release

RESOLVED: To recommend a press release be issued upon the agreement of the grant applications following the Community and Wellbeing Committee meeting on the 3rd of February 2025.

To issue a press release regarding the Skateness sessions.

There being no further business the Chair closed the meeting.

Signed

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Chair

Dated

Minutes of the meeting of the Sevenoaks Youth Council
Held on 15th January 2025

at Sevenoaks Town Council Chamber, Bradbourne Vale Road, Sevenoaks, TN13 3QG,

Meeting Commenced: 6.00 p.m.

Meeting Concluded: 6.46 p.m.

Present:

Youth Council Members:

Simba Li- Chair	Apologies	Lizzie Hunt	Absent
Rosie Blackmore- Vice-Chair	Present	Cristian Hunter-Garcia	Present
Harry King- Treasurer	Present	Ishwar Sharma	Present
Bianca Agarwal	Present	Miko Keen	Absent
Aryanna Mahdavi Ardestani	Present	Riddley McDermott	Present
Catherine Barden De Leon	Apologies	Madeleine Politzer	Absent
Dexter Buhmann	Absent	Elif Sabanci	Present
Elena-Teodora Dragoi	Present	Jospeh Soanes	Absent
Ayush Gautam	Absent	Ines Wang	Present
Maya Goodrich	Apologies	Aditya Vara	Absent
Bea Hayward	Absent		

In attendance: Linda Larter, Town Clerk; Daren Mountain, Manager of House in the Basement Youth Café; Ieuan Chandler-Wilson, Youth Committee Clerk.

1. **In the Absence of the Chair, Vice Chair Rosie Blackmore Chaired the meeting.**

2. **Apologies for Absence**
Received as shown above.

3. **Minutes of the Previous Meeting of the Youth Council held on 13th November 2024**
RESOLVED: To receive and adopt the minutes of the meeting of the Youth Council held on 13th November 2024.

4. **Election of a Social Media Officer**
The Youth Council held a vote to elect a Social Media, Officer. The Vice-Chair noted that the potential amount of work would be too much for one person to carry out it was decided that the position should be split to ease the workload. However, the Youth Council noted that the person who uses the account must be sixteen or over. The Youth Council noted that those under sixteen could write the posts and another person over sixteen could post them on social media. Aryanna, Ishwar and Riddley placed their names forward for the post.

RESOLVED: All three will help to create posts for the Youth Council Instagram account with Ishwar and Riddley writing the posts and Aryanna posting them on the Social Media Platform.

HitB Manager and Youth Committee Clerk will also add or tag in the YC Instagram account where appropriate.

5. **Finance Report**

RESOLVED: 1) To note that the current balance for 2024/25 was £2,165.37
2) To note that the current balance of the Youth Charity Account was £18.00.

6. **Current Matters Report**

RESOLVED: To accept and note the Current Matters Report.

7. **House in the Basement Youth Café (HiTB), Managers report:**

The Chair noted that Daren's report was incredibly positive with four young people conducting their Duke of Edinburgh. Daren reported that House in the Basement held a Christmas meal for thirty-five young people which had been catered for by Perfect Cuisine for free.

It was also noted that Daren had gone to Trinity School to talk about House in the Basement and what they offer as well as the Sevenoaks BID (Business Improvement District), it was noted that as an outcome of this talk, a young person put their name forward to join the BID steering group.

8. **Funding For a VR Headset for House in the Basement**

The Youth Council received a request from Daren Mountain to help fund the purchase of a VR Gaming headset for young people who attend House in the Basement to use.

RESOLVED: To fund the purchase of the VR Gaming Headset at £379.00 from the Youth Council Budget.

9. **Greatness Recreational Ground Survey**

The Youth Councillors heard that Sevenoaks Town Council had previously distributed a Survey regarding Greatness Recreational Ground and as an outcome of this, it had been recommended that they move the Playground from its current location near the car park to further up close to the Football Stadium. It was noted that a survey had been drawn up for Public Consultation to give feedback on the proposed relocation of the playground.

RESOLVED: The Youth Council considered the proposal to move the play area seemed to be a good solution to avoid crossing the car park from the field, however, were too old to be users of the facility.

10. **Mental Health Survey**

The Youth Council received 250 responses from their Mental Health Survey that were sent to the Secondary Schools in Sevenoaks for Students to fill in anonymously. It was noted the data in its current format is useful but if the responses were categorised it would help to see the types of trends in the data.

The Chair pulled attention to the fact that 25.10% of young people which is sixty-two of the 247 young people answered the Question: "How comfortable you are talking about your Mental Health?"

It was also noted that on question 10: “What could be done in your local community to raise awareness about Mental Health?” one of the responses mentioned Youth Clubs and Youth Events, the Youth Council noted that perhaps more publicity around House in the Basement to draw more attention to the work Daren and his team do.

RESOLVED: 1) To compile the data into a workable document that can be shared and used by Schools and other Youth Organisations. To create Social Media posts to draw attention to House in the Basement.

2) To place on the next agenda the ability to provide training for young people to support others with mental health assistance.

11. Upcoming Events

It was noted that the following events will be taking place:

- Open Mic Night Friday 31st of January 2025,
- Free Photography Session Wednesday 19th February 2025,
- Darts Tournaments at House in the Basement every last Wednesday of the month.

12. Date of Next Meetings

RESOLVED:

- Wednesday 05th March 2025 at 6 pm at House in The Basement,
- Wednesday 07th May 2025 at 6 pm at the Town Council Offices,

There being no further business the Chair closed the meeting.

Sevenoaks Town Council
Youth Services Working Group- Wednesday 12th March 2025



**House in the Basement Youth Café Manager:
January 2025 report:**

During January we saw 223 young people attend House in the Basement Youth Café, 23 of those were new to House in the Basement. We were open for 17 days throughout the month with 4 SEN sessions that saw 24 Young people attending.

We held an Open Mic Night on the 31st of January with 20 young people attending. We are holding another two Open Mic Nights on Friday 28th of March & on Friday 16th of May.

We are extremely pleased to announce that one of the Young People who have been doing Duke of Edinburgh with us has completed their bronze award.

We have begun creating a LEGO mural for House in the Basement as part of Sevenoaks Town Council's Britain in Bloom entry. To bring this design to life, we welcome any donations of spare or old LEGO flowers, should anyone wish to contribute.

We have also been extremely Busy Bees printing, painting and knitting bees for Sevenoaks in Bloom.



Sevenoaks Town Council
Youth Services Working Group- Wednesday 12th March 2025

February 2025 Report:

Over February we saw 240 young people and 36 SEN. 14 of these were new to House in the Basement, we were open on 15 occasions and 4 SEN sessions. We also carried out 3 detached sessions.

During the February Half Term, we held a few different sessions including a Photography session on Wednesday 19th of February and a trial gaming workshop hosted by Home and Away Gaming on Friday 21st of February. The gaming workshop was very well attended.



Detailed Income & Expenditure by Phased Budget Heading 22/01/2025

Month No: 9

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities	495	258	(237)	3,974	2,322	(1,652)	3,100			128.2%	
1211 Sale of Goods	459	167	(292)	2,066	1,503	(563)	2,000			103.3%	
1213 Event catering	0	0	0	125	0	(125)	0			0.0%	
1350 Revenue Grant income	0	0	0	19,612	0	(19,612)	0			0.0%	
1990 Other Income	18	0	(18)	3,378	0	(3,378)	0			0.0%	18
Youth Cafe :- Income	972	425	(547)	29,154	3,825	(25,329)	5,100			571.7%	18
4010 Gross Pay	6,225	4,342	(1,883)	53,059	39,078	(13,981)	52,100		(959)	101.8%	
4012 Expenses	10	0	(10)	819	0	(819)	0		(819)	0.0%	
4270 Employers Pension Contribution	232	158	(74)	2,065	1,422	(643)	1,900		(165)	108.7%	
5410 Repairs & General Maintenance	0	83	83	473	747	274	1,000		527	47.3%	
5500 Equipment Hired and New	578	42	(536)	5,564	4,602	(962)	4,724		(840)	117.8%	
6010 Light Heat & Cleaning	32	17	(15)	174	153	(21)	200		26	87.2%	
6101 Telephone	51	58	7	399	522	123	700		301	57.0%	
6105 Broadband wi-fi service	33	0	(33)	269	200	(69)	200		(69)	134.4%	
6200 Printing & Stationery	0	17	17	685	153	(532)	200		(485)	342.5%	
6210 Postage & Courier	0	0	0	28	0	(28)	0		(28)	0.0%	
6240 Computer/ Data Base/WP's	0	25	25	2,471	225	(2,246)	300		(2,171)	823.7%	
6241 Website Costs	84	0	(84)	168	200	32	200		32	84.0%	
6281 Furnishings,Furniture/Eqpt	0	125	125	0	375	375	500		500	0.0%	
6320 Staff Training	0	0	0	80	100	20	100		20	80.0%	
6340 Staff Uniforms	0	50	50	328	150	(178)	200		(128)	163.9%	
6460 Publicity & Democratic notices	0	0	0	35	0	(35)	0		(35)	0.0%	

Detailed Income & Expenditure by Phased Budget Heading 22/01/2025

Month No: 9

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6500 Goods for Resale	865	167	(698)	2,285	1,503	(782)	2,000		(285)	114.3%	
6505 Cafe consumables	2	0	(2)	16	0	(16)	0		(16)	0.0%	
6635 Professional Fees Licensing	0	0	0	302	450	148	450		148	67.1%	
6730 Subscriptions	0	0	0	2,000	0	(2,000)	0		(2,000)	0.0%	
6900 Sundry Expenses	41	33	(8)	168	297	129	400		232	41.9%	
6922 Health&Safety/Risk Assessments	0	0	0	1,131	999	(132)	1,000		(131)	113.1%	
6935 Waste Bin Disposal-Waste Bins	0	0	0	120	0	(120)	0		(120)	0.0%	
Youth Cafe :- Indirect Expenditure	8,152	5,117	(3,035)	72,639	51,176	(21,463)	66,174	0	(6,465)	109.8%	0
Net Income over Expenditure	(7,180)	(4,692)	2,488	(43,485)	(47,351)	(3,866)	(61,074)				
8002 less Transfer to EMR	18	0	(18)	18	0	(18)	0				
Movement to/(from) Gen Reserve	(7,198)	(4,692)	2,470	(43,503)	(47,351)	(3,884)	(61,074)				
Grand Totals:- Income	972	425	(547)	29,154	3,825	(25,329)	5,100			571.7%	
Expenditure	8,152	5,117	(3,035)	72,639	51,176	(21,463)	66,174	0	(6,465)	109.8%	
Net Income over Expenditure	(7,180)	(4,692)	2,488	(43,485)	(47,351)	(3,866)	(61,074)				
less Transfer to EMR	18	0	(18)	18	0	(18)	0				
Movement to/(from) Gen Reserve	(7,198)	(4,692)	2,506	(43,503)	(47,351)	(3,848)	(61,074)				

Detailed Income & Expenditure by Phased Budget Heading 27/02/2025

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities	446	258	(188)	4,420	2,580	(1,840)	3,100			142.6%	
1211 Sale of Goods	227	167	(60)	2,293	1,670	(623)	2,000			114.6%	
1213 Event catering	0	0	0	125	0	(125)	0			0.0%	
1350 Revenue Grant income	0	0	0	19,612	0	(19,612)	0			0.0%	
1990 Other Income	0	0	0	3,378	0	(3,378)	0			0.0%	18
Youth Cafe :- Income	673	425	(248)	29,827	4,250	(25,577)	5,100			584.8%	18
4010 Gross Pay	6,731	4,342	(2,389)	59,791	43,420	(16,371)	52,100		(7,691)	114.8%	
4012 Expenses	0	0	0	819	0	(819)	0		(819)	0.0%	
4270 Employers Pension Contribution	260	158	(102)	2,326	1,580	(746)	1,900		(426)	122.4%	
5410 Repairs & General Maintenance	0	83	83	473	830	357	1,000		527	47.3%	
5500 Equipment Hired and New	(278)	42	320	5,285	4,644	(641)	4,724		(561)	111.9%	
6010 Light Heat & Cleaning	63	17	(46)	238	170	(68)	200		(38)	118.8%	
6101 Telephone	51	58	7	450	580	130	700		250	64.3%	
6105 Broadband wi-fi service	40	0	(40)	308	200	(108)	200		(108)	154.2%	
6200 Printing & Stationery	30	17	(13)	715	170	(545)	200		(515)	357.5%	
6210 Postage & Courier	0	0	0	28	0	(28)	0		(28)	0.0%	
6240 Computer/ Data Base/WP's	0	25	25	2,471	250	(2,221)	300		(2,171)	823.7%	
6241 Website Costs	12	0	(12)	180	200	20	200		20	90.0%	
6281 Furnishings,Furniture/Eqpt	0	0	0	0	375	375	500		500	0.0%	
6320 Staff Training	0	0	0	80	100	20	100		20	80.0%	
6340 Staff Uniforms	0	0	0	328	150	(178)	200		(128)	163.9%	
6460 Publicity & Democratic notices	0	0	0	35	0	(35)	0		(35)	0.0%	

Detailed Income & Expenditure by Phased Budget Heading 27/02/2025

Month No: 10

Cost Centre Report

		Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6500	Goods for Resale	379	167	(212)	2,665	1,670	(995)	2,000		(665)	133.2%	
6505	Cafe consumables	3	0	(3)	20	0	(20)	0		(20)	0.0%	
6635	Professional Fees Licensing	0	0	0	302	450	148	450		148	67.1%	
6730	Subscriptions	0	0	0	2,000	0	(2,000)	0		(2,000)	0.0%	
6900	Sundry Expenses	24	33	9	192	330	138	400		208	47.9%	
6922	Health&Safety/Risk Assessments	0	0	0	1,131	999	(132)	1,000		(131)	113.1%	
6935	Waste Bin Disposal-Waste Bins	0	0	0	120	0	(120)	0		(120)	0.0%	
	Youth Cafe :- Indirect Expenditure	<u>7,316</u>	<u>4,942</u>	<u>(2,374)</u>	<u>79,955</u>	<u>56,118</u>	<u>(23,837)</u>	<u>66,174</u>	<u>0</u>	<u>(13,781)</u>	<u>120.8%</u>	<u>0</u>
	Net Income over Expenditure	<u>(6,643)</u>	<u>(4,517)</u>	<u>2,126</u>	<u>(50,128)</u>	<u>(51,868)</u>	<u>(1,740)</u>	<u>(61,074)</u>				
8002	less Transfer to EMR	0	0	0	18	0	(18)	0				
	Movement to/(from) Gen Reserve	<u>(6,643)</u>	<u>(4,517)</u>	<u>2,126</u>	<u>(50,146)</u>	<u>(51,868)</u>	<u>(1,758)</u>	<u>(61,074)</u>				
<hr/>												
	Grand Totals:- Income	673	425	(248)	29,827	4,250	(25,577)	5,100			584.8%	
	Expenditure	7,316	4,942	(2,374)	79,955	56,118	(23,837)	66,174	0	(13,781)	120.8%	
	Net Income over Expenditure	<u>(6,643)</u>	<u>(4,517)</u>	<u>2,126</u>	<u>(50,128)</u>	<u>(51,868)</u>	<u>(1,740)</u>	<u>(61,074)</u>				
	less Transfer to EMR	0	0	0	18	0	(18)	0				
	Movement to/(from) Gen Reserve	<u>(6,643)</u>	<u>(4,517)</u>	<u>2,126</u>	<u>(50,146)</u>	<u>(51,868)</u>	<u>(1,722)</u>	<u>(61,074)</u>				

**Sevenoaks Town Council
Youth Services Working Group – 3rd March 2025**

Update on Youth Outreach Budget and to consider Grant Application Received

1. Youth Outreach Budget and Expenditure to Date

Youth Outreach Budget 2024/25		£8,000
Expenditure to date:		
Item	Details	Cost
Grant award to Kent Youth Jazz Orchestra Charity Reg: 1149477	Towards the costs of Youth Jazz workshop & short concert on 25 th June. Free of charge to the young musicians.	£500
Grant Award to We are Beams. Charity Reg: 1054129	Hire costs of House in the Basement for 36 weeks of the year for advice clinic for families with disabled children.	£1,440
Samsara Sport	Hire costs to provide free community Skateboarding Sessions for Girls over 6 weeks.	£468
Skateboarding event on 23 rd August 2024	Providing a free community event for young people along with Kent County Council, Sevenoaks District Council, West Kent Housing and Sevenoaks Town Council.	£500
Design a Christmas Light Competition	Funding for a Children's design to be turned into a working Christmas Light within the Town.	£695
Sevenoaks Three Arts Festival Young Musician of the Year	Towards the cost of a venue with competition standard piano for the Young Musician competition	£650
House in the Basement	Costs for providing craft materials for a Cricut Joy starter bundle for House in the Basement craft nights.	£158.32
Total expenditure to date		£4,411.32
Budget remaining		£3,588.68

**Sevenoaks Town Council
Youth Services Working Group – 3rd March 2025**

2. Grant Application for Consideration

Under its Terms of Reference, the Youth Services Working Group is asked to consider and recommend youth grants to be awarded from the Youth Outreach Budget to the Community & Wellbeing Committee.

Reference from the Community & Wellbeing Committee – 3rd February 2025

A grant application received from the Eynsford Concert Band for funding for a one-day educational workshop for young brass and woodwind players had been submitted to the Community & Wellbeing Committee and it was agreed that it should be referred to this Working Group:

“That the grant application received from the Eynsford Concert Band be referred to the Youth Services Working Group, and that authority be delegated to the Working Group to make the grant award, if approved.” [C&W Committee 03.02.25, *Minute 546.3(1)*]

The Working Group is therefore asked to consider the attached application received.

Grant Ref No	Organisation Name & Charity Reg No If Applicable	Purpose of award	Previous grant history	2024/25	Current Grant Application
81	Eynsford Concert Band 277086	Cost of venue hire and ancillary costs to deliver one day educational music workshop for young brass and woodwind players	n/a – new applicant	n/a	£500
Total requested					£500

Recommendation

The Working Group is asked to consider awarding a grant from the Youth Outreach Budget, under the delegated authority detailed above.

APPLICATION FOR GRANT AID 2024/2025

NB – Grant recipients will be asked to provide a display stand at the Annual Town Meeting **[Monday 17th March 2025 at 7pm]** to demonstrate to the general public how the grant funds have been spent and the benefits accrued.

*A copy of the guidance notes for completing this form is attached. You are advised to read this when completing the form. Please use **BLOCK CAPITAL LETTERS***

PART 1 – YOUR ORGANISATION			
ORGANISATION			
Eynsford Concert Band			
NAME OF CONTACT			
Sandra Lane - Vice Chair			
ADDRESS OF CONTACT			
37 Wye Road, Borough Green, Sevenoaks			
	POSTCODE		
	TN15 8DX		
TELEPHONE NO:	DAYTIME		
	01737 348651		
	EVENING		
	EMAIL ADDRESS		
	lane4@slb.com		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> ARE YOU A REGISTERED CHARITY? Please provide registration number </td> <td style="width: 50%; padding: 5px;"> Yes - Reg No. 277086 </td> </tr> </table>		ARE YOU A REGISTERED CHARITY? Please provide registration number	Yes - Reg No. 277086
ARE YOU A REGISTERED CHARITY? Please provide registration number	Yes - Reg No. 277086		

PLEASE OUTLINE BRIEFLY THE ACTIVITIES OF THE ORGANISATION

<p>Eynsford Concert Band is a symphonic wind ensemble that has been based in the village of Eynsford since 1972.</p> <p>The band has 50 playing members from all over the South East of England that aspire to attain the highest standards of musicianship within a social and friendly environment. The band enjoys performing a wide range of concert band repertoire from popular music arrangements and orchestral transcriptions to classic and modern wind band works.</p> <p>The band plays most of its concerts within the Sevenoaks Town area, including providing musical support for the annual Service of Remembrance on the Vine organised by STC.</p>
--

DO THE ORGANISATION'S ACTIVITIES SEEK TO MAKE A POSITIVE IMPACT ON THE ENVIRONMENT? PLEASE GIVE DETAILS.

N/A

DOES THE ORGANISATION ITSELF ADOPT ENVIRONMENTAL POLICIES FOR REDUCING GREENHOUSE GAS EMISSIONS AND/OR INCREASE BIODIVERSITY? PLEASE GIVE DETAILS OF POLICIES AND AIMS.

N/A

HOW DOES THE ORGANISATION ENSURE THAT THOSE WHO ARE DISADVANTAGED HAVE ACCESS TO SPORTS AND COMMUNITY ACTIVITIES. PLEASE GIVE DETAILS.

N/A

PLEASE GIVE NUMBERS IN YOUR ORGANISATION WHO ARE	A) PAID	<u>None</u>
	B) VOLUNTEERS	<u>around 50 volunteers</u>
	C) MEMBERS LIVING WITHIN SEVENOAKS TOWN	<u>None</u>
HOW MANY BENEFICIARIES LIVE WITHIN SEVENOAKS TOWN? [See Guidance Notes]	Unknown - local young musicians will be invited to take part within this workshop. The project will have a direct benefit to the young musicians that join us on the day in terms of their musical development and understanding of the rewards that come from making music in a large group. The Sevenoaks community will benefit more generally from the ability of Eynsford Concert Band (as well as other local groups that the young musicians may join in the future) to give public performances long into the future. Without younger players joining local groups, the existence of live local community-based music will inevitably fade as current members get older.	

PART 2 – GRANT REQUEST

AMOUNT OF GRANT APPLIED FOR

£500

PLEASE DESCRIBE YOUR PROJECT

We wish to deliver a one-day educational music workshop for young brass and woodwind players who live or go to school in Kent, and particularly the immediate local area. Invitations will be sent to local schools, music centres and music teachers, as well as to the Kent Youth Wind Orchestra and the Kent County Youth Orchestra. Applications will be encouraged from any players under the age of 19 who have achieved Grade 5 or higher in their studies. The workshop will be delivered in Bat & Ball Community Centre if available or an alternative venue within the Sevenoaks Town Area.

Attendees will experience a day of full ensemble and sectional rehearsals, sitting alongside regular members of Eynsford Concert Band. The workshop will be delivered under the supervision of our musical director, Mike Smith, who was formerly Director of Music of The Band of the Grenadier Guards.

We know from talking to many local music teachers, some who also play in our band, that there is a profound lack of opportunities for young people to progress with music after they leave education, and that sadly, as a result, many stop playing. As a local band, we have developed a Young Musicians' Academy in order provide an opportunity for young musicians whilst still at school in order to bridge this gap. The workshop is in part designed to shine a spotlight on the Academy, to encourage young musicians to continue music making and to help keep music live in our area for many years to come.

An example of a similar workshop, held in 2019, can be seen here: <https://www.eynsfordconcertband.co.uk/in-action/a-masterclass-weekend-with-jack-stamp/>

PLEASE EXPLAIN FOR WHAT AND WHEN YOU WILL BE USING THE GRANT

The grant would be used to cover the cost for the hire of the venue and other ancillary costs

PART 3 – GEOGRAPHICAL AREA RELATING TO FUNDS REQUESTED

DOES YOUR PROJECT COVER A GEOGRAPHICAL AREA BEYOND THE PARISH OF SEVENOAKS TOWN COUNCIL? (See map attached at the back of this form)

YES / NO

IF YES, HAVE YOU ALSO CONTACTED THE RESPECTIVE PARISH COUNCILS OUTSIDE THE SEVENOAKS TOWN WARDS FOR GRANT FUNDING?

YES / NO

PLEASE PROVIDE DETAILS OF WHICH OTHER TOWN OR PARISH COUNCILS YOU HAVE CONTACTED AND SUMS REQUESTED & AWARDED:

Only applied to Sevenoaks Town Council for funding.

PART 4 – TO BE COMPLETED BY ALL APPLICANTS

HAS YOUR ORGANISATION APPLIED ELSEWHERE
FOR A GRANT FOR THIS PROJECT

YES / NO

IF YES, PLEASE GIVE DETAILS

N/A

YOU ARE INVITED TO GIVE ANY ADDITIONAL INFORMATION WHICH MIGHT ASSIST THE
COUNCIL IN CONSIDERING THE APPLICATION

N/A

PLEASE STATE BALANCES IN HAND AT
END OF LAST FINANCIAL YEAR

£15,152.26 - to end financial year 2024

HOW MANY MONTHS OPERATING COSTS
DOES THIS REPRESENT?

20 months

HOW MUCH HAS THE GROUP RAISED
THROUGH ITS OWN EFFORTS
EG. FUNDRAISING DURING THE LAST YEAR?

£6,000

PLEASE GIVE DETAILS OF ANY PREVIOUS GRANT AWARDS MADE BY SEVENOAKS TOWN
COUNCIL INCLUDING THE YEARS IN WHICH THE GRANTS WERE MADE, THE AMOUNT
AND WHETHER THEY WERE FOR CAPITAL OR REVENUE EXPENDITURE.

£300 donation received in Dec 2024 from STC as thanks for playing during the Remembrance day service at the vine.

PLEASE ENSURE ALL RELEVANT DOCUMENTATION IS ENCLOSED WITH THIS APPLICATION CHECKLIST

All relevant parts of the form completed	
Form signed	
Audited accounts for the last two years	
Annual Report if available (or Project or Business Plan for a new organisation)	

DO YOU HAVE A WRITTEN CONSTITUTION? (THE COUNCIL RESERVES THE RIGHT TO ASK FOR A COPY)	<u>YES</u> /NO
---	----------------

Please note, copies of this completed form and any supporting papers will appear on a Council Agenda and will be discussed by Council in the presence of press and public.

I DECLARE THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE INFORMATION IS CORRECT. I AGREE THAT IF A GRANT IS AWARDED*, I WILL SUBMIT A BRIEF REPORT CONFIRMING HOW THE MONEY HAS BEEN SPENT AND EXPLAINING WHAT DIFFERENCE THE GRANT MADE. PHOTOS WILL BE SENT IF POSSIBLE.

I UNDERSTAND THAT I CONFORM TO THE GUIDELINES SET OUT IN THE GUIDANCE NOTES AND HAVE READ AND SUBMITTED MY APPLICATION IN ACCORDANCE WITH THE GUIDANCE NOTES.

SIGNATURE *S Lane*

DATE - 12th January 2025

NAME AND POSITION IN ORGANISATION: Sandra Lane- Vice Chair - Eynsford Concert Band -

IN CAPITALS PLEASE

*** IN THE EVENT OF A SUCCESSFUL GRANT AID APPLICATION, PAYMENT WILL BE BY BANK TRANSFER. PLEASE PROVIDE DETAILS (this information will not be published):**

Bank	<u>Barclays Bank</u>
Sort Code	<u>20-25-42</u>
Account No.	<u>00361763</u>

All Application Forms must be signed (electronic signature acceptable).

Please return this form to Alison Futtit, Sevenoaks Town Council, Council Offices, Bradbourne Vale Road, Sevenoaks, Kent TN13 3QG by:

- **Wednesday 31st July 2024** for the September Community & Wellbeing Committee
- **Friday 20th December 2024** for the February Community & Wellbeing Committee

NB Late applications will be reviewed at the following Grants meeting!

Application Forms are also available by email from: council@sevenoakstown.gov.uk

If you have any queries, please contact Alison Futtit on 01732 459953.

THIS DOCUMENT IS AVAILABLE IN LARGE PRINT IF REQUIRED.

EYNSFORD CONCERT BAND

ANNUAL ACCOUNTS

YEAR ENDED 31 DECEMBER 2023

REGISTERED CHARITY NO : 277086

EYNSFORD CONCERT BAND**YEAR ENDED 31 DECEMBER 2023****INCOME AND EXPENDITURE ACCOUNT**

	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOME				
Subscriptions		4,100.08		4,200.08
Gift Aid refund		1,333.75		1,328.77
Interest received		38.77		1.02
Grants		650.00		0.00
Donations		520.00		614.08
		<u>6,642.60</u>		<u>6,143.95</u>
Concert Programme				
Total income	13,333.00		14,982.21	
Expenses	(10,384.41)		(12,833.16)	
		<u>2,948.59</u>		<u>2,149.05</u>
TOTAL INCOME FOR YEAR		<u>9,591.19</u>		<u>8,293.00</u>
LESS : EXPENDITURE				
Hire of hall	1,992.02		2,356.88	
Conductors' fees and expenses	285.00		665.40	
Insurance	755.09		686.37	
Printing and stationery	112.75		89.54	
Affiliation fees	51.50		51.50	
Instrument/Music Storage & Repairs	937.05		622.99	
Sundries	431.43		50.00	
Website & IT Costs	135.00		952.59	
Donations	175.00		597.73	
Fixed Assets Disposals	400.00			
50th Anniversary Costs	0.00		2,247.21	
		<u>(5,274.84)</u>		<u>(8,320.21)</u>
Excess of Income over Expenditure		<u><u>4,316.35</u></u>		<u><u>(27.21)</u></u>

EYNSFORD CONCERT BAND

YEAR ENDED 31 DECEMBER 2023

BALANCE SHEET

	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
FIXED ASSETS				
Instruments and Sheet Music at cost				
At start of year	45,384.78		45,179.01	
Disposals	(400.00)			
Purchased in year	<u>2,100.40</u>		<u>205.77</u>	
		47,085.18		45,384.78
CURRENT ASSETS				
Debtors				
Other Debtors	1,476.36		1,543.79	
Prepaid Expenses	<u>3,740.67</u>		<u>0.00</u>	
Cash and Bank Balances				
Current Account	870.10		6,826.60	
Euro Account	268.95		2,420.60	
Deposit Account	<u>7,200.00</u>		<u>0.00</u>	
	<u>13,556.08</u>		<u>10,790.99</u>	
CURRENT LIABILITIES				
Creditors				
Deferred income	625.00		0.00	
Accrued expenses	<u>2,679.00</u>		<u>3,154.86</u>	
	<u>3,304.00</u>		<u>3,154.86</u>	
NET CURRENT ASSETS		10,252.08		7,636.13
		<u>57,337.26</u>		<u>53,020.91</u>
Represented by General Fund				
At start of year		53,020.91		53,048.12
From Income and Expenditure Account		<u>4,316.35</u>		<u>(27.21)</u>
		<u>57,337.26</u>		<u>53,020.91</u>

I have examined the above Balance Sheet and Income and Expenditure Account with the books and vouchers of the Band, and find them to be in accordance therewith.

B Evans



Date

10/2/24

EYNSFORD CONCERT BAND

ANNUAL ACCOUNTS

YEAR ENDED 31 DECEMBER 2022

REGISTERED CHARITY NO : 277086

EYNSFORD CONCERT BAND

YEAR ENDED 31 DECEMBER 2022

INCOME AND EXPENDITURE ACCOUNT

	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOME				
Subscriptions		4,200.08		0.00
Gift Aid refund		1,328.77		0.00
Interest received		1.02		0.45
Donations		614.08		450.00
		<u>6,143.95</u>		<u>450.45</u>
Concert Programme				
Total income	14,982.21		5,287.42	
Expenses	<u>(12,833.16)</u>		<u>(4,209.94)</u>	
		2,149.05		1,077.48
TOTAL INCOME FOR YEAR		<u>8,293.00</u>		<u>1,527.93</u>
LESS : EXPENDITURE				
Hire of hall	2,356.88		1,058.32	
Conductors' fees and expenses	665.40		0.00	
Insurance	686.37		634.64	
Postage and stationery	89.54		283.22	
Affiliation fees	51.50		71.50	
Publicity and marketing	0.00		61.36	
Instrument repair, storage and hire	622.99		646.00	
Sundries	50.00		663.99	
Website & IT Costs	952.59		0.00	
Donations	597.73		0.00	
50th Anniversary Year Costs	2,247.21		0.00	
Weekend Workshop	<u>0.00</u>		<u>455.40</u>	
		(8,320.21)		(3,874.43)
Excess/(deficit) of Income over Expenditure		<u>(27.21)</u>		<u>(2,346.50)</u>

EYNSFORD CONCERT BAND

YEAR ENDED 31 DECEMBER 2022

BALANCE SHEET

	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>
	£	£	£	£
FIXED ASSETS				
Instruments and Sheet Music at cost				
At start of year	45,179.01		40,232.89	
Purchased in year	<u>205.77</u>		<u>4,946.12</u>	
		45,384.78		45,179.01
CURRENT ASSETS				
Debtors				
Other Debtors	1,543.79		0.00	
Prepaid Expenses	0.00		94.17	
Cash and Bank Balances				
Current Account	6,826.60		8,260.42	
Euro Account	2,420.60		2,420.60	
Petty cash	<u>0.00</u>		<u>0.00</u>	
	10,790.99		10,775.19	
CURRENT LIABILITIES				
Creditors				
Deferred income	0.00		1,592.08	
Accrued expenses	<u>3,154.86</u>		<u>1,314.00</u>	
	3,154.86		2,906.08	
NET CURRENT ASSETS		7,636.13		7,869.11
		<u>53,020.91</u>		<u>53,048.12</u>
Represented by General Fund				
At start of year		53,048.12		55,394.62
From Income and Expenditure Account		<u>(27.21)</u>		<u>(2,346.50)</u>
		<u>53,020.91</u>		<u>53,048.12</u>

I have examined the above Balance Sheet and Income and Expenditure Account with the books and vouchers of the Band, and find them to be in accordance therewith.

B Evans



Date

29 Jan 2023

Detached youth work project - quarterly report

Period: 1 October 2024 to 24 December 2024

If you would like to discuss anything from this report, please e-mail Richard Dowling (Community Development Manager): richard.dowling@wkha.org.uk

1. Overview

We are still delivering detached on the roster below. We altered a few of our sessions during the summer months. This meant that we sometimes delivered detached sessions earlier in the day, or occasionally on a different day of the week.

Monday:	Swanley
Tuesday:	Sevenoaks
Wednesday:	Edenbridge
Thursday:	Swanley
Friday:	Sevenoaks

In this quarter we have engaged with 521 young people across all areas.

Below is a summary of our overall work for the past quarter in each area.

2. Area reports

Swanley

Street based Work

126 engagements with young people.

Our detached route continues to include the following areas regularly: Asda and the surrounding shops, the skatepark, St Mary's estate, leisure centre, Whiteoak estate and Barn Park. We occasionally change the route responding to issues that are highlighted to us. We have met most of the young people in the parks in the town.

Individual Support

Whenever we engage with young people, we will always check on their well-being. This is done through conversations and observations. Whenever needed we will do an immediate intervention with the young person. This involves listening to their current issues and concerns, such as friendships, home life and school. We support them to produce a mini action plan.

When the needs of the young people outweigh our knowledge or ability, we will signpost the young person to the most appropriate service for their needs.

Group Workshop

We have signposted young people to the projects at Swanley Family Hub, such as Compass. This focuses on mental health and well-being.

Building Skills

We have worked with individual young people on their future, whether this be talking to them about further education, CV skills, GCSE revision, or finding a job. We also have several information leaflets around these skills that we share with young people, while we try to signpost them to our training and employability team for more bespoke guidance. We have also been able to signpost young people to the jobs fair that our training and employment team put on in Swanley.

Wider Local Partnership Work

We meet with partners at the monthly DCSM and MARAC meetings, to discuss how we can work together for the benefit of young people discussed at the meeting. These partners include KCC, SDC, VRU, Kent police, BTP, Swanley Family Hub and Southeastern rail. We also work with Play Place on fun days.

Sevenoaks

Street based Work

330 engagements with young people

Our detached work continues to visit the following areas: Greatness Park and estate, Bradbourne lakes, the Vine, Hollybush, the high street, and the leisure centre. We consistently visit these areas on a regular basis.

With the recent better weather, we have also added Knole Park, the wildlife reserve and the Quarry to our routes. These are visited on every other visit. We meet most of the young people at Greatness Park.

Individual Support

Whenever we engage with young people, we will always check on their well-being. This is done through conversations and observations. Whenever needed we will do an immediate intervention with the young person. This involves listening to their current issues and concerns, such as friendships, home life and school. We support them to produce a mini action plan.

When the needs of the young people outweigh our knowledge or ability, we will signpost the young person to the most appropriate service for their needs.

In Sevenoaks, we sometimes refer young people to HOUSE in the Basement, Sevenoaks Area Youth Trust or the next step project. We can also refer young people to the Compass project, either in Swanley or Edenbridge.

Group Workshops

We have signposted young people to HOUSE in the Basement especially when there has been special event including the Christmas Party.

Building Skills

We have worked with individual young people on their future, whether this be talking to them about further education, CV skills, GCSE revision, or finding a job. We also have several information leaflets around these skills that we share with young people, while we try to signpost them to our training

and employability team for more bespoke guidance. We have also been able to signpost young people to the jobs fair that our training and employment team put on in Swanley.

Wider Local Partnership Work

We meet with partners at the monthly DCSM and MARAC meetings, to discuss how we can work together for the benefit of young people brought up to the meeting. These partners include KCC, SDC, VRU, Kent police, BTP, Family Hub, Southeastern rail.

We also work with HOUSE in the Basement, Sevenoaks area youth trust, and Kenward trust, and Play place on fun days.

Edenbridge

Street based Work

65 engagements with young people.

We regularly deliver detached work with Anthony Shipwright from the Eden Christian Trust. We regularly visit the high street, the skatepark, the recreation ground, the leisure centre, Stangrove estate, and Spitals Cross. As the two key youth organisations in the town, we know many young people and parents that we meet. This is a good opportunity to catch up with any young people we haven't seen in a while and introduce ourselves and services to any new young people.

Individual Support

Whenever we engage with young people, we will always check on their well-being. This is done through conversations and observations. Whenever needed we will do an immediate intervention with the young person. This involves listening to their current issues and concerns, such as friendships, home life and school. We support them to produce a mini action plan.

When the needs of the young people outweigh our knowledge or ability, we will signpost the young person to the most appropriate service for their needs.

In Edenbridge we can refer to HOUSE, Eden Christian Trust, the Family Hub, and the Biz.

Group Workshops

We signpost young people to group activities at the HOUSE project. For example, when we have observed an increase in young people vaping, causing ASB, or taking part in activities and actions that will negatively impact them, the HOUSE team are able to deliver sessions on this. This is effective because many of the young people we come across during detached sessions are also attending the HOUSE project.

Building Skills

We can offer individual support if needed, but will often aim to refer to one of the available local providers.

Wider Local Partnership Work

We meet with partners at the monthly DCSM and MARAC meetings, to discuss how we can work together for the benefit of young people brought up to the meeting. These partners include KCC, SDC, VRU, Kent police, BTP, Family Hub, Southeastern rail.

Sevenoaks Town Council
Youth Services Working Group – 12th March 2025

Current Matters

NB: Updates are shown in red.

Item	Minute No	Item	Status	Latest update
	183-28/06/2023 487-08/11/2023 12-22/05/2024	Climate Change Youth Forum	To note that Sevenoaks Town Council was to trial holding a meeting of the Climate Change Youth Forum after school to try to improve attendance.	<p>The meeting for the 15th of June 2023 was postponed, with a rescheduled date in the works.</p> <p>We have currently advertised the event through event channels and social media with the first meeting set to take place on the 28th of February. We have arranged for a Guest speaker Trevor Kennet to be present to talk about “Recycling in Sevenoaks.”</p> <p>The Climate Change Youth Forum held on the 17th of April noted that whilst discussing cycle routes, the Youth Forum commented that some schools did not have secure storage for many bicycles. The Youth Forum also noted that not all families had access to bikes as they were expensive, and asked that consideration be given to donations, bike swaps or rent-a-bike schemes.</p> <p>The Meeting held on the 12th of June was cancelled due to a speaker cancellation.</p> <p>We are now exploring the possibility of holding the Youth forum during term time and working with schools' eco clubs and councils.</p>
	310-06/09/2023 479.3-08/11/2023 647.1-24/01/2024 763-20/03/2024	NEET project	<p>RESOLVED: Press release for the NEET Project once a date has been confirmed.</p> <p>RESOLVED: Press release for the NEET</p>	<p>The proposal for the NEET (Not in Education, Employment or Training) Pilot Project that would be taking place at House in the Basement.</p> <p>The NEET project, which was planned to be a two-hour programme run over 26 weeks, would have a soft launch in November, with a formal start date in January. Daren reported some difficulties with the referral process and getting responses from schools.</p> <p>They are looking at a launch during Easter. The project will be running from 13:30 till 15:30 on Tuesdays, they had arranged for speakers like the Mayor of Sevenoaks, Kenwood Trust, and other organisations to make the programme an interactive learning experience.</p> <p>Daren reported that the Project was currently in its fifth week and while they are seeing low numbers more young people are attending</p>

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Sevenoaks Town Council
Youth Services Working Group – 12th March 2025

Item	Minute No	Item	Status	Latest update
			<p>Competition be run in 2024/25; and</p> <p>2) The £695 (+VAT) be Funded from the Youth Outreach Budget.</p>	<p>Entry forms for the competition have been drawn up and printed, and some have been arranged to be sent to primary schools, posters have been printed and sent out with some entry forms sent to the Library and STC Café locations.</p> <p>The winner has been selected and contacted. However, there has been no contact with the Manufacturer since the order was placed in October.</p>
	<p>759-20/03/2024</p> <p>10-22/05/2024</p> <p>153.2)-10/06/2024</p>	Swing Doors for House in the Basement Youth Café	<p>RESOLVED: For more quotes to be obtained for the replacement and installation of the new doors and for the item to be deferred to the next meeting of the Youth Services Committee.</p> <p>It was AGREED TO RECOMMEND to the Finance & Delivery Committee that: 1) funds are provided to enable the installation of new swing entrance doors to the House in the Basement Youth Café; and 2) Quotation 4, in the sum of £4,223.13 (excl VAT) be accepted</p>	<p>Finance & Delivery Committee: That funds be provided (from contingency budget) to enable the installation of new swing entrance doors to the House in the Basement Youth Café, and that Quotation 4, in the sum of £4,223.13 (excl VAT) be accepted.</p> <p>The swing doors were installed on the 29th of July 2024.</p>
	80-10/07/2024	Skate Park event at Greatness Recreation Ground	RESOLVED: Sevenoaks Town Council to look for sponsors for this event and work with West Kent and Sevenoaks District Council to fund the event. Sevenoaks Town Council to	<p>Kent County Council have agreed to donate the remaining £500 towards the event. The event has been booked to take place on Friday 23rd of August 2024.</p> <p>Posters have been drawn up and distributed to different locations, businesses and organisations in Sevenoaks and STC advertising TV screens.</p>

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Sevenoaks Town Council
Youth Services Working Group – 12th March 2025

Item	Minute No	Item	Status	Latest update
			acceptable amount of time, then the space can be offered at the operator's discretion.	
	276-15/01/2025	Grant Applications	<ul style="list-style-type: none"> • 48 Sevenoaks Unit of the Sea Cadet Corps 1113642 Essential repairs and maintenance to boats £2,500 £1,250 • 6 Sevenoaks Three Arts Festival 1031815 Hire of the venue including high-quality piano for Sevenoaks Arts Festival competition and Cup Winners' Concert. £600 £600 • 23 Kent Youth Jazz Orchestra Towards costs of Youth Jazz Workshop & Short concert in June. Free of charge to the Young Musicians £500 £500 <p>Total awarded £2,350</p>	

Sevenoaks Town Council
Youth Services Working Group – 15th March 2025

Completed Matters**NB: Updates are shown in red.**

Item	Minute No	Item	Status	Latest update
	670- 22/03/2024	Anti-Social Behavior at Sevenoaks Vine/	RESOLVED: That the issuing of the Public Spaces Protection Order under the Anti-Social Behavior, Crime and Policing Act 2014, Section 59 should proceed for the Sevenoaks District Council to move forward to the consultation period.	
	186- 28/06/2024			The Committee noted that the Public Spaces Order had been proposed to the Youth Council and Youth Services Committee at the last meeting and will be considered by the District Council's cabinet on the 13th of July. Following this it is likely it will have a six-week public consultation predicted to start on the 24th of July. This order will give the police the power to intervene in activities carried out on a public space that would be detrimental to the quality of life to those who live locally and use the space.
	485- 08/11/2023			Maxine Quinton informed the Committee that following the overwhelming support in the consultation exercise, the Public Spaces Protection Order for The Vine would be considered at the District Council's People and Places Advisory Committee on 30th November, and if agreed, to full Cabinet on 14th December 2023. If approved implementation would be in the New Year.
	652- 24/01/2024			The Committee noted that the PSPO for the Vine had been approved and that during the Youth Council Meeting on the 17th of January Youth Councillors were shown three draft posters from SDC and had given feedback which the District Council had taken on board and created three new posters that the Committee were shown. It was noted that the posters contained a lot of text, but it was also noted that there may be a legal requirement

**Sevenoaks Town Council
Youth Services Working Group – 15th March 2025**

Item	Minute No	Item	Status	Latest update
				as to what information must be on the poster. It was noted that the majority of the Committee preferred option three, including the representatives from the Youth Council. The Committee also noted that a QR code on this option might be of help for any individuals who wanted to see the area that the PSPO covered.
	181-28/06/2023 307.1-06/09/2023	STEM opportunity for young people at House in the Basement	RESOLVED: To purchase 1 session pack at £375 for use over time at House in the Basement from the Youth Out Reach Budget	Arranged with Team.Repair for a session pack to go to House in the Basement. Daren reported that the first session of retro games consoles had been very successful.
	182-28/06/2023	Design a Christmas Light Competition 2023	RESOLVED: To fund the Design a Christmas Light Competition for £700 from the Youth Outreach Budget.	Entry forms went out to schools. Entries received on the 26 th of September submitted for Judging from the Mayor and Deputy Mayor with the Winning design being chosen, Design sent to Merlin Lighting Company to be created in to a Light. The was installed at the Stag on the 18 th of December 2023 with the winner present for the switch on along with the Mayor of Sevenoaks, Councillor Claire Shea.
	185-28/06/2023 486-08/11/2023	Skateboard Park Petition	RECOMMENDED: For the Finance & General Purposes Committee to review the options for funding the repairs as per option 1 to the skate park at £40,000. Note the refurbishment of the Greatness Skate Park and the event for the re-opening.	It was arranged that Kings Ramps who would be carrying out the refurbishment would be carrying out an event to celebrate the re-opening of the Skate park. Event arranged to take place on the 24 th of October from 11am till 4pm. The Committee noted that the skate park refurbishment was complete and that the very re-opening event on 24th October had been a huge success with up to 200 young people attending at the peak.
	650-24/01/2024	Skateboarding for girls	RESOLVED: To fund the sessions with the remaining Youth Outreach Grant	

**Sevenoaks Town Council
Youth Services Working Group – 15th March 2025**

Item	Minute No	Item	Status	Latest update
	653-24/01/2024 08-22/05/2024		<p>Budget of £600 and to pay the remainder of £510 from the Youth Outreach Grant Budget in the new financial year.</p> <p>To put together a press release for the funding of Skateboarding sessions for girls.</p>	<p>A press release was published to advertise the sessions and the funding for these from the Youth Services Committee (this was published on 6th March 2024), as well as posters being sent to the Bat & Ball Sports shop within the town.</p> <p>Daren reported that the skateboard sessions for Girls had been a great success.</p>
	761-20/03/2024	Grant Applications	<p>RESOLVED: Agreed grant applications for the following organisations and the amount awarded:</p> <ul style="list-style-type: none"> Kent Youth Orchestra: £500 We are Beams: £1,440 <p>Overall total awarded: £1,940</p>	

Youth Services Working Group – 12th March 2025

Summer Music on the Bandstand - Children's Activities

Following feedback from last year's Music on the Bandstand events, it was noted that families would prefer more children's activities/entertainment during the performances to help keep children engaged over the course of the events and enable more people to attend (and stay longer) to enjoy the music.

It is suggested that consideration be given to providing children's entertainment alongside the musical performances on Thursday evenings, whilst Sunday afternoons remain more traditional.

The Town Council has contacted an established play/activities provider and sought quotes for delivering children's craft activities and/or a bouncy castle on Vine Gardens.

Just Bouncy Castle

Staffing		
Lead & Coordinator (1) - 4 hours	£60	
Support (1) - 4 hours	£52	
On costs (15%)	£17	£129
Other		
Fuel	£30	
Insurance	£40	
Management	£40	£110
Total per session (incl. VAT)		£239
6 sessions		£1,431
Total Costs		£1,431
VAT (20%)		£286
Total Cost		£1,718

Bouncy Castle and Youth Activity

Staffing		
Lead & Coordinator (1) - 4 hours	£60	
Support (3) - 3 hours	£117	
Young Leaders (1) - 3 hours	£21	

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On costs (15%)	£30	£228
Activities		
Clay (2 bags)	£45	
Crafts	£40	
Inflatable	£-	
Paper	£10	
Paints	£15	£110
Other		
Planning & Van	£25	
Fuel	£30	
Insurance	£75	
Management	£94	£224
Total per session (excl. VAT)		£561
6 sessions		£3,367
Risk visits & planning		£300
Total Costs		£3,667
VAT (20%)		£733
Total Cost		£4,401

Recommendation:

The Working Group is asked to consider and RECOMMEND to the Finance & Delivery Committee:

1. Whether the Working Group would like children's activities to be provided on Thursday evening performances of Music on the Bandstand
2. That consideration be given to funding either the Bouncy Castle on its own or the Bouncy Castle plus craft activities

Please note that this expense will be allocated from the Youth Outreach Budget unless sponsorship or external funding is secured.



Sevenoaks Youth Council



MENTAL HEALTH SURVEY REPORT

Sevenoaks Youth Council Mental Health Survey Report

Introduction

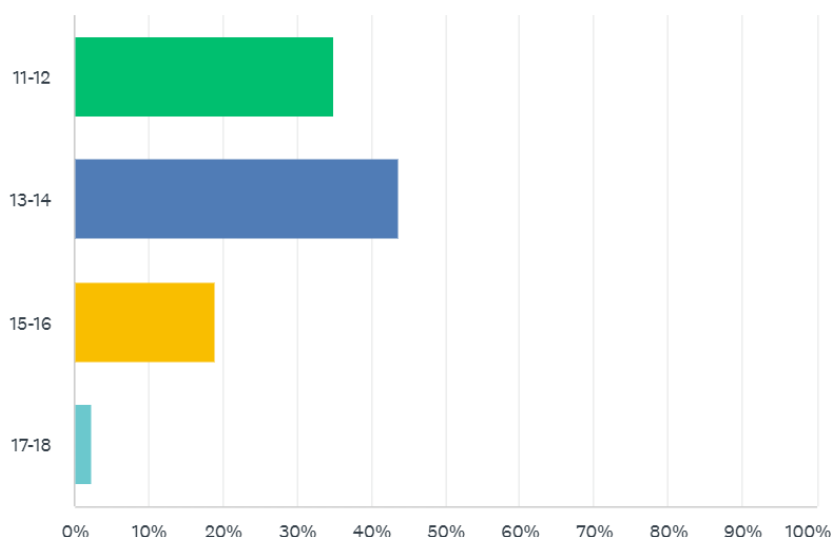
On September 9, 2024, the Sevenoaks Youth Council created and launched its Mental Health Survey targeting young people aged 11–18. This was distributed through local schools and youth organisations in the Sevenoaks town area, accompanied by posters signposting available support. The survey was designed to capture authentic, anonymous feedback about mental health from young people. It ran for two months, closing on November 13, 2024, having received 250 responses.

The largest age groups were 13–14 years (43.78%) and 11–12 years (34.94%), with smaller percentages for the older age brackets.

- **Response Count:** 250 responses (with minor variations across questions).
- **Age Distribution:**
 - 11–12 years: 34.94%
 - 13–14 years: 43.78%
 - 15–16 years: 18.88%
 - 17–18 years: 2.41%

Note: Some questions had slight variations in response numbers due to skipped items.

(Question 1) Age:



Questions 2 and 5 have been left out of this survey due to a data issue. These questions asked young people to rate their feelings on a scale from 1 to 5. However, the collected data was recorded on a scale from 1 to 100, with extreme variations. Some responses were also entered manually, making the data unreliable. As a result, these questions were not included. The questions were:

Sevenoaks Youth Council Mental Health Survey Report

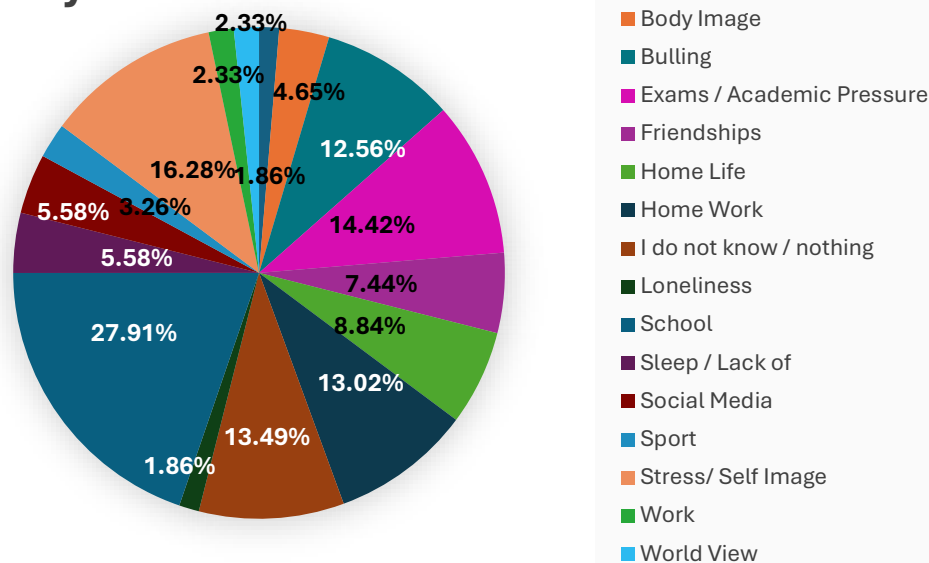
- (Question 2) On a scale of 1 to 5, how would you rate your mental wellbeing currently? (1 being very poor and 5 being excellent)
- (Question 5) On a scale of 1 to 5 how stressed are you generally? (1 being not stressed at all and 5 being extremely stressed)

(Question 3) What are some factors that negatively impact your mental health?

A total of 215 young people responded to what they felt negatively impacted their mental health, while 35 skipped the question. Analysis of open-ended responses revealed several key themes:

- **School-Related Stress:**
27.91% (60 respondents) mentioned school as a primary stressor citing factors such as exams and overall academic workload (14.42%), and homework (13.02%).
- **Stress and Self-Image:**
16.28% (35 respondents) highlighted issues related to stress, anxiety, and self-esteem (including concerns about how others perceive them, mindset issues, and self-criticism).
- **Homework:**
13.02% (28 respondents) identified homework specifically as a source of pressure that adversely affects their well-being.
- **Uncertainty:**
13.49% (29 respondents) of responses indicated that they did not know.
- **Additional Factors:**
Other responses pointed to bullying (12.56%), Home Life (8.84%), negative experiences with social media (5.58%), lack of sleep (5.58%), and feelings of loneliness (1.86%).

What are some factors that negatively impact your mental health?

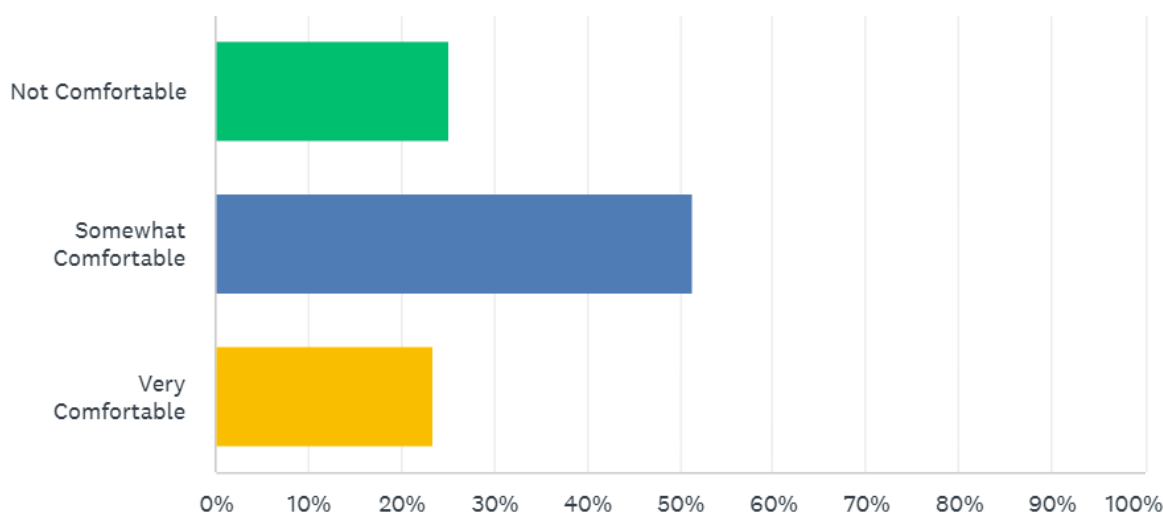


(Question 4) How comfortable are you talking about youth Mental Health?

247 respondents (with three skipping) shared how comfortable they feel talking about their mental health:

- **Very Comfortable:** 23.48% (58 respondents)
- **Somewhat Comfortable:** 51.42% (127 respondents)
- **Not Comfortable:** 25.10% (62 respondents)

While more than 70% of young people reported feeling at least somewhat comfortable discussing mental health, nearly one in four remain reluctant to do so.



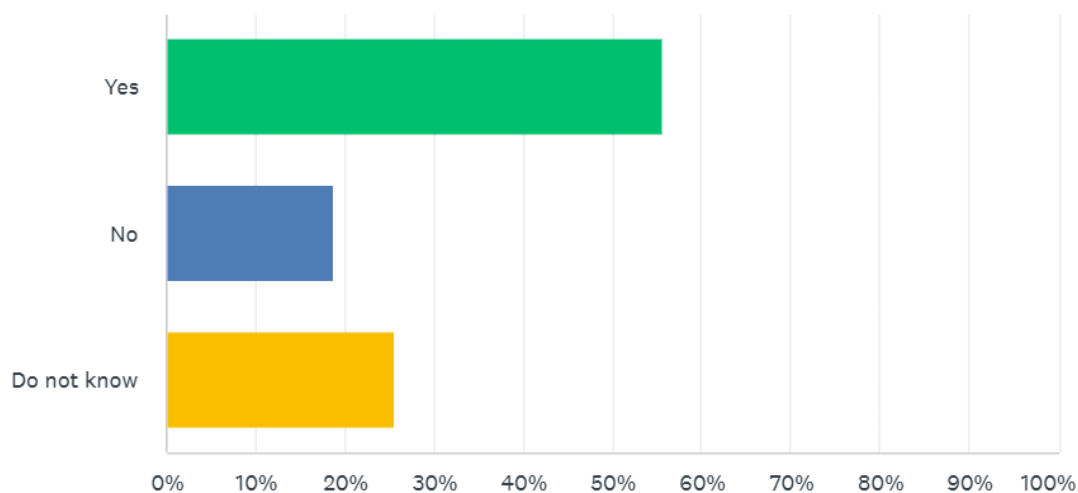
Sevenoaks Youth Council Mental Health Survey Report

(Question 6) Do you feel you have a good school-life balance?

When asked about their school-life balance (with 246 responses):

- **Yes (Good Balance):** 61.90% (143 respondents)
- **No:** 6.93% (16 respondents)
- **Do Not Know:** 27.27% (63 respondents)

Although a majority believe they maintain a healthy balance, nearly one-third of respondents are either uncertain or feel that their balance could be improved.



(Question 7) Do you practice any of the following to cope with stress/ promote well-being?

Young people were asked about the strategies they use to cope with stress and promote well-being. Of the 231 respondents who answered this question (with 19 skipping), the recorded responses were as follows:

- **Hobbies/Creative Outlets:**
143 respondents (61.90%) reported relying on creative activities to cope with stress.
- **Meditation/Mindfulness:**
16 respondents (6.93%) indicated they practice meditation or mindfulness techniques.
- **Walks in Local Parks:**

Sevenoaks Youth Council Mental Health Survey Report

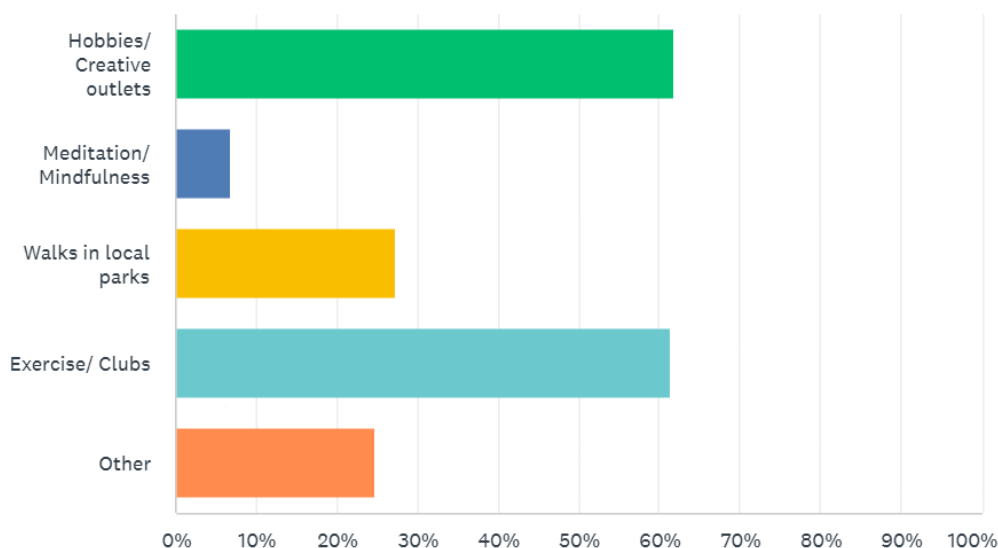
63 respondents (27.27%) selected going on walks in local parks and green spaces.

- **Exercise/Clubs:**

142 respondents (61.47%) highlighted using exercise and or clubs to help cope with stress and general well-being.

- **Other:**

It should be noted that in the survey while there is an “other” option there was no prompt for young people who selected this to fill in how they coped with stress and well-being, 57 respondents (24.68%) selected this option.



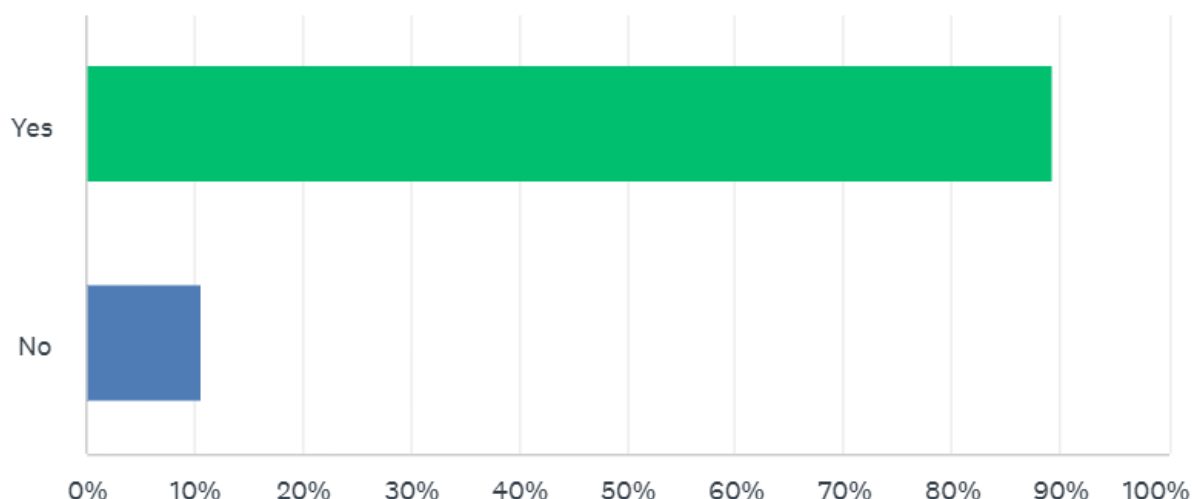
(Question 8) Do you know where to go for help?

In this question, which seeks to gauge the level of awareness of where they can go to seek help, 246 of the respondents answered (with four skipping). This question was put to the young people as a yes or no question and yielded the following results:

- **Yes:** 89.43% (220 respondents) confirmed they are aware of support services.
- **No:** 10.57% (26 respondents) indicated they do not know where to seek help.

The high level of awareness is encouraging; however, the 10.57% who are uncertain demonstrate the need for enhanced signposting and communication about available mental health resources.

Sevenoaks Youth Council Mental Health Survey Report



(Question 9) What could your school do to support student's mental well-being?

Key Findings:

181 of the 250 respondents provided insights into how their school could better support student mental health with 69 skipping this question. The responses reveal several recurring themes:

- **Dedicated Well-Being Spaces:**

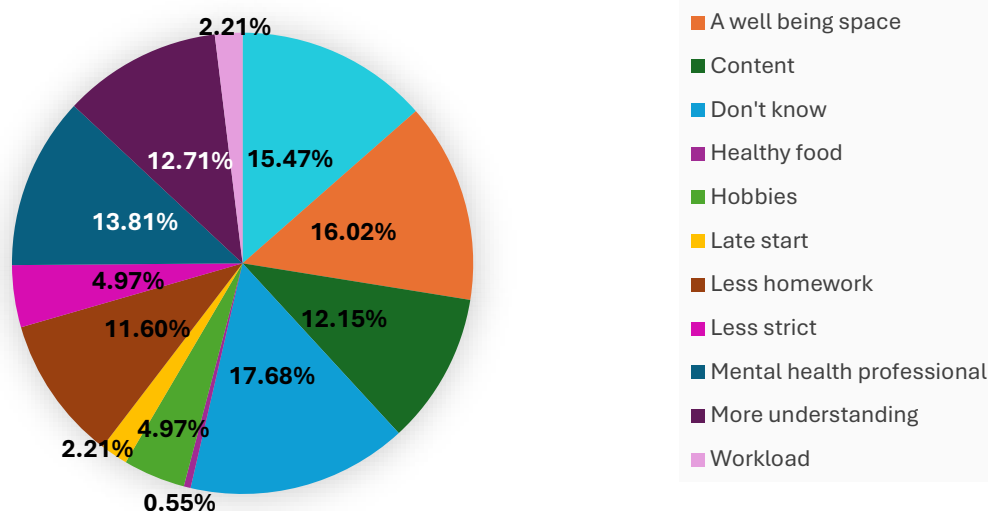
27 respondents (14.92%) proposed the establishment of designated “well-being spaces” within schools. These areas would offer students a quiet environment to relax, engage in mindfulness, or simply take a break from the daily pressures of school life.

- **Mental Health Awareness:**

13 respondents (7.18%) requested that more understanding towards mental health was needed in schools with 20 respondents (11.05%) feeling that more could be done to raise awareness in schools, this included ideas such as, one on one support. 22 of the respondents (12.15%) highlighted that more mental health support staff were needed for students to talk to. 13 respondents requested that more understanding towards mental health was needed in schools.

It is important to note that 22 of the respondents (12.15%) reported that they are content with the current level of support offered by the schools. 32 of the respondents (17.68%) answered that they did not know.

What could your school do to support student's mental well-being?



(Question 10) What could be done in your community to raise awareness about mental health?

Key Findings:

Responses to Section 10 with 166 contributions focused on what could be done in the community to enhance mental health awareness, it should be noted 84 skipped this question. The key recommendations include:

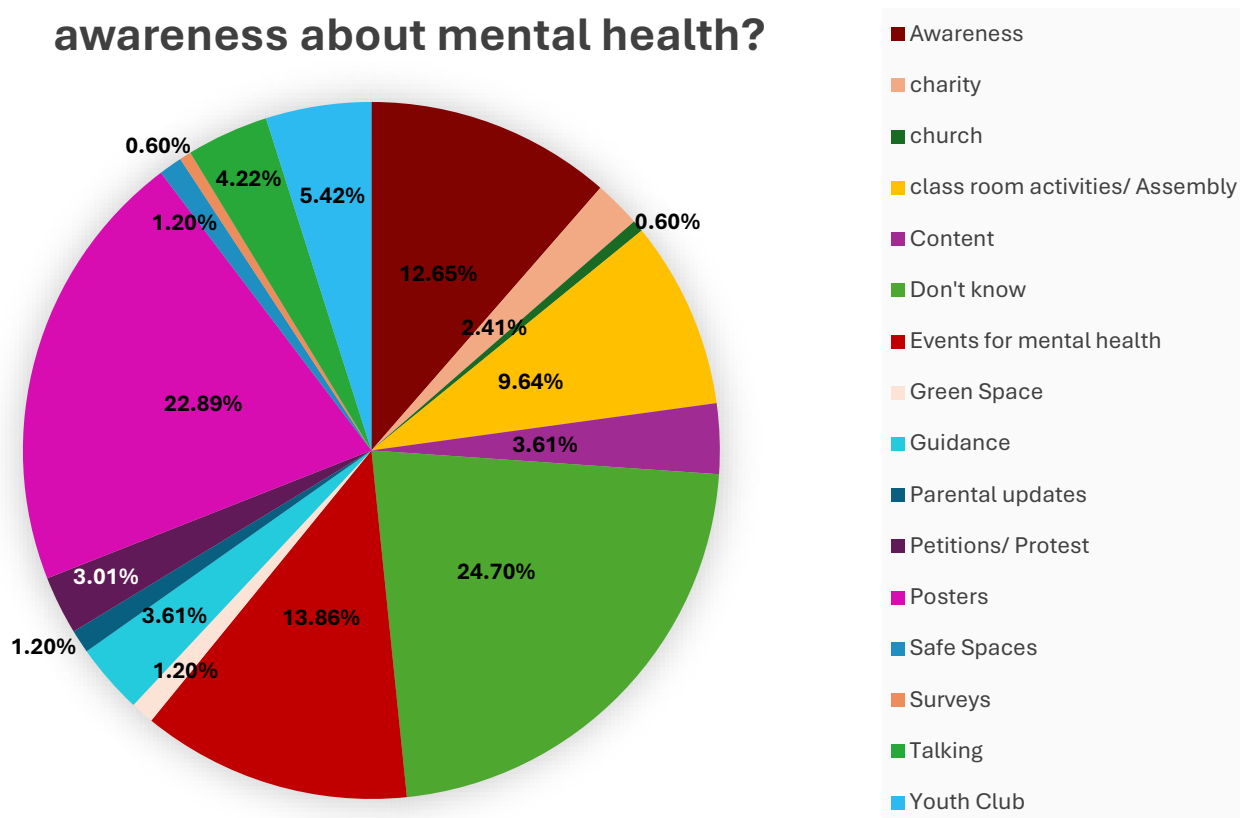
- Organised Events and Campaigns:**
 23 respondents (13.86%) advocated for community-wide events, such as mental health awareness days and public campaigns. 9 respondents (5.42%) requested more youth clubs and facilities within the town as well as more awareness of those facilities that already exist. One of the common requests under this heading was for a specific mental health awareness event.
- Visual and Educational Outreach:**
 38 young people (22.89%) suggested the use of posters, with some suggesting adverts on the Highstreet, and more free talks in schools, community centres, and other public spaces. Alongside this 5 young people (3.01%) mentioned writing petitions or protesting for more awareness of mental health.
- Enhanced Mental Health Education:**
 16 respondents (9.64%) mentioned they would like to see more regular, structured sessions such as assemblies or workshops featuring mental health professionals. 7 respondents (4.22%) highlighted that having someone they could go and talk to about how they were feeling outside of school could help.

Sevenoaks Youth Council Mental Health Survey Report

It is important to note that 6 respondents (3.61%) noted they were content with the current support but 41 (24.7%) of those who answered this question stated that they were unsure or did not know what could be done to raise awareness for mental health.

The responses indicate that young people see great value in proactive community initiatives that not only educate but also actively involve them in the dialogue around mental health.

What could be done in your community to raise awareness about mental health?



Conclusion

The survey findings reveal that academic pressures, self-image concerns, and experiences of bullying are among the primary factors negatively impacting young people's mental health.

The majority of respondents reported having a good school-life balance and they are relying on positive coping strategies that were key to good mental well-being at school, most notably through creative outlets. However, a significant proportion of respondents feel uncomfortable discussing mental health and/or remain uncertain about where to seek the help required.

The diverse suggestions provided, particularly regarding reduced academic pressure and enhanced support mechanisms display that there are several ways to change school structures to benefit student's mental health as well as a number of additional supports that could be integrated within the local community.

Sevenoaks Youth Council

Sevenoaks Town Youth Councillors are elected to represent the views, issues and opinions of young people across Sevenoaks, to make a difference and change things for the better in Sevenoaks.

Youth Council meetings are held approximately every 6 weeks in the Town Council Chamber.

Since its conception in 2009 the Youth Council has become increasingly involved in initiating and developing events for young people.

All young people are welcome to attend and join the Youth Council.

For more information about Sevenoaks Youth Council please QR code below Or check out our Instagram: @sevenoaks_youthcouncilofficial

