

**MINUTES OF THE SEVENOAKS TOWN COUNCIL
YOUTH SERVICES SUB COMMITTEE
HELD ON 20th JANUARY 2016 IN THE COUNCIL CHAMBER, SEVENOAKS TOWN COUNCIL,
BRADBOURNE VALE ROAD, SEVENOAKS TN13 3QG**

Present: Cllr N J L Busvine OBE Chairman, Cllr Mrs R E Parry Vice Chairman, Cllr A Eyre, Cllr S G Raikes, Cllr R J Parry, Cllr Mrs P C Walshe, Mrs Caroline Berry (SAYT), Mr Shane Mochrie Cox, Senior Early Help Worker (Open Access – Youth Work) KCC, Maxine Quinton (SDC) and Keith Rowell, Youth Work Manager West Kent Extra.

In Attendance: Linda Larter MBE Town Clerk, Michèle MacDonald Committee Clerk/Secretary to Town Clerk and Gail Grieves, Manager HITB Youth Café

Apologies for Absence: Cllr S L Arnold [*ex officio*], Cllr J M Canet, Cllr E Parson, Cllr R L Piper and Cllr E Waite, Alexander Dunn (Youth Councillor), Kelly Webb, Community Safety Team Leader SDC

There were no members of the public present.

62. REQUEST FOR DISPENSATIONS

There were no requests for dispensations.

63. DECLARATION OF INTEREST

There were no Declarations of Interest.

64. MINUTES OF THE YOUTH SERVICES SUB COMMITTEE

RESOLVED minutes of the meeting held on 4th November 2015, noted by Town Council on 14th December 2015 be noted and signed as a true record

65. MINUTES OF THE YOUTH COUNCIL MEETING

RESOLVED minutes of the meeting held on 4th November 2015 noted by the Finance & General Purposes Committee held on 30th November 2015 and ratified by Town Council on 14th December 2015 be noted as a true record.

NOTED: that Youth Councillor Olivia Kings, Vice Chairman of the Youth Council had volunteered to be a member of the Youth Services Sub Committee.

66. FINANCE REPORT

RESOLVED The Finance Report be received and noted. Noted Youth Council financial historic information need not be included in the future.

67. HOUSE IN THE BASEMENT YOUTH CAFÉ [HITB]

a) The HOUSE in the Basement report for January 2016 was received:

i. **Staffing**

Jack Higham has left House in The Basement and has been replaced with Simon Briley who has settled in exceptionally well, he is an experienced drummer and we hope to be able to relocate the drum kit within the café to enable some ad hoc lessons. Cali has been in New Zealand and is due to return on the 8th February 2016. We are still advertising for an apprentice to replace Katie.

RESOLVED: Recruitment of a part time Youth Worker and new Catering Apprentice outstanding. The Town Clerk advised that the Chef at Knole Academy may have some recruits and will be in touch.

ii. **Events**

HITB enjoyed the Christmas spirit with bauble decorating and tree decorating, several young people helped to decorate the café. On the 16th December we held a Christmas party with the assistance of SAYT who kindly allowed us the use of their church kitchen, a full Christmas meal was enjoyed by all. The night included games and gifts for all those in attendance. HITB has also had a poetry evening with Dan Simpson where the young people created a poem with one liners. Several food tasting sessions have also been incorporated into regular cafe nights. Staff also helped out with Pantomime tea for Mencap users. We are planning to sit with Young people to ask for ideas for 2016.

RESOLVED to note that: the Christmas party event went well. The Town Council gave thanks to SAYT for their assistance and use of kitchens. Attached to these minutes is the poem the youth created at their evening with Dan Simpson. *Attached*

iii. **Environmental Health**

The café recently achieved a level 4 from the Environmental health agency. Several minor issues were raised and these has since been resolved. We are aiming for the full 5 next inspection.

We are considering a menu change within the next few months as several items do not seem to sell any more, within this we will be looking at pricing and spend per head.

RESOLVED to note that: that the HITB youth café achieved a rating of 4 from the Environmental Health Team. The committee congratulated the Manager of the House in the Basement Youth Café on this achievement as well as the increased spend per head.

RESOLVED to note that: and agreed that the menu will change to offer more hot food menu options with an increase in the charge from £2.50 to £3.00

iv. **No 8 Bus Passes**

These are working well and several young people use them on a regular basis, as yet numbers have not increased due to the pass, but we will continue to promote via social network sites. Currently we have given out 11 passes to regular café users

RESOLVED to note that: that 12 young people had taken advantage of the No 8 bus pass with some young people living in the Greatness area of the town, now able to attend the youth café, thus achieving one of the Town Council's objectives for this group of young people in Sevenoaks Town.

b) **KCC Commissioning**

The Town Council has received the following proposed procurement timetable from KCC for tenders for the Commission funding for the youth café. The current contract has been extended to end of August 2016.

Proposed Procurement Timetable	
Publication of Advert and Invitation To Tender (ITT) Documentation on the Kent Business Portal	15 th February 2016
Contract Award	w/c 10th May 2016
Mobilisation	June, July & August 2016
Contract Commencement Date	September 2016

The tender documents for the new contract for the next three years with an option for a further 2 year extension are expected on 15.02.2016. The Town Clerk advised that:

- i. the Town Council was intending to host a "Future Youth Work & Future Partnership" event on Thursday 18th February 2016 from 09:30am to 12:30pm in the HITB. However it was noted that the District Council, Mrs Lesley Bowles, was also arranging a meeting and asked that Ms Maxine Quinton let Mrs Lesley Bowles know this to avoid any potential conflict.
- ii. all local youth groups to be invited to attend the meeting on 18th February. Mr Keith Rowell confirmed he aimed to attend this meeting to further work in partnership.
- iii. it was considered that would be preferable to all work jointly and put forward one bid unitedly
- iv. the HITB youth café has a good base able to :
 - prove its geographical area provision with two thirds of current young people attending living outside of Sevenoaks and one third living in Sevenoaks Town
 - prove its partnership working
- ii. Mr Shane Mochrie-Cox stated that practitioners were having a mapping exercise meeting on Friday 22nd January from 1-3pm in Swanley.

c) **General Statistics**

The Chairman commented that in comparing the previous months to previous years, the HITB Youth Café was moving in an upward direction with attendance and income level trends.

d) Geographical data

RESOLVED to note that: statistics collected were for the period October to December 2015 with a good spread of attendees from within the Sevenoaks District area.

e) Reports from Co-Opted Partners:

i. SAYT

Mrs Caroline Berry stated that:

- the young people had enjoyed the Christmas Party and that the ice skating day was a success.
- SAYT is struggling slightly because one of their Youth Workers has been off sick since the end of last year. The HITB Manager congratulated the two youth workers [Stefan and Darren] for the brilliant and fantastic support they give to HITB.
- In response to Cllr Parry's question on the views of SAYT and the KCC Commissioning bid, Mrs Caroline Berry stated that there be a meeting of the trustees of SAYT later in the evening whereby it will be brought to their attention the matter relating to the KCC Commissioning.

ii. West Kent Extra

Mr Keith Rowell

- agreed that people in the community should bid together and the Town Clerk confirmed that a meeting has been agreed to be scheduled with Ms Heather Brightwell, Head of Community Development West Kent Extra.
- advised that Mr Andy Watson had returned from his travels and is back working every Wednesday at the HITB until the end of March 2016 with immediate effect
- advised that there
 - is an NVQ Level 1 Food Safety Course taking place in Half term on 16th February with spaces still available
 - is a First Aid in a Day course on 19th February 2016
 - will be food available to the Young People attending on 28th January 2016
 - is an 8 week archery course in February/March 2016 at a cost of £2.50 per person per session [total £20]

and asked all to contact him for further information: keith.rowell@westkentextra.org

iii. Community Safety Team at SDC

Apologies were received from Ms Kelly Webb.

Ms Maxine Quinton advised that:

- Summer fun days were currently being planned
- a meeting will take place on Thursday 21st January 2016 to discuss an Anti-Social Behaviour found taking place at the Bat & Ball station and Greatness Recreation Ground. The Town Clerk queried why the Town Council had not been invited as this falls within its remit and the Town Council is on the brink of potentially taking over the Bat & Ball station building? Mr Keith Rowell also questioned why West Kent Extra Housing had not been invited? Both asked that this lack of communication be brought to SDC's attention.

iv. Kent County Council

Mr Shane Mochrie-Cox stated that:

- KCC have a full team now
- KCC are moving to outsourcing Education and youth participation services
- KCC Summer play provision information will follow

68. Press Releases

RESOLVED: no item was considered worthy of a press release.

There being no further business the Chairman closed the meeting at 7.55pm

Signed

Chairman

Dated

Poetry/limerick/playing with Language/story telling with Dan Simpson 15/10/15

The young people were asked to complete the sentence, I hope your birthday is.....

Below are some of the results the young people came up with.



- As good as you are
- As good as Drake (a singer)
- As unusual as Rhubarb and Custard
- A sparkling firework
- Is as good as how much you like Justin Bieber
- As good as Shannon's hair
- As good as a star in heaven
- As a chorus of voices singing just for you
- Much as I like McDonalds chips
- As gooey as a jelly bean
- As good as Cali's Tikka Masala
- As amazing as you, good luck

I hope your birthday is as good as you

I hope your birthday is as good as you

I hope your birthday is as good as you

I hope your birthday is as good as you

I hope you like your
birthday ^{is} as good as you
Justin Behr

I hope your birthday is as good as you

I hope your
birthday is as
good as Shannon's hair

I hope your birthday is as
good as you

I hope your birthday is as
good as you

I hope your birthday is as
good as you

I hope your birthday is as
good as you

I hope your birthday is as
amazing as you good luck!

Hip hop waiting in the chip shop.
Waiting for my food ~~in the~~ ^{while} the clock goes
tic toe

The batter goes crackle and the liver says Stop.
I'm still in the line waiting for my chip pot.

Hip hop im bored of this chip shop it feels
like its hours but my watch says its not.
What was that? was that the night owl?
I think Ive been waiting enough in this town
Im gonna go home and go straight into bed,
oh what! & I finally got it then!?

A dark and dingey Corridor,
Nothing but the dark and My echoing ~~foot~~ footsteps,
I'm looking round the corner not thinking
Whats next?, a couple of shadows flinch
in the glimmering Moonlight,
Somethings coming but it's not in My sight,
I'm thinking Should i Move?,
it's hard to breath i need to be Soothed,
My Stomach's churning,
My heart is burning,
I'm slowly turning,

Wait there's a hand on My Sholder,
Who is this holder?

I've dropped to the ground,
Will i ever be found? ...

[GailyGirl](#) Retweeted



Dan Simpson @dansimpsonpoet 16 Oct 2015

Really like this piece of descriptive writing from [@HouseInBasement](#) tonight!
[#sevenspoaks](#) [@knoleNT](#) [@STWevents](#)



Dan Simpson @dansimpsonpoet 16 Oct 2015

Fun times [@HouseInBasement](#) tonight: performance & writing with youth club for
[@KnoleNT](#) & [@STWevents](#) [#sevenspoaks](#)