

**Minutes of the Sevenoaks Youth Council
Held on 8th June 2016
at Sevenoaks Town Council Chamber**

Meeting Commenced: 6.00 p.m.

Meeting Concluded: 6.50 p.m.

Action

Present:

Youth Councillors: Taraminna Miah (Chairman), Olivia Kings (Vice Chairman), Tanjinna Miah (Treasurer), Oliver Forth, Sam Chard, Thomas Smith and Kelly Williams

In Attendance:

Town Councillor: Mrs Parry

Gail Grieves HitB Manager

Michèle MacDonald, Committee Clerk/Secretary to CEO/Town Clerk.

Apologies for Absence:

Youth Councillors: Alexander Dunn and Philip Magee

Town Councillors: Eyre, Parry and Raikes

Linda Larter Town Clerk

Mr Shane Mochrie-Cox KCC Youth & Community Worker

Prior to the meeting photos of the Youth Councillors, with Alexander Dunn were taken ready for a press release on the Youth Councils Transport Survey.

39. Apologies for absence

It was requested that Youth Councillors inform the Committee Clerk when they are unable to attend a meeting. It was noted that Youth Councillor Alexander Dunn had given apologies to leave after the photo shoot in view of the exam season.

All Youth Councillors

40. Notes of the Previous Meeting held on 4th May 2016

The notes of the inquorate meeting held on 4th May 2016 were unanimously ratified.

41. Finance Report

It was noted that the Youth Council balance was £1,990.29.

42. Surveys

a) Train Costs for 16 – 18 Year Olds

It was noted:

- that the British Youth Council circulated their Newsletter on 1st June 2016 with the link to the Youth Council's survey to support transport costs for young people aged 16-18 in full time education or an apprenticeship scheme:

<https://docs.google.com/forms/d/1sRwD6vMNJxVFIQM5MzVRXBdFocGSMqwwk6tM3TDTJ7s/viewform>

- that the survey had been distributed to South Eastern Rail Travellers Association, Kent County Youth Council, local schools, Sevenoaks District Council [Community Safety], Town & Parish councils within the Sevenoaks District.
- and agreed that Youth Councillors distribute this survey via Social Media.

b) Youth Shelter

Noted that no further responses had been received.

• Committee Clerk

• All Youth Councillors

Committee Clerk

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43. Eventsa) Driving Awareness Session

The Committee Clerk's report was received and noted. Youth Cllr Sam Chard circulated a report of the day to the Committee attached at the end of these minutes.

b) Live on the Vine

The Town Clerk's reported was received and discussed and updated as follows:

Event Title	Music on the Vine Changed to Live on the Vine	Action
Date	Friday 22 nd July 2016	
Time	6.30 p.m. – 8.30 p.m.	
Aim of Event	To provide entertainment for an event for the last day of summer term. Not to be restricted to young people, however music to be of interest to young people	
Bands		
6.30 – 7.30 p.m.	Adam Wedd and hopefully local young performers – to be confirmed. UPDATE: performers from HiTB possibly to play	HiTB
	Young people have been asked to request songs to be played. UPDATE: HiTB has a white board listing all requested songs to date. Young Councillors asked to use social media asking friends to contact Gail using emails/ Facebook. Youth Councillors to contact Committee Clerk with requests to perform on the night to be allocated a time slot.	All Youth Councillors Young people
7.30 – 8.30 p.m.	The Lewis Project to arrange for bands for second hour. UPDATE: The Lewis Collective Band themselves to perform. Logo to be sent to Committee Clerk for publicity material.	Committee Clerk
Technical requirements	Separate meeting to be held*. UPDATE: Committee Clerk to liaise with NK Audio and report back.	Committee Clerk
Compere	To be confirmed. UPDATE: possibly by a Youth Councillor. To be confirmed.	Committee Clerk
Volunteers & Supervision	All partners involved in the Youth Services Sub Committee would be asked to provide staffing for the event. UPDATE: Members asked if they would assist. TBC	Committee Clerk

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	It was suggested that young people at the youth café would make refreshments for sale the previous evening and have their own soft drink and refreshment stall. UPDATE: <u>HiTB</u>: to buy and have a stall selling hotdogs, popcorn and drinks and bring microwave. HiTB to reap any profits for the youth café. <u>Cakes</u>: Youth Councillors to bake cakes and bring along. <u>Indian Food</u>: Youth Councillor to check if a stall could be available. STC to provide gazebo and electrics on the night. Confirmation needed from:- UPDATE: Event Plan organisers: Town Clerk & Committee Clerk <u>HiTB staff</u>: Gail, Simon and Cali to attend. HiTB will close. <u>SAYT</u> - tbc <u>Kenward Trust</u> – tbc <u>Local PCSO</u> – the Kent pnn police department have been informed and will inform local PCSOs and Police Officers. <u>West Kent Community</u> – 2 youth workers to attend. <u>Kent County Council Youth Worker</u> - tbc	HitB Manager Youth Councillors Committee Clerk Committee Clerk Committee Clerk
Publicity	Details of bands needed with logos etc to prepare poster / banner. UPDATE: <u>POSTER/PDF:</u> Three designs were circulated. All agreed on one design to include: • Date • Time of Event • Timeline of artists • Logos of artists <u>FLIERS</u>: noted that only 100 required. The pdf to be emailed to all Youth Councillors and partners to advertise via Social Media and put on the Town Council's website. <u>BANNERS</u>: Unanimous agreement to put up as many banners as possible to advertise the event. Estimated cost £50-70 each. Sites for placement to be confirmed. <u>LOGO</u>: The Lewis Collective Band, Adam Wedd and other performers logos required <u>HiTB</u>: performers to contact Manager or Committee Clerk for an appearance time slot Recent article appeared in Sevenoaks Chronicle. Social Media advertising by all partners. Noted that young people were good at publicising events via social media.	Committee Clerk

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Event Title	Music on the Vine Changed to Live on the Vine	Action
Budget	A budget would be needed for publicity and technical provision – to be confirmed following meeting*. Application to be made to Sevenoaks District Community Safety Partnership Building Safer Communities Funding 2016/17 Budget also for publicity - £500 RECOMMENDATION: Sevenoaks Youth Council budget RESOLVED: for a maximum spend of £500 to include purchase cost of banners and fliers.	Budget stands at £1,490.29
Progressing project	A future meeting will be arranged at HitB Youth Café to enable those who want to be involved to discuss arrangements. UPDATE: date to be set and circulated to all	Committee Clerk

c) **Youth Council Elections**

- i. Agreed unanimously to move the Annual General Meeting and hold an additional meeting on Wednesday 12th October 2016 to coincide with the Local Democracy Week. Further discussions with KCC to be held.
- ii. a) all to email in with suggestions to invigorate membership of the Youth Council
b) noted that two schools so far had expressed an interest in nominating pupils as members of the Sevenoaks Youth Council. Further liaison taking place.
- iii. Election time table agreed. Further discussions to take place. Election leaflet agreed subject to correction of Councillor to councillor.

d) **Skateboard Event**

All unanimously thanked the Community Safety Partnership for the grant of £875 towards this event and agreed to a spend of £500 from the Youth Council budget on this event being held on 5th August 2016.

Action

Committee Clerk to progress

Budget stands at £990.29

44. House in the Basement Youth Café

The following reports were discussed and noted.

- a) HitB report for June 2016
- b) General Statistics and income to May 2016
- c) Geographical data for April and May 2016

45. Dates of Meetings in 2016

It was noted that the dates for the meetings in 2016 starting at 6 p.m.

- 20th July 2016 in the Bar Room at Sevenoaks Community Centre
- In the Council Chamber
- 21st September 2016
 - 12th October 2016 Annual General Meeting
 - 2nd November 2016
 - 14th December 2016

The Meeting Closed at 6:50pm

Subject:

FW: Youth Council Agenda 08.06.2016

Dear Michele,
Please find below a short report from the driving day.
regards
Sam Chard

Driving Simulator training day

I was one of 9 students who attended the training day organised by Sevenoaks Town Council and run by UPS.

We met at the Bat and Ball Community Centre and listened to the briefing session and ground rules for the day.

We learnt about the 8 danger zones “, drowsy, inexperienced, night time, distracted, impaired, not wearing a seat belt, reckless and driving with teen passengers.”

We also learnt how UPS reward their drivers who have a good record of being accident free.

There were two driving simulators, each had three screens which gave a really good around vision feel and made it more lifelike.

Our trainers showed us how to do emergency stops and lots of examples of safe driving.

Before our tasty lunch of Papa John’s pizza we watched some videos which showed what can go wrong if people don’t drive safely.

All of us learnt a great deal, had lots of fun and feel more confident to drive safely in the future; it was a really worthwhile day.

On behalf of all the students, thank you to Sevenoaks Town Council and UPS.

Sam Chard.

