

# SEVENOAKS YOUTH COUNCIL MEETING

## 24 JULY 2013

6:00-7:00pm in the Town Council Offices, in the Council Chamber at Bradbourne Vale Road, Sevenoaks TN13 3QG

### AGENDA

1. **APOLOGIES**
2. **MINUTES**  
To receive, note and adopt the Minutes of meeting held on 10 July 2013 (copy previously circulated).
3. **FINANCE REPORT**  
To receive and consider the balance of the Youth Council as at 24 July 2013 (Copy attached)
4. **KCC YOUTH ADVISORY GROUP MEETINGS (YAG)**  
Youth Councillors who attended the meeting on 18 July 2013 to give a brief verbal update.
5. **EVENTS:**
  - a) Parliament Trip – to receive a verbal update of those who visited the Houses of Parliament on 17 July 2013
  - b) British Youth Council (BYC) – Annual General Meeting  
To discuss
    - i. Final nominations from Youth Councillors who would like to attend the Annual General Meeting in London on Saturday 31 August 2013 with Youth Councillors Danika Dixon, Harriet Linley and Michèle MacDonald to be received
    - ii. the British Youth Council Agenda for 31 August 2013 (copy to be released by the BYC on 23 July 2013 and will thus be tabled)
  - c) KCC Diversity event – suggestions requested
  - d) Summer outings for Sevenoaks young people
6. **FAIR TRADE**  
The Chairman of the Sevenoaks Fairtrade Network Steering Committee, Gwyneth Brearley, would like a Youth Councillor to sit on this committee for youthful input as the current youth member has now left to attend university. Correspondence is via email, which will be coordinated via Michèle and there are approximately 4 meetings a year to attend.
7. **KENT YOUTH COUNTY COUNCIL**  
No reports have been provided for July 2013.
8. **TOWN DEBATE TUESDAY 15<sup>TH</sup> OCTOBER 2013**  
The Town Mayor will be hosting a town debate during Local Democracy week. Topic to be agreed nearer the date. During the day schools will be invited to debate the topic and in the evening this will be debated again by the general public.

9. **HOUSE IN THE BASEMENT YOUTH CAFE**  
To receive and note the June 2013 report (copy to be tabled)
10. **IDEAS FOR FUTURE AGENDA ITEMS FOR THE YOUTH COUNCIL**  
To discuss future ideas to put on the agenda.
11. **DATE OF NEXT MEETING**  
To be held in the Town Council Chamber on Wednesday 18 September 2013

**Updated:24/07/2013**  
**Sevenoaks Town Council**

### Youth Council General Income and Expenditure

|                                                              |                   | Expenditure<br>£ | Income<br>£ |
|--------------------------------------------------------------|-------------------|------------------|-------------|
| <b>Balance Brought Forward</b>                               | <b>01.04.2013</b> |                  | 1,376.26    |
| Budget allocated 13/14                                       | 01/04/2013        |                  | 1,000.00    |
| Visit to Knole Community Open Day - 4<br>Vintage Bus Tickets | 26/06/2013        | 8.00             |             |
| Catering for House in the Basement 1st<br>Anniversary party  |                   | 250.00           |             |
| Trip to Parliament 17.07.2013                                | train tickets     | 69.60            |             |
|                                                              | Refreshments      | 115.00           |             |
|                                                              |                   | <hr/>            |             |
|                                                              |                   | 442.60           | 2,376.26    |
|                                                              |                   | <hr/>            |             |
|                                                              | Net<br>Balance:   |                  | 1,933.66    |

# Fair Trade Sevenoaks Town

## Request for Youth Councillor to join their Committee

We have been advised by Ms Gwyneth Brearley, Chairman Sevenoaks Fairtrade Network Steering Committee, that their sixth former is leaving to go to university and thus they have a vacancy for a young person to sit on their committee.

As they value youthful input, they would like to invite a Sevenoaks Youth Councillor to fill this position.

Most of the communication is by email, but they do have about 4 meetings a year and organise awareness-raising events.



# HOUSE IN THE Basement

June 2013

## 1. OVERVIEW

June had a dip back in attendance numbers, this could be for several reasons, exam pressures, hot weather, Wimbledon, Lions rugby match as well as a large cricket event on the Vine. Next month will be the first time that we can start to compare statistics to a previous year.

We will be actively promoting the 'good news' stories about the youth café. Adam receives many favourable comments from young people, parents and teachers and we are looking at how best to promote these.

## 2. MARKETING

- i) An advert will be placed in the Go section of the Chronicle featuring children's activities for the summer holidays.
- ii) The Football Club have generously offered a free banner space in the football ground. Artwork will be prepared – to be shared with Raleys Gym
- iii) We are looking at methods to carry out cross promotion activities e.g. roller disco at Sencio, Junior Football Club
- iv) Youth Councillors have requested improved signage and posters to be provided for the youth café.
- v) Stay go Magazine roaring review of café for top things for young people to do over the summer
- vi) One feature in Chronicle re 1<sup>st</sup> birthday for HITB with a further interview with Youth worker Ben Mason re Youth Magazine followed by weekly column for HITB young person September – December 2013 as we work in partnership with Chronicle to publish youth magazine, first edition January 2013. This is going to be a huge marketing tool having copies in every school. More young people who are passionate about writing of all types of literature to get involved.

## 3. PROGRAM

- i) Music Workshops

Beginning in August, free music lessons are to be delivered to young people every Saturday 12pm -2pm. 20 young people are already signed up for this. It has been discussed that further marketing needs to be carried out for this. We have developed good relationships with the music department of Bennett Memorial School and Tunbridge Wells Grammar.

ii) Youth Magazine

25 articles of only 300 words written by young people who topics that interest them need to be collated over the summer in preparation for the Sevenoaks' Chronicle publishing an article a week launching in September. We already have 5 articles but welcome all input many other young people, the primary value being that their voice matters and is heard on an issue of their choice.

#### **4. MAINTENANCE**

Some maintenance was carried out to the facility some which was outstanding from the original project. This was completed in readiness for the first birthday celebrations.

#### **5. STAFFING**

Despite considerable efforts by STC, K College and South East Apprentice we have not been able to recruit the Catering Apprentice. We will be advertising again for the last two weeks of July, as have been advised this could be a timing issue, and we could have more suitable responses as young people complete exams and leave school. If this is not successful we will need to review this provision, maybe in the short term

Bradley Large will be leaving at the end of August 2013 to start university as planned. It is therefore important that a third person (Catering Apprentice) is recruited by then.

#### **6. SECURITY**

Provision for a two telephone system is still being researched. This was following up from a request from parents.

#### **7. ITEMS NEEDED**

- i) Volunteer Coordinator (3 hours per week)
- ii) Handyman (3 hours per week)
- iii) Cake supplier at reasonable prices

#### **8. KCC COMPUTERISED SYSTEM**

Arrangements for training are waiting to be finalised to enable the system to start being operational.

**9. ADDITIONAL INFORMATION**

- i) Statistics including income and attendance
- ii) Geographical data

| HOUSE in the Basement<br>Youth Café |         |        | Statistics<br>by month |        |        |        |        |        |        |        |        |        |
|-------------------------------------|---------|--------|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
|                                     | Jul-12  | Aug-12 | Sep-12                 | Oct-12 | Nov-12 | Dec-12 | Jan-13 | Feb-13 | Mar-13 | Apr-13 | May-13 | Jun-13 |
| Girls                               | 189     | 173    | 177                    | 222    | 112    | 91     | 120    | 120    | 188    | 121    | 203    | 128    |
| Boys                                | 199     | 246    | 219                    | 299    | 194    | 172    | 214    | 188    | 253    | 177    | 174    | 182    |
| Total                               | 388     | 419    | 396                    | 521    | 315    | 263    | 334    | 306    | 441    | 298    | 370    | 310    |
| Youth outreach soundwaves           | 38      | 0      | 79                     | 76     | 36     | 76     |        |        |        |        |        |        |
| Youth outreach schools              |         |        |                        |        |        |        |        | 120    | 60     |        |        |        |
| Youth outreach churches             |         |        |                        |        |        |        |        |        |        |        |        |        |
| Total                               |         |        |                        |        |        |        |        |        |        |        |        |        |
| Gross income                        | 465.92  | 493.79 | 369.04                 | 519.93 | 459.69 | 297.70 | 272.84 | 359.22 | 364.85 | 244.81 | 147.28 | 234.13 |
| spend per head                      | 1.20    | 1.18   | 1.73                   | 1.00   | 1.51   | 1.13   | 0.83   | 1.17   | 0.83   | 0.82   | 0.39   | 0.76   |
| Hire income                         | 0       | 0      | 0                      | 195    | 235    | tbc    | tbc    | 25     | 25     | 0      | 30     | 0      |
| Membership                          | 103     | 125    | 147                    | 179    | tbc    | 186    | tbc    | 194    | 211    | 213    | 217    | 219    |
| Volunteers                          | tbc     | tbc    | tbc                    | 7      | tbc    | tbc    | 10     |        |        | 1      | 20     | 31     |
| Volunteer hours                     | tbc     | tbc    | tbc                    | 56     | tbc    | tbc    | tbc    |        |        | 40     | 59     | 110    |
| <u>Interventions</u>                | (total) |        |                        |        |        |        |        |        |        |        |        |        |
| Smoking                             |         | 7      | 7                      | 7      | 6      | tbc    | 6      | 15     |        | 2      | 0      | 2      |
| Sexual Health                       |         | 5      | 1                      | 0      | 1      | tbc    | 0      | 14     |        | 3      | 0      | 0      |
| Alcohol                             |         | 0      | 0                      | 0      | 0      | tbc    | 6      | 11     |        |        | 13     | 20     |
| Drugs                               |         | 2      | 0                      | 1      | 1      | tbc    | 0      |        |        |        | 0      | 0      |
| Housing /Homelessness               |         | 0      | 0                      | 0      | 2      | tbc    | 5      |        |        |        | 0      | 0      |
| Emotional Wellbeing                 |         | 1      | 1                      | 3      | 1      | tbc    | 4      | 4      |        |        | 1      | 12     |
| Child Protection                    |         | 0      | 0                      | 1      | 0      | tbc    | 0      |        |        |        | 1      | 0      |
| Readiness for work                  |         | 8      | 8                      | 15     | 3      | tbc    | 8      | 3      |        |        | 23     | 12     |
| Bad Language                        |         |        | 14                     | 25     | 10     | tbc    | 8      | 16     |        |        | 0      | 2      |
| training                            |         | 1      | 15                     | 8      | 0      | tbc    | 1      |        |        | 2      | 10     | 1      |

[illegible]

|                                                                      |            |            |
|----------------------------------------------------------------------|------------|------------|
| <b>HOUSE in the Basement Youth Café membership geographical data</b> |            |            |
| <u>Sevenoaks</u>                                                     | 30.06.2013 | Plus       |
| Northern                                                             | 20         |            |
| Eastern                                                              | 28         |            |
| St Johns                                                             | 10         |            |
| Kippington                                                           | 18         |            |
| Town                                                                 | 4          |            |
| <b>Total</b>                                                         | <b>80</b>  |            |
| <u>outside Sevenoaks</u>                                             |            |            |
| Swanley                                                              | 5          |            |
| Chipstead                                                            | 7          |            |
| Wrotham                                                              | 1          |            |
| Paris                                                                | 1          |            |
| Four Elms                                                            | 1          |            |
| Horton Kirby                                                         | 1          |            |
| Maidstone                                                            | 2          |            |
| Seal                                                                 | 6          |            |
| Ightham                                                              | 1          |            |
| Riverhead                                                            | 14         |            |
| Kemsing                                                              | 7          |            |
| Westerham                                                            | 2          |            |
| Biggin Hill                                                          | 2          |            |
| Dunton Green                                                         | 13         |            |
| Chevening                                                            | 1          |            |
| Shoreham                                                             | 1          |            |
| Tonbridge                                                            | 4          |            |
| Otford                                                               | 6          |            |
| Edenbridge                                                           | 4          |            |
| Tunbridge Wells                                                      | 4          |            |
| Farningham                                                           | 2          |            |
| Hildenborough                                                        | 4          |            |
| Knatts Valley                                                        | 1          |            |
| Brasted                                                              | 4          |            |
| West Kingsdown                                                       | 2          |            |
| Eynsford                                                             | 1          |            |
| Orpington                                                            | 1          |            |
| Oxted                                                                | 1          |            |
| Other                                                                | 33         | 13         |
| Weald                                                                | 1          |            |
| Pembury                                                              | 2          |            |
| Gravesend                                                            | 1          |            |
| Wales                                                                | 1          |            |
|                                                                      | 137        | 13         |
| <b>Total</b>                                                         | <b>219</b> | <b>232</b> |