Sevenoaks Youth Town Council
Meeting 28 January 2015
@ 6pm
Town Council Offices, Bradbourne Vale Road, SEVENOAKS TN13 3QG

Guest: Mr Austin Blackburn, Managing Director Go-Coach

To welcome new Youth Councillor Oliver Forth

AGENDA

1. **Apologies for absence**

2. **Minutes of Last Meeting**
   To note the minutes of the Youth Council meeting held on 17 December 2014 (copy previously circulated and attached hereto).

3. **Finance Report**
   To receive and note the current Financial Balance as at 15 January 2015 - £1,724.27 (copy attached).

4. **HOUSE in the Basement**
   To receive and note the
   a) HOUSE in the basement reports for January 2015
   b) General statistics, including income for December 2014
   c) Geographical data for December 2014
   (copy reports attached)

5. **To further discuss matters arising from Minute 11**
   To receive, note and discuss:
   a) School Freedom Passes
   b) Concerns regarding school bus journeys
   c) Street Lights Petition
   (Copy reports attached).
   d) Events – to plan and discuss an event for 2015
   (Copy report to be tabled).

6. **Events and Agenda setting for March to April 2015**
   To receive and note
   a) Young Kent – Valentine Craft Evening in HOUSE in the Basement on 12.01.2015 from 6-8pm
   b) Tour of Houses of Parliament

7. **DATES OF NEXT MEETINGS**
   To note the dates for the next meetings are: 11.03.2015 and 22.04.2015 in the Town Council Chamber at 6pm.

MINUTES OF THE ANNUAL GENERAL MEETING OF SEVENOAKS YOUTH TOWN COUNCIL HELD ON 17 DECEMBER 2014 AT SEVENOAKS TOWN COUNCIL OFFICES

Present: Kelly Williams, Olivia Kings, Alexander Dunn, Ben Park, Thomas Smith, Tanjinna Miah, James Craggs, Taramina Miah

In Attendance
Cllrs A Eyre and R J Parry
Mr Shane Mochrie-Cox, KCC Community Youth Tutor
Linda Larter MBE Chief Executive/Town Clerk
Michèle MacDonald, Committee Clerk and Secretary to Chief Executive/Town Clerk

10 **APOLOGIES**
None received.

11 **MINUTES OF LAST MEETING**
RESOLVED: received and noted as a true record.
MATTERS ARISING: At the Chairman's request, the Youth Councillors decided to proceed with the following suggestions over the forthcoming year:

a. School Bus Tickets
- Prices deemed expensive. A breakdown of the Freedom Bus Pass numbers for Sevenoaks Town was requested. Michèle to action.
- Worthy of consideration is an introduction of a joint leisure bus ticket in Sevenoaks subject to costs. Subject to costs, Linda asked Youth Councillors put forward ideas for questions for a survey by email to Michèle.

b. School Bus Journeys
Concern regarding
- overcrowding [young people standing in corridors and stair on buses]
- behaviour of young people
  - sixth formers taking drugs
  - objects thrown out of windows
  - fights taking place
- bus drivers not scanning all passes which is felt that numbers and overcrowding figures were not accurate

AGREED that Michele approaches schools and the Director of Education at KCC about these concerns. Youth Councillors to note their concerns to Michele as soon as possible via email in order that the information may be collated.
- Sometimes buses don't turn up, school is notified but then there is no system in place to address getting home. A duty of care should exist.
- CCTV/Cameras – could schools be given access to these?

AGREED that Linda invites the Go Coach Director to attend the next meeting to hear concerns and offer help address these. Perhaps put in place a tweet network to notify late busses

c. Street Lights
- In some streets within Sevenoaks need turning back on as young people don't feel safe to go out especially around the Bat & Ball station. Linda advised that the KCC website is where to register any street lighting problems. Cllr Parry informed all of the quarterly meeting of the Joint Transportation Board held at KCC who would welcome a petition from Sevenoaks Youth Councillors.
- Linda asked Youth Councillors to email concerns regarding personal safety around the Bat& Ball area to Michèle **as soon as possible** as an audit of how safe people feel is being carried out there on Monday 22nd December 2014.

d. Event
Youth Councillors to consider the following events and their feasibility regarding timing and costs:
- partaking in the WW2 National VE (Victory in Europe) Day on Friday 8th May 2015 – considering either an event in Knole Park or Vine Gardens
- having a themed public event well-advertised such as an open air cinema event at Knole Park or Vine Gardens – free entry – money charged for refreshments.
  ACTION Andrew Eyre to check Marvel Film blockbusters due out in 2015 for May half term holiday so that this idea may be further discussed at the next meeting of Sevenoaks Youth Council.

12 FINANCE REPORT
RESOLVED: no changes with the balance on account as £2,351.90.

13 HOUSE IN THE BASEMENT
RESOLVED:
a. The HOUSE in the Basement report for December 2014 be received and noted
b. General statistics, including income for October and November 2014 be received and noted
c. Geographical data for October and November 2014 be received and noted

14 CONSTITUTION
RESOLVED: no changes

15 EVENTS
NOTED:
a. *Christmas Decoration Event* at HITB Friday 19th December 2014 from 6pm to 8pm free of charge. Youth Councilors encouraged to come.
b. *Work Experience for Young People* – offered under Sevenoaks Town Partnership, Stag Community Arts Centre, and Sevenoaks Town Council.

16 DATES OF NEXT MEETINGS
NOTED: the dates for the next meetings are: 28.01.2015 and 11.03.2015, in the Town Council Chamber at 6pm.

The meeting closed at 7pm

Updated: 15.01.2015
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
Budget allocated 14/15	**01/04/2014**		500.00
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	
Open Evening		25.33	
Printing youth council leaflets (SDC 15923)	07/10/2014	149.00	
Printing youth council leaflets (SDC 16087)	05/11/2014	283.13	
Printing recharges (SDC16295)	16/12/2014	195.50	
		1,151.99	2,876.26
	Net Balance:		1,724.27

HOUSE IN THE Basement

House in the Basement Youth Café Report **January 2015**

Staffing
The Manager of the facility, Gail Grieves has returned to work at the youth café.

Membership Numbers
Membership numbers are slowly rising with increasing numbers on a Friday evening. Additional DJ Evenings are also being planned for Friday evenings in conjunction with the Edenbridge project.

Hire of Venue
The new hire The Lewis Project (music workshops) has started on Sundays and Mondays from 12th January 2015. The hirer will pay £100 per week to the youth café. Musical Bumps will also be hiring on Wednesdays in addition to Fridays.

Valentine Event on Thursday 12th February 2015
Young Kent are providing a craft event to make Valentine Cards and cookie bouquets.

Woolly Hat Fundraising Event Friday 30th January 2015
The event is being run jointly with SAYT. Everyone wears a woolly hat and pays a £1.00.

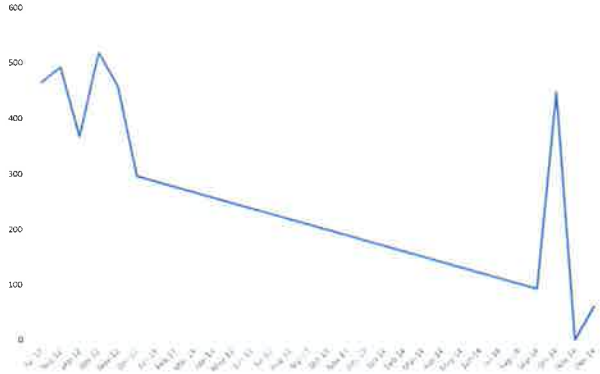
St James Wealth Foundation Grant - £2,000
A grant of £2,000 has been provided for a second year to cover the costs of the provision of the Special Needs evening held on Tuesdays.

Catering Apprentice
The Town Clerk is pleased to report that Katie Shipton has successfully completed and passed her exams for year 1 of her catering apprenticeship course.

HOUSE In the Basement Youth Café			Statistics by month							
		Jul-12	Jul-13	July 214	Oct-12	Oct-13	Oct-14	Nov-12	Nov-13	Nov-14
Girls		189	74	70	222	52	93	112	46	63
Boys		199	157	105	299	122	142	194	120	98
	Sub Total	388	231	175	521	174	235	306	166	161
Youth out reach Schools			0	0		0	0		0	0
Youth outreach soundwaves May 2014 stats updated		38	0	0	76	12	0	36	25	0
Youth outreach churches			0	0		0	0		0	0
	new grand totals wef January 2014 TOTAL	426	291	175	597	186	285	342	191	161
Gross income		465.92	177.07	179.8	519.93	217.90	449.4	459.69	247.52	163.36
spend per head		1.20	0.766537	1.03	1.00	1.25	0.522	1.51	1.49	1.01
Hire Income	updated September 2014	0	568	0	0	208	0	235	627	1,645.00
Membership		103	243	591	179	344	650	tbc	382	664
Volunteers		tbc	3	6	7	6	7	tbc	2	10
Volunteer hours		tbc	13.5	35	56	16.5	16	tbc	10	19
Interventions		(total)								
Smoking			2	10	7	tbc	0	6	0	0
Sexual Health	no of Young People		0	19	0	15	30 no nurse	1	0	0
Alcohol and drugs			30	42	0	0	79	0	0	14
Drugs				21	1	0	10	1	0	11
Housing /Homelessness			0	0	0	0	0	2	0	0
Emotional Wellbeing			0	21	3	7	15	1	0	29
Child Protection	(2013 includes Social services)		0	0	1	0	0	0	0	0
Readiness for work			0	0	15	0	10	3	0	0
Bad Language			0	0	25	0	0	10	0	0
training			0	0	8	0	0	0	0	0
decision making			44	0	12	0	35	10	0	0
social services				0	0	0	0	0	0	0
other			226	201		243	92		197	103
	Total		302	314	72	265	241	34	197	157
Partnership No of visits										
Connexions	Ceased March 2014	0	4	0	6	1	0	0	2	0
Sexual Health Nurse			0	3			0		0	0
Kenwood Trust			0	0			0		0	0
SAYT				3			4			4
VAWK				4			3			3
SAFE	NEW January 2014			0			2			1
	Total		306	324	78	266	248	34	34	34

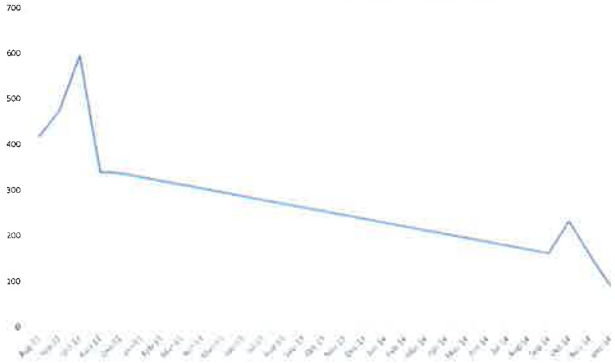
HOUSE in the Basement Youth Café		Dec-12	Dec-13	Dec-14	Jan-13	Jan-14	Feb-13	Feb-14	Mar-13	Mar-14	Apr-13	Apr-14	May-13	May-14	Jun-13	Jun-14
Girls		91	50	39	120	95	120	111	188	89	121	83	203	80	128	95
Boys		172	126	54	214	179	188	188	253	159	177	172	174	155	182	119
	Sub Total	263	176	93	334	274	308	299	441	248	298	255	377	235	310	214
Youth out reach Schools			120	0				0		0		0		0		0
Youth outreach soundwaves	May 2014 stats updated	76	12	0	0	0	0	105	0	34	0	0	0	75	0	47
Youth outreach churches			0	0				0				0		0		0
	new grand totals wef January 2014 TOTAL	339	308	93	334	274	308	404	441	282	298	255	377	310	310	261
Gross income		297.70	173.79	60.49	272.84	298.78	359.22	231	364.85	107.35	244.81	273.64	147.28	138.38	234.13	268.3
spend per head		1.13	0.99	0.65	0.82	1.09	1.17	~~0.77~~ 0.57	0.83	0.38	0.82	~~0.93~~ 1.07	0.39	~~0.59~~ 0.45	0.76	1.03
Hire Income	updated September 2014	0	410	tbc	tbc	208	25	208	25	550	0	14 222	30	60	222	120
Membership		186	413	668	tbc	427	194	515	211	549	213	567	217	577	219	577
Volunteers		tbc	3	3	10	1		0		1	1	5	20	1	31	1
Volunteer hours		tbc	13	13	tbc	3		0		5	40	16.5	59	2	110	3.5
Interventions																
Smoking		tbc	0	0	6	3	15	4		3	2	0	0	0	2	0
Sexual Health	no of Young People	tbc	0	0	0	no nurse!	14	no nurse!		no nurse!	3	no nurse!	0	no nurse!	0	11
Alcohol and drugs		tbc	0	41	6	2	11	0		28		46	13	99	20	29
Drugs		tbc	0	0	0	1		0		2		0	0	47	0	0
Housing /Homelessness		tbc	0	0	5	0		0		0		0	0	0	0	0
Emotional Wellbeing		tbc	0	0	4	4	4	9		1		0	1	0	12	0
Child Protection	(2013 includes Social services)	tbc	0	0	0	0		0		0		0	1	0	0	0
Readiness for work		tbc	0	0	8	13	3	0		0		21	23	10	12	14
Bad Language		tbc	0	0	8	0	16	0		0		0	0	7	2	0
training		tbc	0	0	1	0		0		0	2	0	10	0	1	0
decision making		tbc	0	0	11	0		0		0		0	0	0	13	0
social services		tbc	0	0	0	0		0		0		0	0	0	0	0
other			243	98		323		294		161		292	51	175	0	286
	Total		243	139	49	346	63	307	0	195	7	359	99	338	62	340
Partnership No of visits																
Connexions	Ceased March 2014	1	4	0	10	2		3		4		0		0		0
Sexual Health Nurse			0	0		0		0		0		0		0	0	1
Kenwood Trust			0	0		0		1		0		0		1	6	0
SAYT				2		2		3		1		4		2		4
VAWK			2	1		1		1		1		4		3		3
SAFE	NEW January 2014			0		2		1		2		1		28		3
	Total		6	3	10	5	0	9	0	8	0	9	0	34	6	11

GROSS Income July 2012 to December2014

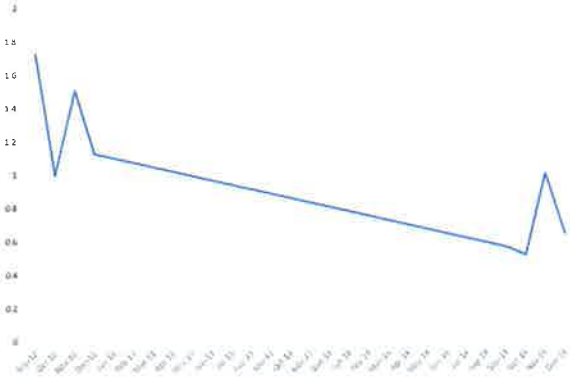


HireIncome July 2012 to December 2014

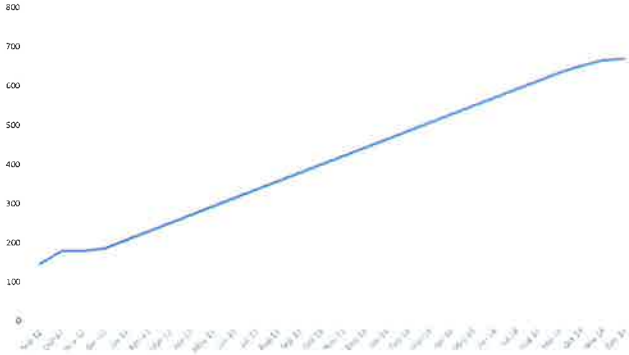
total attendances including outreach July 2012 to December 2014



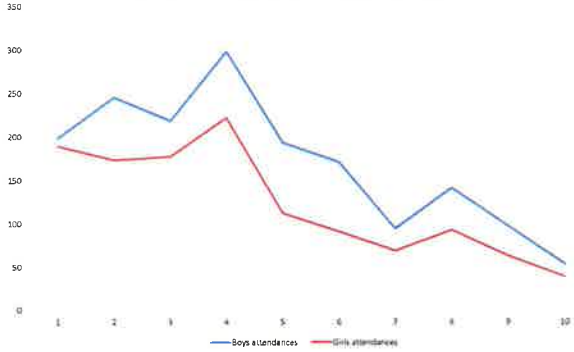
Spendperhead July 2012 to December2014



Membership July 2012 toDecember 2014



Attendance Girls and Boys July 2012 to December 2014



HOUSE in the Basement Youth Café membership geographical data	End of November 2014	New in December 2014	Total as at end December 2014
Sevenoaks		Plus	
Northern	62		
Eastern	42		
St Johns	27		
Kippington	33		
Town	23		
Wildernesse	8		
Total	195	0	195
outside Sevenoaks			
Bessels Green	2		
Biggin Hill	2		
Borough Greent	3		
Brasted	10		
Brighton	1		
Chevening	3		
Chislehurst	2		
Chipstead	17		
Cobham, Surrey	2		
Crawley	1		
Crouch	2		
Cudham	1		
Crowborough	1		
Dartford	1		
Dunton Green	22		
Edenbridge	7		
Eynsford	3		
Farningham	2		
Four Elms	1		
Gravesend	1		
Hadlow	2		
Halstead	1		
Hildenborough	9		
Horsmonden	2		
Horton Kirby	1		
Ide Hill	2		
Ightham	8		
Kemsing	18	4	
Knockholt	1		
Knatts Valley	3		
Leigh	1		
Longfield	1		
Maidstone	4		
Mark Cross	1		
Orpington	1		
Otford	22		
Other	166		
Oxted	3		
Paddock Wood	1		
Paris	1		
Pembury	2		
Platt	2		
Plaxtol	1		
Pontoise	2		
Riverhead	28		
Seal	14		
Shoreham	2		
South Darenth	1		
Sundridge	7		
Swanley	6		
Tonbridge	20		
Tunbridge Wells	21		
Wallington	1		
Weald	7		
West Kingsdown	3		
West Wickham	2		
West Malling	2		
Westerham	10		
Whiteleafe	1		
Wrotham	4		
Wales	1		
	469	4	473
Total	664	668	668

Youth Council Agenda Item No 5 (a) – School Bus Tickets

To receive and note the response received from Kent County Council in response to Minute 11 a) *[School Bus Tickets / Prices deemed expensive. A breakdown of the Freedom Bus Pass numbers for Sevenoaks Town was requested]*

KCC'S RESPONSE

The Kent Freedom Pass was replaced with a new Young Persons Travel pass from September 2014. I am sorry that Youth Councillors consider the cost of bus travel expensive and can really only speak with regards to this scheme which is provided by Kent County Council. Even at the increased cost of £200, the pass is considered to represent exceptional value given that each pass costs KCC over £300 in additional subsidy. The scheme therefore continues to be the most generous of its kind outside of London and costs the Council over £10m per annum in discretionary support to help parents with the costs of home to school transport.

In terms of the numbers requested, we do not record pass holders by ward. What I can tell you is that there are currently 1,342 Young Persons Travel Pass holders with a Sevenoaks postal address.

Youth Council Agenda Item No 5 (b) – Concerns regarding School Bus Journeys

To receive and note the response received from Youth Councillors, local parent, schools and Go-Coach in response to
Minute 11 b) School Bus Journeys - Concern regarding

i. overcrowding [young people standing in corridors and stair on buses]
ii. behaviour of young people
    a. sixth formers taking drugs
    b. objects thrown out of windows
    c. fights taking place
iii. bus drivers not scanning all passes which is felt that numbers and overcrowding figures were not accurate

Andy Wells, Duty Manager of Go Coach wrote to SDC:

- The school buses from Sevenoaks to Tunbridge Wells are very busy services and as such one driver will not always be able to deter some of the youngsters from throwing items from the upper deck windows or to shield individuals from bullying.
- Drug taking takes many different forms, I guess it would be possible to consume various pills, a driver would never know, but smoking would attract attention of other passengers and a driver. I have thus far never received any concerned communication from parents or children regarding drug use on any of our services.

Knole academy

- We have over a dozen buses, many double deckers, serving our students and have tried to be proactive in tackling issues on the buses. Our school council did assemblies on expectations of behaviour when travelling to and from school. They drew up a list of recommended behaviours. We ask prefects to take responsibility in monitoring and reporting behaviour. We work very closely with Go Coach whenever issues arise.
- Since the assemblies, the number of complaints has reduced, but issues will arise from time to time.
- We have experienced an issue with Arriva 308 being unreliable, and some students have to travel to New Ash green on this route.
- Overcrowding has been an issue-402 Bromley at beginning of term for example, but these seem to have been resolved.
- When we organise a school trip we have to have 1 teacher to 15 students on a bus, so a 45 seater has 3 staff plus driver. A double decker can have 90+ students with only the driver in charge. Is there any wonder that issues arise? We will continue to insist on the highest standards of behaviour from our students, and deal with any incidents as they arise.

1-10 below – two Youth Councillors responded and one local parent

1. A look into how many people a bus is supposed to have at one time and why the bus drivers are allowing more than this number on the bus should take place [Representative from Go Coach/Arriva may answer perhaps]
2. Idea of having another adult on board some of the buses to see if this has an impact as the bus driver's main focus is to drive and not to monitor students' behaviour
3. Push for schools to get involved themselves and monitor behaviour is also needed – perhaps take into account and work with students to improve – young people may offer to help do so
4. Misbehaviour may result in distracting the bus driver, causing the driver to crash

5. If young people are found causing problems, they should either be suspended from the bus for a week or have their bus pass taken off them
6. Put a Go Coach supervisor on the bus to make sure there are no problem and if there are any, they can stop it
7. Sometimes single deck buses turn up instead of double decker buses Riverhead Harvester Bus stop to Weald of Kent in Tonbridge – the 531to Weald of Kent and sometimes for the same service single decked smaller [10 seats less than other single decked buses]
8. 531 – behaviour of some of the older children on the bus (usually the boys) is not very pleasant with them either playing music very loudly, throwing food around the bus or smoking. From what I [a parent] hear there is very little done to curb their behaviour.
9. 562 – journey Weald of Kent to Harvester, Riverhead: my daughter usually gets a seat or shares a seat with a friend as the bus she gets on starts from outside her school (the 562). However, the bus is full before it leaves Weald and has several more stops to make to pick up more school children before it finally makes its way back to Sevenoaks. Sometimes the children are so packed in that there is no space in the corridors for people wanting to get off at their stop so end up crushing people as they try to get off. My daughter tells me that the bus company have tried to address this problem by cutting out one of the pickup stops, which has helped to ease the overcrowding but the bus is still too full. In fact the overcrowding is probably to blame for the bus break downs that occur on a regular basis. The recent breakdown was last week as the bus was on its way to Sevenoaks approaching the A21 from Tonbridge town centre. The bus driver sensibly did not want to take the children onto the A21 with the risk of it breaking down there. My daughter was left to make alternative arrangements home as the bus driver could not say when a replacement bus would arrive. The majority of the children decided to either walk to the train station and get a train to Sevenoaks or rang a parent on their mobile phone to collect them and a few of their friends by car.
10. With regards to bus drivers not scanning all passes - this happens all the time when the bus is late or when there is a large number of children all trying to get on at the same time. The bus driver will ask to see the pass but won't scan it, to save time.

iv. Sometimes buses don't turn up, school is notified but then there is no system in place to address getting home. A duty of care should exist.

- 29.12.2014 Andy Wells, Duty Manager of Go Coach wrote to SDC our drivers are approachable and are able to feedback any information given to them by the children to us in the office. We have a good relationship with all of the schools that we provide services to and from and can quickly gain statements from the children if the incident were to warrant it. The drivers reporting tools are a new form that was created by KCC for all buses and our own standard form for reporting any incident or issue along a route. This form may then generate an interview with that particular driver for us to gain more knowledge of the incident and or issue any advice on how the issue / incident could be dealt with on another occasion. These reports are left on a drivers file for future reference. Our e-mail address is very prominent (info@go-coach.co.uk) and is the main method that parents can reach us. A secondary point of contact is our Facebook page, the children can post, comment or message us here and it is monitored. Facebook is not a discreet method of reporting issues to us but our e-mail address is.

v. CCTV/Cameras – could schools be given access to these?

- Andy Wells, Duty Manager of Go Coach wrote to SDC: Some of the vehicles used do have CCTV. The quality of bus CCTV is not normally particularly good but we have used it in the past and will continue doing so when it is useful. A lot of our vehicles now have an additional camera which is primarily used to solve accidents and or poor driving

behaviours but can also be activated by the driver which would make us aware of a potential problem on a vehicle. This would only give a very limited picture of the incident as its main focus is the cab and the front windscreen but it does record sound

- Tonbridge Grammar School have never requested access to CCTV/camera films so we do not know whether it would be allowed or not.

vi. Perhaps put in place a tweet network to notify late busses

- A youth councillor advised of their awareness of the twitter network used by Go Coach and suggests that the currently unused local twitter account 7OaksSafeBus be used by all Sevenoaks buses to advise school children about late buses.

Youth Council Agenda Item No 5 (c) – Street Lights petition

To receive, note and further discuss suggestions received from one Youth Councillor in response to Minute

11 c Street Lights

- In some streets within Sevenoaks need turning back on as young people don't feel safe to go out especially around the Bat & Ball station. Linda advised that the KCC website is where to register any street lighting problems. Cllr Parry informed all of the quarterly meeting of the Joint Transportation Board held at KCC who would welcome a petition from Sevenoaks Youth Councillors.

Youth Councillor's response

- In order for this petition to be effective we need to be able to give evidence of street lights that constantly seem to be out of use
- We would also need to make sure that the Kent County Council Highways Team receive it and hear a response from them.
- We could make a point that bad street lighting, especially in winter months where it gets dark quite early, poses a threat to the safety of people all ages not just the youth.