

12th September 2018


Sevenoaks
TOWN council

You are requested to attend a meeting of the **Youth Services Sub Committee** to be held in Council Chamber, Sevenoaks TN13 3QG, on **Wednesday 19th September 2018 @ 7.00 pm** following a meeting of Sevenoaks Youth Council.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording meetings is available online at sevenoakstown.gov.uk or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.

Town Clerk 
AGENDA

Youth Services Sub Committee Members:

Cllr Mrs R E Parry – Chairman

Cllr E Parson – Vice Chairman

Cllr J M Canet

Cllr R J Parry

Cllr S G Raikes

Cllr O Schneider

Cllr E Waite

Cllr Mrs P C Walshe

Cllr S G Raikes (Chairman of F&GP) **OR** Cllr A Eyre (Vice Chairman F&GP)

Youth Councillor Volunteers:

Ana Lawther, Katie Willis and Phoebe Crichtlow

HITB Youth Café: Charlotte Marchant, Manager

KCC - Ms Sarah Gaunt

SAYT – Mrs Caroline Berry

KENWARD Trust – Mr John Shanley and Mr Andy Watson

WEST KENT COMMUNITIES – Mr Mark Morrison, Ms Charlotte Edge and

Ms Roxanne Frost

SDC - Ms Kelly Webb

PUBLIC QUESTION TIME

To enable members of the public to make representation or to put questions to the Committee on any matters on this agenda.

1 APOLOGIES FOR ABSENCE.

To receive and note apologies for absence.

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
email: council@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

Town Clerk

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 disclosures of interest from Members in respect of items of business included on the agenda for this meeting.

4 MINUTES

a) Youth Services Sub Committee

To receive, adopt and sign the minutes of the Youth Services Sub Committee's held on 4th July 2018 [copy previously circulated and attached hereto]

b) Youth Council

To receive and note that the meeting due to have been held on 4th July 2018 was inquorate.

5 HOUSE IN THE BASEMENT [HiTB] YOUTH CAFE

To receive and discuss the following reports:

a) HiTB report for September 2018 & Events [copy attached]

b) HiTB stats for July and August 2018 [copy attached]

6 REPORTS FROM CO-OPTED PARTNERS

a) Kent County Council

b) Kenward Trust

c) SAYT

d) SDC - Community Safety Team

e) West Kent Communities

7 PRESS RELEASES

To consider any agenda item considered appropriate for a press release.

**MINUTES OF THE YOUTH SERVICES SUB COMMITTEE
MEETING HELD AT SEVENOAKS TOWN COUNCIL OFFICES
ON WEDNESDAY 4th JULY 2018 AT 7 P.M.**

Meeting Commenced: 7:00 p.m.

Meeting Concluded: 7:40pm

Cllr J M Canet	Apologies
Cllr A Eyre	Apologies
Cllr Mrs R E Parry (Chairman)	Present
Cllr R J Parry	Present
Cllr E Parson (Vice Chairman)	Apologies
Cllr S G Raikes	Present
Cllr O Schneider	Apologies
Cllr E Waite	Apologies
Cllr Mrs P C Walshe	Apologies

(3)

ALSO IN ATTENDANCE:

Mrs Caroline Berry, SAYT/Churches Together in Sevenoaks & District
 Ms Sarah Gaunt, KCC Youth Hub Delivery Manager
 Mrs Linda Larter MBE, Chief Executive Officer/Town Clerk
 Mrs Michèle MacDonald, Committee Clerk.

PUBLIC QUESTION TIME

No members of the public were present.

131 APOLOGIES FOR ABSENCE:

RESOLVED: to agree and accept apologies for absence received from:

Cllr J M Canet, Cllr A Eyre, Cllr E Parson, Cllr O Schneider, Cllr E Waite,
 Cllr Mrs P C Walshe and Mrs Gail Grieves, Manager of HOUSE in the Basement,

Mr John Shanley, Project Manager Kenward in the Community
 Mr Andy Watson, Kenward in the Community
 Mr Mark Murison, Community Development Manager, West Kent Communities,
 Ms Roxanne Frost, Lead Youth Worker, West Kent Communities,

132 REQUESTS FOR DISPENSATION

None received.

133 DECLARATIONS OF INTEREST

None Received.

134 MINUTES**RESOLVED:****a) Youth Services Sub Committee**

- i. to receive and sign the minutes of the Youth Services Sub Committee meeting held on 21st March 2018 [*ratified at Finance and General Purposes on 30th April 2018*] as a true record of events. It was **noted** that Minute No 541 Geographical Date should read Geographical data.
- ii. to receive and note that the meeting due to have been held on 9th May 2018 was cancelled as it would have been inquorate.

b) Youth Council

- i. to receive and note that the meeting due to have been held on 21st March was inquorate
- ii. to receive and note that the meeting due to have been held on 9th May 2018 was cancelled due to exam timetabling.

135 HOUSE IN THE BASEMENT [HiTB] YOUTH CAFÉ

It was **noted** that the Manager of the Youth Café had resigned her post and left on 6th July 2018. The Town Clerk advised that internal recruitment had closed and the vacancy would now be posted externally. The Committee thanked the Manager of the Youth Café for all her hard work which has been very much appreciated.

It was RESOLVED: to receive and note the following reports:

- a) HiTB report for April and May 2018 and the tabled report for June 2018 [attached as Appendix A]
- b) HiTB outcome, attendance and income for April to May 2018

Date	Activities - April	Attendance Male	Attendance Female	Cash Banked	New Members Male	New Members Female
4/4/2018	PC games, Caht Music and Chess	6	1	9.5	0	0
4/5/2018	New TV installed and set up, Pool table repaired, outside area swept and rubbish cleared, Music Year End, PC games, Minecraft, Andy Watson popped in.	5	0	18.15	0	0
4/6/2018	PC games, Music, Guitar, PS3 games, Pool and staff cleaned and date checked food and cleaning cupboards	6	2	18.55	0	0
4/7/2018	Pool PC games mobile phone games, pokemon chat	6	1	7.6	0	0
4/11/2018	PC games, coding, Pool, chat and watched a movie BFG	6	0	11.7	0	0
4/12/2018	Film- Big Daddy, Pool, Air hockey, Discussions, PC games and Wii games	6	3	14.5	0	0
4/13/2018	Smash Bro's on Wii, Pool, PC games, Scrabble	8	1	14.9	0	0

Date	Activities - April	Attendance Male	Attendance Female	Cash Banked	New Members Male	New Members Female
4/14/2018	Vanguard Card game,Smash Bros on Wii, pc games, pool and general chatter	15	1	35.58	4	0
4/18/2018	PC games and air Hockey	7	0	20.8	0	0
4/19/2018	PC games and watched a TV show	4	0	8.1	0	0
4/25/2018	Fitness, PC games, Laptop games,Fitness definitions,Homework	6	0	25.4	0	0
4/26/2018	Computer Games	3	0	7.65	0	0
4/27/2018	OMN	5	3	7.3	0	0
4/28/2018	Wii U Minecraft on PC,fitness, watched a Movie LA LA land	15	1	15.5	0	0
	Total	98	13	215.23	4	0
Date	Activities - May	Attendance Male	Attendance Female	Cash Banked	New Members Male	New Members Female
5/2/2018	Fitness, PC team games and you tube videos	5	0	20.6	0	0
5/3/2018	PC Games	2	0	4	0	0
5/4/2018	Smash Bros,PC games	6	3	16.05	0	0
5/5/2018	Smash Bros P.C Games Fitness	5	0	9.1	0	0
5/9/2018		8	0	27.8	0	0
5/11/2018	exercise computer gaming	2	0	6.4	0	0
5/16/2018	Bean Boozled (jelly bean game) PC games Music trivia	6	0	17.7	0	0
5/17/2018	Uno Table Tennis Computer Gaming Exercise Discussed nutrition	2	0	11.8	0	0
5/18/2018	OMN and talk from NCS	7	4	10.3	0	0
5/23/2018	Music, Minecraft,PC games, Homework, UNO, discussion on Pokemon	6	1	20.8	0	0
5/25/2018	PC games and a movieMadagasga	4	0	8.7	0	0
5/30/2018	PC games, catch up TV	4	0	9.8	0	0
5/31/2018	Debate on abortion, PC games wii u games	7	2	11	0	0
	Total	64	10	174.05	0	0

136 LIVE ON THE VINE

The Town Clerk advised that the event is weather dependant and that volunteers are requested to help on the night and will be provided with free teas/coffees. The Town Council has set up an events website to advertise the event:

www.liveonthevinesevenoaks.wordpress.com

RESOLVED: To charge West Kent Communities, commissioned by KCC to provide Youth Services across the District Council and to contribute the £100 to this annual event taking place in the Town of Sevenoaks noting that no KCC commissioned work was taking place in the Town of Sevenoaks.

137 REPORTS FROM CO-OPTED MEMBERS

RESOLVED: to receive and note the following:

- a) SAYT - Mrs Caroline Berry advised they had interviewed some applicants and now have a youth worker starting in September. Julie will continue supporting HiTB on Wednesday and the bus at Greatness is back on Thursdays.
- b) Community Safety Team – no one was present but the following update was provided:
- Family Fun Days have been finalised with Parish Councils and the leaflet is being produced at the moment.
 - Kelly has been liaising with Sevenoaks Town Council regarding the issues at Greatness. I am sure Linda can update everyone with this.
 - I would be very grateful if you could pass on my Thanks to Gail as I know that she is leaving House in the Basement.
 - It is the end of the first quarter of the new Community Safety Partnership Action Plan and monitoring information for the actions will be requested this week. ASB reports from Bat and Ball Railway Station have reduced with the added work put in place.
- The Town Clerk asked that the Team inform SAYT whenever there are any general safety issues at Greatness such as the recent dog attacks.
- c) Kent County Council - Ms Sarah Gaunt advised that:
- i. she will be bringing some young people over from Swanley to the Live on the Vine event on Friday 20th July 2018
 - ii. KCC no longer has a youth worker presence at Knole Academy for two days a week
 - iii. KCC will now be working on KYCC Elections later this year.
 - iv. Knole Academy are now running the Duke of Edinburgh awards with their own staff.
 - v. KCC continue to provide citizenship lesson at Knole Academy once a term
 - vi. KCC provided 1-1 support for families and young people at Knole Academy and Trinity School targeting some young pupils who refuse to attend school over a six to eight-week period.
 - vii. KCC continues to promote HiTB and advised that some parents are not willing to let their children out alone in the town centre. The Committee advised that local Church Groups may have venues for hire or perhaps the local schools.

viii. KCC continues to carry out street based youth work in response to ASBO issues and confirmed that they are present for maximum of one hour carrying out youth engagement, currently not taking place in Sevenoaks.

d) West Kent Communities [WKC]– apologies noted.

138 PRESS RELEASES

RESOLVED: to issue a press release of the Live on the Vine event.

There being no further business the Chairman closed the meeting at 8pm.

Signed
Chairman

Dated

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HOUSE IN THE Basement

August 2018-September 2018

General update

House in the Basement is open on Wednesdays and Fridays from 4-8pm. Saturday from 3-8pm, opening hours were reduced because of unavailability of staff. During the school holidays and half terms, we open an hour earlier for each day. The Youth Café is now closed on Thursdays and available for other Youth Organisations to hire.

HitB is available to hire by the public or by other businesses that would like to make use of the café. Monday it is hired out by The Lewis project; which is an evening of music for anyone above the ages of 18. Tuesday is hired out by Sevenoaks Breast Cancer Support Group.

HitB has recently and unfortunately had to say its goodbyes to the Manager, Gail. She will be missed by all the attendees of HitB and together with all the staff; we all wish her the best in the future. I very much appreciate being asked to become the new manager, which I have accepted. We are actively interviewing for new staff members to help open on a regular basis.

We have thankfully had Jenny from the Vine Café helping who was only staying until September helping us to make sure the Café is open to the young people. We also have a young lady; Lucy Boddington who is only with us until October, as she returns to study at Cambridge University. She is wonderful and is so eager and enthusiastic to make sure that YP have somewhere to feel safe and comfortable.

HitB is also involved with Fairshare. A funding set up to donate reduced food from either Tesco or Waitrose that will otherwise get thrown away. This is very beneficial to the YP but also very positive to helping food wastage be reduced. HitB also keeps any of the unwanted donated food. We either use it for ingredients in our meals or we freeze it so we are able to keep it and then make use of it in the future. I have also started recycling at HitB to encourage the YP to be aware of the importance of recycling.

We have kindly received funding for the following items:

- A new smart TV, which includes many different applications e.g. Netflix, YouTube, Now TV and Amazon Prime. Netflix is one of the most popular ones.
- PS4 Pro; many suggestions of games from the YP.
- There were also new spinning chairs and new PC's installed. Which are both thoroughly used by all YP that attend HitB.
- New black leather sofas (x3)
- Brand new super soft blankets
- We are looking to advertise HitB all around Sevenoaks to encourage more YP to attend.

Charlotte Marchant, HitB Manager, has arranged a Japanese Themed Evening for 28.09.2018:

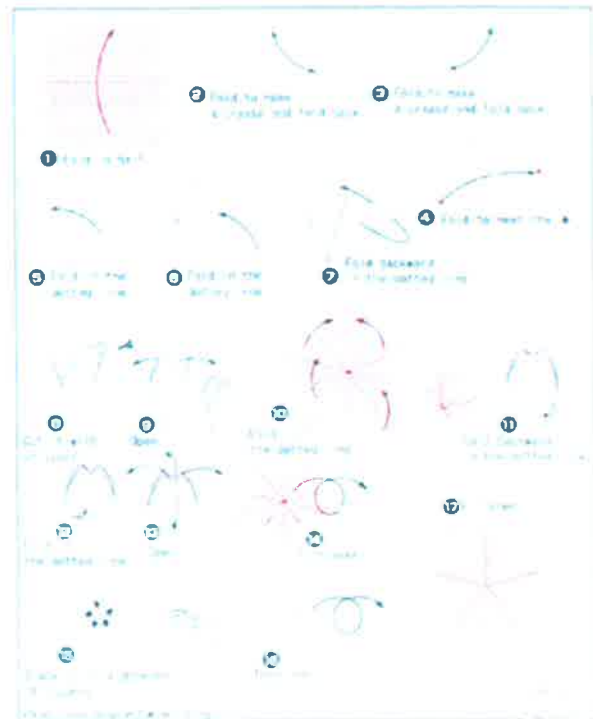
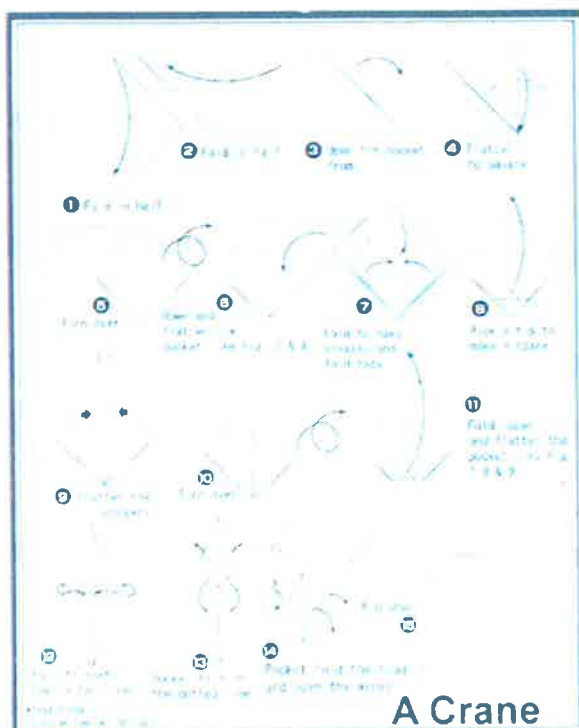
Japanese Themed Evening – Friday 28th September 4-8pm

Lucy and I would love to hold a Japanese themed evening on Friday 21st September 3-8pm. Possibly being able to extend it to 8:30; if we run over.

Ideas –

1. **Origami:** I feel as though origami is a nice, simple and easy crafts activity that everyone can join in with! All it involves is paper. I would borrow some origami instruction booklets from Sevenoaks Library and print off some step by step examples. *Japanese Lanterns*
2. **Sushi Candy:** Creating sushi the easier way! Using melted marshmallow, rice crispies and Candy.
3. **Miso Soup (with seaweed):** An authentic, simple Japanese broth/soup; usually made with fish or chicken broth*
4. **Wagamama's:** Trying to get Wagamama's to sponsor the evening with some samples of small side dishes*
5. **Art Murals (A3):** Cherry blossom trees, iconic Japanese trees. We would do this using pink paint, bubble wrap, tissue paper and bottles to create a range of textures*
6. **My Neighbour Tororo (Movie) PG:** Animated movie by the Japanese author Hayao Miyazaki. About two young girls who move to a new Village and discover a large but, adorable beast. Also a cat bus! Would be put on at 6:30/7pm. Hopefully running to 8-8:30. (extended opening times)
7. **DIY Photobooth:** Finding Japanese inspired photo props (Samuri + Geisha) * (consent of photos)
8. **Designing a promotional poster:** Facebook and Twitter advertisement. Possibly going into shops and asking to display e.g. Vine Café/Café Nero.

There could be a voluntary £2 contribution on the door to cover food and activity costs.





YC/YSSC 19.09.2018
HiTB stats -July and August 2018 –Management Change over

July 2018

Computer games					Music				
7/4/2018	2	5	4	0	17.1 Discuseed festival				
7/11/2018	2	5	3	1	Group games on the Wii				
					10.2 watched England semi final of world Cup				
					P.C Games				
					Took some attendees to collect fair share with me. (Manager)				
					Videogames				
					Discussed about what they'd like to see happen. Possibly s new console or more				
7/25/2018	2	5	3	0	18.6 events.				
					P.C Games				
					Collected fair share, took 2 members with me.				
7/25/2018	2	5	3	0	18.6 Videogames				
					Wii Games - Mariokart				
					Pool				
7/27/2018	2	5	2	2	7.7 Comedy show - Only fools and horses. Enjoyed by everyone, even Alex.				

August 2018

Comedy show - Only fools and horses (12R)					P.C games				
8/1/2018	2	5	3	0	Beanboozled - Jellybean roulette				
					5.8				
					Andy from Kenwood popped in with a lady; Amy.				
					Mariokart				
					P.C games				
8/3/2018	2	5	3	0	10.6 in-depth political discussion				
					Discussion regarding walk2talk (Regarding mental health)				
					P.C games				
					Volunteering				
					Wii Games				
8/8/2018	2	4	4	0	7.7 Xbox Games				
					Fairshare				
					Videos				
					PC games				
					Walk2Talk discussion - 9KVA walk to make awareness of mental health in YP				
8/15/2018	2	4	2	2	2.6				
					Vinyls				
					Fairshare				
					Videos - Only fools and horses.				
8/22/2018	2	4	1	2	7 Walk2Talk sign up (2 Members)				

