

SEVENOAKS YOUTH COUNCIL MEETING

15 January 2014

6:00-7:00pm in the Town Council Offices, in the Council Chamber at Bradbourne Vale Road, Sevenoaks TN13 3QG, to be followed by a meeting of the Youth Services Sub Committee starting no later than 7pm.

AGENDA

1. **APOLOGIES**

2. **MINUTES**

To receive, note and adopt the Minutes of the meeting held on 4 December 2013 (copy attached)

3. **FINANCE REPORT**

To receive and consider the balance of the Youth Council as at 30 November 2013 (copy attached)

4. **EVENTS**

a. 17 January 2014

- to discuss and plan agenda [Minute 16 (e-j) refers] for the Youth Council Open Evening to be held in HOUSE in the Basement Youth Café

b. 24 January 2014

- to note the Beauty Evening being held in HOUSE in the Basement Youth Cafe

c. 7 February 2014

- to canvass those willing to attend the HOUSE on the Move Celebration Event, subject to school Head teachers giving permission

d. Half term and Easter 2014

- to consider arrangements and plans/events to be held during school holidays

5. **FAIRTRADE**

To discuss:

- a. and confirm which Youth Councillors will attend the Sevenoaks Fairtrade Steering Network meeting to be held in the Council Chamber at 6pm on Tuesday 21 January 2014
- b. ideas and ways the Youth Council may help with the Fair Trade fortnight taking place Monday 24 February to Sunday 9 March 2014

6. **FACEBOOK**

- a. To receive and note that Facebook and chat Facebook page have been set up [minute 20 a refers]
- b. To confirm that Youth Councillors, Linda Larter and Michèle MacDonald are all administrators.

7. **KENT YOUTH COUNTY COUNCIL (KYCC)**

To receive and note any updates from KYCC Youth Councillors Alexander and Harriet

8. **HOUSE IN THE BASEMENT YOUTH CAFE**

To receive and note the December 2013 report together with appendices (i) General Statistics [November] and (ii) Geographical data (copies attached)

9. **DATE OF NEXT MEETINGS & AGENDA ITEM SUGGESTIONS**

Youth Council Meetings will be held in the Town Council Chamber on the following Wednesdays at 6pm in 2014:

- a. 26 February 2014 - Youth Café's rules to be reviewed by Young People at the Youth Cafe during half term week
- b. 9 April 2014 – to discuss agenda suggestions

MINUTES OF THE SEVENOAKS YOUTH COUNCIL MEETING HELD ON 4 DECEMBER 2013 IN THE TOWN COUNCIL CHAMBER

Youth Councillors Present: Alexander Dunn (Chairman), Oliver Harper (Vice Chairman), Harriet Linley (Treasurer), and Tanjinna Miah

In Attendance: Cllr Eyre, Linda Larter and Michèle MacDonald

Apologies for Absence: Youth Councillor Caitlin Stevens and Adam Wedd, Youth Café Manager

GUEST SPEAKER – Mr Richard Wedd, SAFE Development Officer, Voluntary Action within Kent (VAWK) introduced **SAFE**, a mental Health Awareness scheme for Young People to Sevenoaks Youth Council.

SAFE will

- meet monthly at the HOUSE in the Basement Youth Café. Richard asked if any sixth formers would like to join the committee.
Youth Councillors Harriet Linley and Tanjinna Miah joined the Sevenoaks SAFE Committee
- set up a club, SAFE SPACE for any young people within the area of Sevenoaks District aged 10+ who have experienced mental health issues. SAFE SPACE will meet weekly at the HOUSE in the Basement Youth Café at 5pm and will be run by the SAFE Committee, with activities such as music, song writing and art workshops and other to enable young people to express their emotions. The first meeting will be held on Wednesday 11 December 2014 at 4:30pm, which may possibly in future be changed to a 5pm start.

Richard will email the link to 'Talk to Someone' to Michèle for distribution with the minutes.
[attached: <http://www.youtube.com/watch?v=b6s34A38FBw>]

It was AGREED that if fund raising events were held at the Youth Café for SAFE in the future to be 50/50 for the benefit of the Youth Café and the SAFE project.

14 MINUTES

RESOLVED that the Minutes of the Youth Council meeting held on 30 October 2013 be received and adopted.

15 FINANCE REPORT

The newly elected Treasurer, Youth Councillor Harriet Linley reported the net balance remained unaltered at £1,877.23.

16 EVENTS

REPORTED that the

- a) Monthly Soundwaves event take place on Friday 6 December 2013
- b) HITB Christmas Party on Saturday 21 December 2013 is free of charge thanks to a donation from Cllr Mrs Crabtree
- c) HITB Beauty Evening takes place in the Youth Café on Thursday 22 January 2014. SAFE be invited to be involved

RESOLVED that the Youth Councillors

- e) organise an Open Evening to be held at the HITB Youth Cafe on Friday 17 January 2014 [date agreed after the meeting] in order to canvass young people for ideas and to attract some more young people to join Sevenoaks Youth Council to fill current vacancies
- f) organise free refreshments using the Youth Council's budget
- g) design posters
- h) redesign the Youth Council election leaflet ready for October's election
- i) advertise the Open Evening on Facebook
- j) draft an article of the Open Evening for Sevenoaks Chronicle

17 FAIRTRADE

Youth Councillor Harriet Linley reported that there were now 50 likes on the Facebook page and that more work needs to be done in order to be prepared for the Fairtrade fortnight taking place Monday 24 February to Sunday 9 March 2014.

18 KENT YOUTH COUNTY COUNCIL

Congratulations were conveyed to Youth Councillors Alexander Dunn and Harriet Linley who had successfully been elected at Kent County Council (KCC) as KCC Youth Councillors. The three campaigns for 2014 were noted.

19 HOUSE IN THE BASEMENT YOUTH CAFÉ

The Youth café's November 2013 report together with the general statistics and geographical data were received and noted.

REPORTED that:

- a) more young people have joined [October saw 69 new members join the Youth café] but are attending less frequently
- b) case studies were being prepared highlighting some interesting and positive feedback
- c) the Youth Magazine's editorial team continues working on this project - revised launch date is Spring 2014
- d) the KCC QES computer system continues to present issues. Mr Nigel Crocker will chase up results following the recent meeting between the KCC QES representative and the Town Clerk.

20 DATES OF NEXT MEETINGS & AGENDA ITEM SUGGESTIONS

All meetings start at 6.00pm in the Town Council Chamber:

- a) 15 January 2014
 - Youth Councillor Oliver Harper and Michèle MacDonald to prepare a Youth Survey to identify Shops and firms to suit young people of Sevenoaks to be discussed at the open evening
 - Youth Councillor Tanjinna Miah to set up a Sevenoaks Youth Council Facebook page with Youth Councillor Harriet Linley setting up a Facebook Chat page ready for this meeting. All Youth Councillors, Linda Larter and Michèle MacDonald to be administrators
 - Fairtrade support for the Fairtrade fortnight [24.02 to 09.03.2014]
- b) 26 February 2014 – Youth Café's rules to be reviewed by Young People at the Youth Cafe during half term week
- c) 9 April 2014 – agenda items yet to be confirmed

The meeting closed at 6:40pm

Chairman

Updated: 24/12/2013
Sevenoaks Town Council

Youth Council General Income and Expenditure

		Expenditure £	Income £
Balance Brought Forward	01.04.2013		1,376.26
Budget allocated 13/14	01/04/2013		1,000.00
Vintage Bus Tickets re visit to Knole Community			
Open Day	26/06/2013	8.00	
Catering for HiTB 1st Anniversary party	04/07/2013	250.00	
Travel costs re visit to Parliament	17/07/2013	184.60	
Travel costs re BYC Annual Council Meeting	31/08/2013	56.43	
		499.03	2,376.26
Net Balance:			1,877.23

You are cordially invited to the

**Friday 7th
February 2014**



**1:00pm to
4:00pm**

Celebration Event

Venue: Lenham Community Centre, Groom Way, Lenham, Maidstone, Kent, ME17 2QT

You will hear from young people about how the project has had a positive impact on their lives and get an insight into how the project has had a positive impact on local Kent areas during its tour around the county.

The event will also explore future opportunities for the continuation of the service for the benefit of young people across Kent.



**Kent
County
Council**



CXK
maximising potential

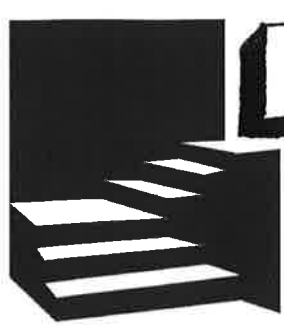
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Please confirm your attendance as soon as possible -and by the 24th January 2014

We look forward to seeing you at the event

Kindest Regards

The House On The Move Team



HOUSE IN THE Basement

December 2013

1. Overview

The Youth Café is now the social area that was always intended with a good mixture of young people coming to mix with friends and spend their leisure time in safe and happy atmosphere. Obviously some young people continue to have problems and social issues that are addressed or steered towards professional services, in a discreet manner.

2. Marketing

Working on the principal that playgroups do not need to use traditional marketing as places are normally filled by 'word of mouth promotion' amongst mums. HitB Youth Café will be working with Sevenoaks Mums as a trial run for the first four months of 2014 to increase visitors to the venue. The marketing will take the following form:-

- i) Advertising within the Sevenoaks Mums directory
- ii) Headed banner and news item on Sevenoaks Mums website
- iii) Open Day event
- iv) Social media interaction
- v) Promote HiTB events
- vi) Promote HiTB as a venue for hire

3. Programme & Projects Update / Progress

- i) Katie will be arranging a Beauty in the Basement Pamper Evening for girls 11- 18 on 22nd January 2014.
- ii) The Stag have kindly donated a glass cabinet to enable the display and sale of second hand computer games – it is hoped to launch this soon.

- iii) An inter school chess championship is to be started soon. Sevenoaks School have kindly offered to help with the administration for this.
- iv) Christmas dinner for HitB took place on 21st December 2013. Due to the generosity of Cllr Crabtree, from her KCC Member Grant (£400) and the Royal Oak Hotel it was possible to provide a sit down dinner and gifts for young people and volunteers at the youth café. Approx. 30 young people and staff and volunteers attended.

4. Staffing

Although the funding was approved by KCC for the apprentice under the Assisted Apprentice scheme the candidate no longer wanted the position as he has moved away from the area. We are looking for a replacement.

The alcohol worker who was paid for by the KCC Commissioning joint project for West Kent Extra and Sevenoaks Town Council has left for full time employment. Recruitment is under way for replacement.

5. QES Computer System (KCC)

Unfortunately of the 122 daily entries for July, August and September, two thirds for July and August has been confirmed as lost in the system. Currently one month at a time is being loaded with basic information and then tested. Due to this we are still falling behind and are still not able to fully use the system to its best advantage.

6. Additional Information

- i) General Statistics
- ii) Geographical Data

HOUSE in the Basement Youth Café		Statistics by month		Statistics by month		YEAR 1 + 2 of operation																	
October 2013 - bold figures show updates across months																							
		Jul-12	Jul-13	Aug-12	Aug-13	Sep-12	Sep-13	Oct-12	Oct-13	Nov-12	41579	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13					
Girls		189	74	173	104	177	44	222	52	112	46	91	120	120	188	121	203	128					
Boys		199	157	246	138	219	81	299	132	194	120	172	214	188	253	177	174	182					
Total		388	231	419	242	396	125	521	174	315	166	263	334	306	441	298	370	310					
Youth outreach soundwaves		38	0	0	0	79		76	12	36	0	76		120	60								
Youth outreach schools											0												
Youth outreach churches											0												
Total											0												
Gross income		465.92	177.07	493.79	280	369.04	144	519.93	217.90	459.69	247.52	297.70	272.84	359.22	364.85	244.81	147.28	234.13					
spend per head		1.20	0.766537	1.18	1.16	1.73	1.15	1.00	1.25	1.51	1.49	1.13	0.83	1.17	0.83	0.82	0.39	0.76					
Hire income		0	482	0	568	0	403	195	208	235	627	tbc	tbc	25	25	0	30	222					
Membership		103	243	125	253	147	275	179	345	tbc	382	186	tbc	194	211	213	217	219					
Volunteers		tbc	3	tbc	3	tbc	tbc	7	6	tbc	2	tbc	10			1	20	31					
Volunteer hours		tbc	13.5	tbc	16.5	tbc	tbc	56	16.5	tbc	10	tbc	tbc			40	59	110					
Interventions		(total)																					
Smoking			2	7	0	7	0	7	tbc	6	0	tbc	6	15		2	0	2					
Sexual Health			0	5	0	1	0	0	15	1	0	tbc	0	14		3	0	0					
Alcohol and drugs			30	0	39	0	20	0	0	0	0	tbc	6	11			13	20					
Drugs				2	n/a	0	4	1	0	1	0	tbc	0	0		0	0	0					
Housing /Homelessness			0	0	0	0	0	0	0	2	0	tbc	5			0	0	0					
Emotional Wellbeing			0	1	0	1	0	3	7	1	0	tbc	4	4		1	12	12					
Child Protection			0	0	0	0	0	1	0	0	0	tbc	0	0		1	0	0					
Readiness for work			0	8	19	8	0	15	0	3	0	tbc	8	3		23	12	12					
Bad Language			0	0	0	14	0	25	0	10	0	tbc	8	16		0	2	0					
Training			0	1	26	15	0	8	0	0	0	tbc	1			2	10	1					
decision making			44	5	0	2	0	12	0	10	0	tbc	11				0	13					
social services				1	0	1	0	0	0	0	0	tbc	0				0	0					
other			226	260	260	49	238	72	243	34	197						51	0					
			302	30	344				265		197		49	63		7	99	62					
Connexions		0	4	0	4	1	4	6	1	0	2	1	10					0					
Sexual Health Nurse			0		0						0							0					
Kenwood Trust			0		0						0							6					
total			306	30	348	50		78	266	34	2		59					6					

also updated October 2013

HOUSE in the Basement Youth Café membership geographical data		
Sevenoaks	30.11.2013	Plus
Northern	28	2
Eastern	30	
St Johns	13	2
Kippington	25	3
Town	9	2
Wilderness	4	
Total	109	9
outside Sevenoaks		
Bessels Green	1	
Biggin Hill	2	
Borough Green	0	2
Brasted	6	
Brighton	0	1
Chevening	1	
Chislehurst	1	
Chipstead	10	3
Cobham, Surrey	2	
Crouch	1	
Dartford	0	1
Dunton Green	17	
Edenbridge	5	1
Eynsford	1	
Farningham	2	
Four Elms	1	
Gravesend	1	
Hadlow	1	
Halstead	1	
Hildenborough	5	2
Horton Kirby	1	
Ide Hill	1	1
Ightham	2	2
Kemsing	9	
Knatts Valley	2	1
Longfield	0	1
Maidstone	2	
Orpington	1	
Oxford	10	2
Other	78	1
Oxted	2	
Paris	1	
Pembury	2	
Platt	1	
Riverhead	17	1
Seal	11	1
Shoreham	2	
South Darenth	1	
Swanley	5	1
Tonbridge	6	3
Tunbridge Wells	10	1
Weald	3	1
West Kingsdown	2	
West Wickham	1	
West Malling	1	
Westerham	4	1
Wrotham	2	1
Wales	1	
	236	28
Total	345	382

total November new