

Sevenoaks Youth Council
Meeting Tuesday 15th November 2016
@ 6pm, Council Chamber
Town Council Offices, Bradbourne Vale Road, SEVENOAKS TN13 3QG

AGENDA

- 1. Apologies for absence**
- 2. Minutes of Annual General Meeting 12th October 2016**
To receive and agree the minutes (copy previously circulated and attached).
- 3. Finance Report**
Balance remains at £990.29.
- 4. HOUSE in the Basement**
To receive and note the
 - a) HOUSE in the basement reports for October and November 2016
 - b) General statistics, including income for September 2016
 - c) Geographical data for September 2016
(copy reports attached)
- 5. Constitution of Sevenoaks youth Council for discussion** (copy attached)
- 6. Events and Agenda setting for January to March 2017**
 - a) Friday 25.11.2016 - Christmas Lights Switch On – to discuss participation of Sevenoaks Youth Councillors
 - b) Monday 12th December 2016 – Christmas Council – invitation to attend
 - c) Monday 30th January 2017 - to note that there will be a tour of the Houses of Parliament followed by a private meeting with Michael Fallon MP.
In order to attend, Youth Council parental/guardian permission slips need to be returned to Michèle by 27.11.2016 together with:
 - i) Parliament parental/guardian permission slips
 - ii) Parliament permission verified by schoolThe Parliament slips need to be returned latest **by** Friday 6th January 2017 (personalised letters available at Committee on 15.11.2016).
 - d) To plan and discuss which actions will be considered following the suggestions put forward at the Annual General Meeting on 12th October 2016 (copy attached).
- 7. Youth Services Sub Committee**
To elect Youth Councillors to sit at the youth Services Sub Committee as Youth Council Representatives. This meeting follows Youth Council running from 7pm to 8pm.
- 8. Youth Advisory Group**
Youth Councillors requested to volunteer to attend meetings periodically to liaise with other Youth Groups.

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MINUTES OF THE ANNUAL GENERAL MEETING OF SEVENOAKS YOUTH TOWN COUNCIL HELD ON 12th OCTOBER 2016 IN THE BAR ROOM, SEVENOAKS COMMUNITY CENTRE

Present: Ana Lawther, Charlotte Humm, Daniel Izu, Estella Darnford, James "the Don" Armitage, Katie Willis, Malcom Briery, Oliver Firth-Humm, Phoebe Crichton and Zak Young.

Apologies: Elise Van Den Hoek, Katherine Magee and Sam Chard.

In Attendance

Cllr Mrs R Parry and Cllr R Parry
Cllr M Canet and Cllr E Parson *[arrived 6:51]*
Mr Shane Mochrie-Cox
Linda Larter MBE, Chief Executive/Town Clerk
Michèle MacDonald, Committee Clerk

Welcome

Linda Larter (MBE), Town Clerk/Chief Executive introduced herself to the 9 young people aged between 11 and 18:

1	Miss	Ana	Lawther	Year 12	Walthamstow Hall	
2	Miss	Charlotte	Humm	Year 6	Dunton Green Primary	
3	Mr	Daniel	Izu	Year 12	Sevenoaks School	Chairman
4	Mr	James	Armitage	Year 12	Sevenoaks School	Treasurer
5	Miss	Katie	Willis	Year 7	Sevenoaks School	
6	Mr	Malcom	Briery	Year 12	Sevenoaks School	Vice Chairman
7	Mr	Oliver	Firth-Humm	Year 8	Wrotham School	
8	Miss	Phoebe	Critchlow	Year 7	Sevenoaks School	
9	Mr	Zak	Young	Year 12	Sevenoaks School	
10	Miss	Estella	Darnford	Year 12	Walthamstow Hall	
11	Mr	Sam	Chard	Year 8	Tunbridge Wells Boys Grammar	Apologies given
12	Miss	Elise	Van Den Hoek	Year 12	Sevenoaks School	Apologies given
13	Miss	Katherine	Magee	Year 8	Walthamstow Hall	Apologies given
14			Vacant			
15			Vacant			
16			Vacant			

and introduced them to the town councillors, Shane Mochrie-Cox and Michèle MacDonald.

Linda explained that they would be welcome to attend either as school representatives or sign up as Youth Councillors. They elected to become Youth Councillors.

Linda advised that the Youth Council currently has a balance of £990.29 to spend on facilities/events for the Young People in Sevenoaks and that the Youth Council budget of £500 per annum is allocated annually in April. Funds may also be sought from the Town Council if required as was provided for the Live on the Vine Event and Skateboard Day at Greatness in July/August 2016.

Workshop

Youth Councillors were asked to put forward their ideas for the new Youth Council to consider over the coming two year term.

i. What would you do in the next year?

- Extra parking at the station because the train users are parking in Oak Lane which endangers me, my sister and others walking to school to school every day.
- Zebra crossings
- Provide a wider variety of things for young people
- Astro all weather pitches
- Raise at least £1000 for Sevenoaks Charity
- Improve the community by carrying out a beneficial project
- Sit & talk
- Sit and nod
- Over the course of the next year I want to extend the opportunities that Sevenoaks has available to the youth community and hope to see an increase in young people engaging in a variety of activities such as fun runs.

ii. What would you do in the next 2 years?

- Achieve a beneficial project for the local community
- More public transport
- Sit, talk and listen
- Sit and nod
- More activities involving young people
- To even out opportunities for children to get a good education
- I would like to help young people have a more positive outlook on life
- Over the next two years I want to have directly organised a number of intellectual and physical activities that appeal to a wide range of genders and age groups to see people come together and enjoy themselves.

iii. What is the main problem for young people in the Sevenoaks area?

- Money
- Clowns (anti-social behaviour)
- Stress
- Exam pressure
- Lack of sports facilities
- School stress
- I think that the main problems is transport and schooling. I think that the fact that there is no grammar school, creates the transport issue is that we are shipping students out on buses at costly expense
- I think that the greatest problem for young people in Sevenoaks is that of the lack of advertising concerning them. I had no idea about the existence of the HOUSE in the Basement until today and I've been here for four years.

iv. If money was no problem, what facilities would you like in Sevenoaks?

- Free buses and trains
- Recording studio
- Learning centre
- Theme park
- Silence rooms
- Make it the capital of the world
- More shops for young people
- More zebra crossings
- Junior under 18
- A sports Hall would be nice as well
- Wider range of shops in the town centre
- I would aim to improve the youth facilities available and to set up more large scale activities to ensure the youth of Sevenoaks are always enjoying their time here.

1 ELECTION OF CHAIRMAN

Five Youth Councillors put themselves forward as candidates.

- i) **Daniel Izu** – to listen understand and bring everyone together in discussions to forward an assertive plan. Was Head Boy for last two years. Able to summarise and approve course of action.
- ii) **Malcolm Briery** – Been in Sevenoaks for just over three years. A leader and led teams on entrepreneurial side. Very motivated to help in the town. Part of team will enable all to have a say and will listen to all.
- iii) **Zak Young** – lived in Sevenoaks for last six years. Address real issues in town. Worked with teams in boarding house.
- iv) **James “The Don” Armitage** – ensure everyone would really enjoy coming to Youth Council make an impact, have a good time and get something done.
- v) **Oliver Firth-Humm** – lived in Sevenoaks for five years. Would keep all in control and everything going on and make it a lot better. Usually aware of everything that is happening.

It was noted that Sam Chard who was not present had expressed an interest in being Chairman in his apology note. The voting procedure was discussed and agree and all voted. Daniel Izu was duly elected Chairman of the Youth Council for the 2016-2017 term and took the Chair.

2 ELECTION OF VICE-CHAIRMAN

Daniel asked for nominations and three Youth Councillors put themselves forward as candidates:

- i) Oliver Firth-Humm
- ii) James “The Don” Armitage
- iii) Phoebe Crichtlow
- iv) Malcom Briery

All voted. Malcom Briery was duly elected as Vice-Chairman.

3 ELECTION OF TREASURER

Six Youth Councillors put themselves forward as candidates:

- i) Oliver Firth-Humm
- ii) Phoebe Crichtlow
- iii) Charlotte Humm
- iv) Zak Young
- v) Katie Willis
- vi) James “The Don” Armitage

All voted. James “The Don” Armitage was duly elected Treasurer.

4 FINANCE REPORT

The Chairman confirmed the balance the balance of accounts shows a current balance of £990.29 in the bank.

5 MINUTES

RESOLVED: the notes of the meeting of the Youth Council meeting held on 20th July 2016 be received and adopted.

6 DATES OF NEXT MEETINGS

NOTED: dates for meetings in 2016 are [usually on Wednesdays apart from November 2016] and last for one hour:

Last for one hour:			
Day	Date	Time & Location	
November 2016			
Tuesday	15.11.2016	Youth Council	6- 7pm Town Council Chamber
Tuesday	15.11.2016	Youth Services Sub Committee	7-8pm Town Council Chamber
December 2016			
Wednesday	14.12.2016	Youth Council	6- 7pm Town Council Chamber
Wednesday	14.12.2016	Youth Services Sub Committee	7-8pm Town Council Chamber

7 SEVENOAKS YOUTH COUNCIL CONSTITUTION

The Chairman asked all to read the constitution and to verify agreement/updates to Michèle MacDonald.

The meeting closed at 6:59pm.

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HOUSE IN THE Basement

October-November 2016

Gail, Cali and Simon continue to staff HiTB, Daren Mountain has been taken on as a casual worker to cover some shifts as Simon will be leaving us on December 3rd to take up an exciting opportunity with his band touring Cambodia.

SAYT have had some staff changes and currently can't support on a regular basis. Julie continues to support us as and when she can.

Andy Watson also continues to advise the young people to the dangers of drugs and alcohol along with the effects of anti-social behaviour.

HiTB supported pink week by covering the railings with Pink baubles and pink wool strewn over them. Most of the young people helped make all the baubles over several months.



We continue to belong to Tesco's fare share scheme and are lucky enough to lots of unused bread and cakes on a Wednesday, sometimes lucky enough to get fresh vegetables like some ham hocks which make a delicious cheese, onion and ham pasta bake which is a big favourite with the young people.



On Friday 28th October HiTB had a Halloween part with prizes for the best dressed scary person.

Traditional games were played and enjoyed by several young people with staff even introducing “conkers” and how it was played. We also carved out some pumpkins and put these on display outside.



More photos of the evenings events can be found on our Facebook page.

Cali and Gail supported young people in a Christmas lantern workshop held at Alice’s tea shop, Cali will also be helping out at the further 2 events.

HiTB can be very quiet on a Thursday evening and staff have been discussing the possibility of doing some outreach work on The Vine and Greatness Park. Gail will be looking into the possibility of using the community bus along with SAYT.

Funding for HitB Youth Cafe

HitB Youth Café has been funded for the past four years from KCC Commissioning. It has now been officially confirmed the Town Council not been awarded the new contract and therefore KCC funding for the youth café finishes on 30th November 2016.

In its current format the youth café costs approx. £46,000 per annum.

At this stage what is not known is whether the new youth provider, West Kent Extra wishes to use the youth café facilities or youth worker staff and how that could provide additional revenue resources.

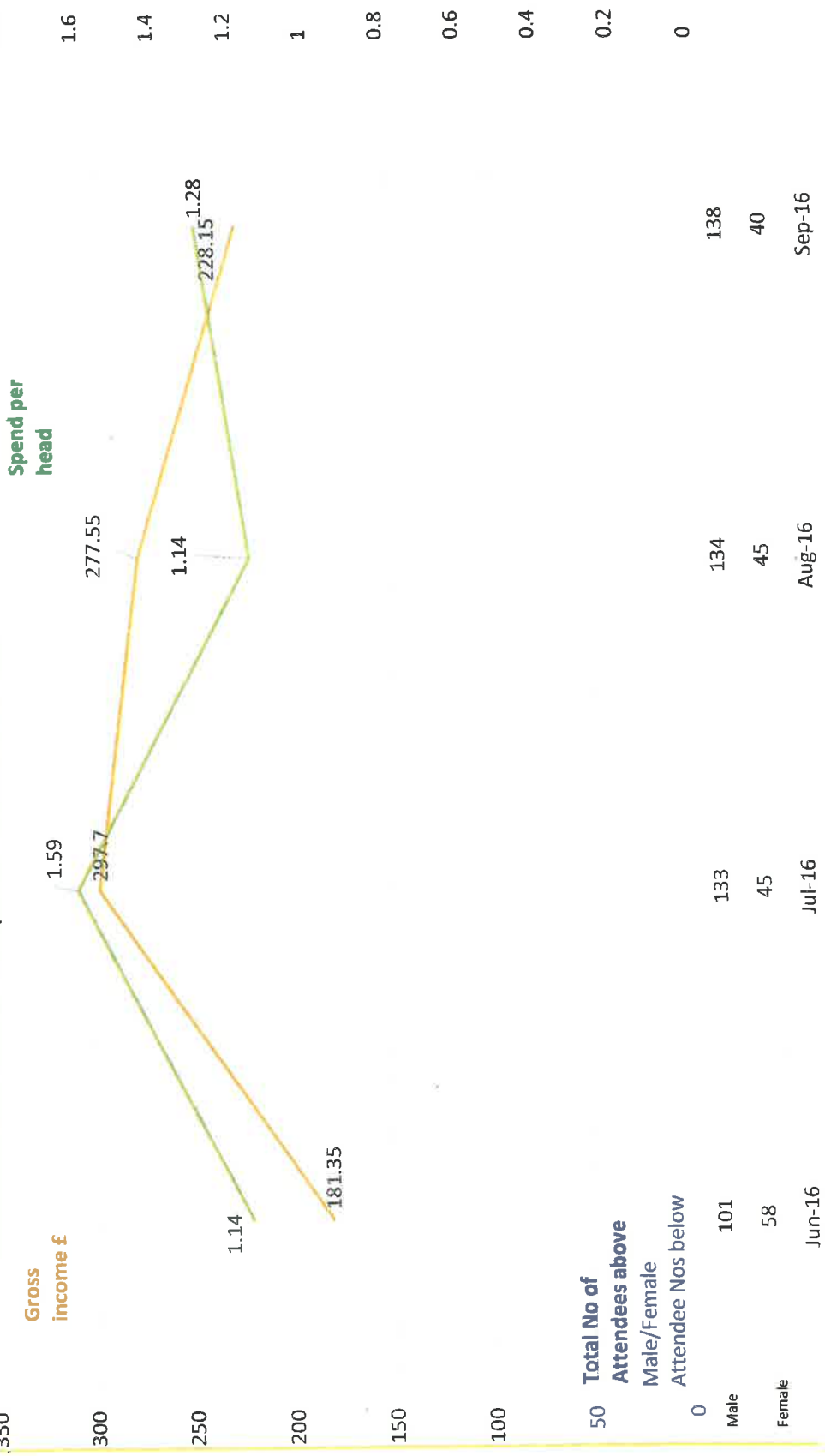
Sevenoaks Town Council have to date committed to the following:

1. HitB Youth Café continues to operate as present until the end of the financial year 31st March 2017.
2. Sevenoaks Town Council funds from the 2017 / 18 budget two evenings per week.
3. Partners be approached for interest in operating additional sessions at their cost.
4. Sevenoaks Town Council work towards providing additional sessions at the youth café by the following means:-
 - i) Grants and sponsorship
 - ii) Income generating provision – after school or school holiday clubs
 - iii) Hire income.

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HOUSE in the Basement Youth Café		Jun-16	Jul-16	Aug-16	Sep-16
Girls		58	45	45	40
Boys		101	133	134	138
		159	178	179	178
Gross income		181.35	297.7	277.55	228.15
spend per head			1.59	1.14	1.28

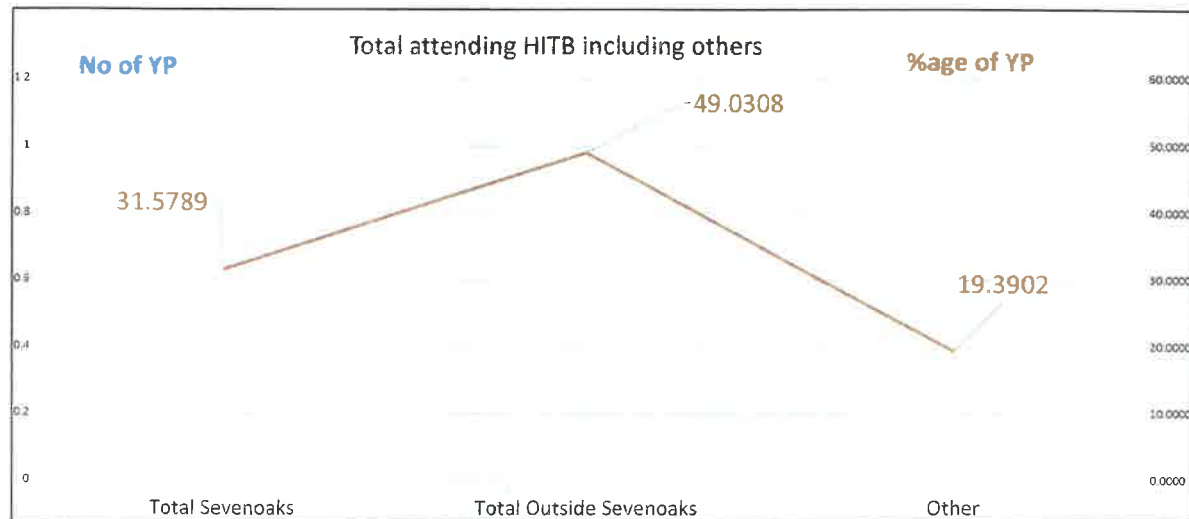
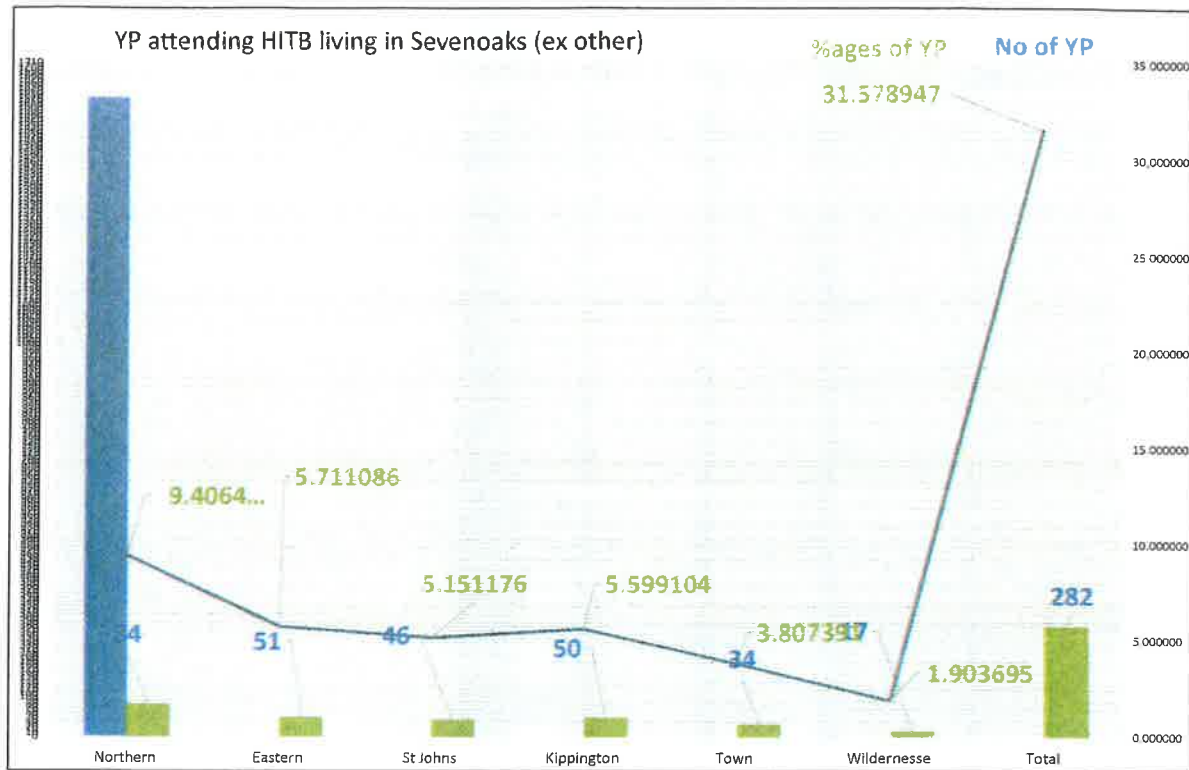
Attendance and income - Comparison last 3 months stats



Total No of Attendees above Male/Female	
Male	101
Female	58
Attendee Nos below	
Male	133
Female	45
Jun-16	

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HOUSE in the Basement Youth Café Past Attendance Geographical data	End of August 2016	New in September 2016	End of September 2016	Percentage of total
Sevenoaks				
Northern	84		84	9.406495
Eastern	50	1	51	5.711086
St Johns	44	2	46	5.151176
Kippington	50		50	5.599104
Town	34		34	3.807391
Wilderness	17		17	1.903695
Total	279	3	282	31.578947
outside Sevenoaks				
Bessels Green	3		3	0.335946
Bickley, Kent	1		1	0.111982
Biggin Hill	2		2	0.243902
Borough Green	8	1	9	1.097561
Brasted	12		12	1.463415
Brighton	1		1	0.121951
Bromley	2		2	0.243902
Chatham	1		1	0.121951
Chevening	3		3	0.365854
Chislehurst	2		2	0.243902
Chipstead	25		25	3.048780
Cobham, Surrey	2		2	0.243902
Crawley	1		1	0.121951
Crouch	2		2	0.243902
Cudham	1		1	0.121951
Crowborough	1		1	0.121951
Dartford	1		1	0.121951
Dunton Green	32		32	3.902439
Edenbridge	9		9	1.097561
Eynsford	4		4	0.487805
Farningham	3		3	0.365854
Four Elms	1		1	0.121951
Gravesend	1		1	0.121951
Hadlow	4		4	0.487805
Halstead	2		2	0.243902
Hildenborough	14		14	1.707317
Horsmonden	2		2	0.243902
Horton Kirby	3		3	0.365854
Hurst Green	1		1	0.121951
Ide Hill	3		3	0.365854
Ightham	9		9	1.097561
Kemsing	29	3	32	3.902439
Knockholt	2		2	0.243902
Knatts Valley	7		7	0.853659
Leigh	1		1	0.121951
Longfield	1		1	0.121951
Maldstone	7		7	0.853659
Mark Cross	1		1	0.121951
Mereworth	1		1	0.121951
Orpington	3		3	0.365854
Otford	38		38	4.634146
Oxted	5		5	0.609756
Paddock Wood	1		1	0.121951
Paris	1		1	0.121951
Pembury	2		2	0.243902
Platt	2		2	0.243902
Plaxtol	1		1	0.121951
Pontoise	2		2	0.243902
Redhill	1		1	0.121951
Riverhead	39	1	40	4.878049
Seal	22		22	2.682927
Shoreham	3		3	0.365854
Somerset	1		1	0.121951
South borough	2		2	0.243902
South Darenth	1		1	0.121951
Sundridge	12	1	13	1.585366
Sutton at Hone	1		1	0.121951
Swanley	8	1	9	1.097561
Tatsfield	1		1	0.121951
Tonbridge	28		28	3.414634
Tunbridge Wells	22		22	2.682927
Underriver	1		1	0.121951
Wallington	1		1	0.121951
Weald	7		7	0.853659
West Kingsdown	8		8	0.975610
West Wickham	2		2	0.243902
West Malling	2		2	0.243902
Westerham	17		17	2.073171
Whiteleaf	1		1	0.121951
Wrotham	4		4	0.487805
Wales	1		1	0.121951
Other	159		159	19.390244
	604	7	611	68.421053
Total	883	614.00	893	100.000000



SEVENOAKS YOUTH COUNCIL CONSTITUTION

1. The name of the organization should be Sevenoaks Youth Council (hereafter referred to as SYC)
2. The SYC is to be a democratic body, with its membership of:
 - a. up to 16 Youth Councillors aimed to be representative of all young people aged 11 to 18 within the town of Sevenoaks regardless of gender, ethnic background, disability, race or sexuality.
 - b. One voting representative from any school in Sevenoaks with pupils aged 11 to 18.
More than one pupil aged 11 to 18 may attend from schools in Sevenoaks. Each school may only have one vote.
3. All members will live within 5 miles of Sevenoaks (at the time of appointment) or attend a school within Sevenoaks and be between the ages of 11 – 18.

Terms of Reference

1. The aims of the SYC are:
 - to encourage a culture of participation in the democratic process and to develop the ideal of citizenship.
 - to provide young people with the opportunity to convey their ideas and priorities to Sevenoaks Town Council.
 - to provide a mechanism for Sevenoaks Town Council and other agencies to consult with young people.
2. The objectives of the SYC are:
 - to build relationships with people of influence
 - to develop networks of young people within the town of Sevenoaks
 - to persuade young people that they are valued and can make a difference
 - to comment on policies that may affect the quality of life and opportunities for young people
 - to identify and redress forms of discrimination against young people
 - to develop links with organisations such as the British Youth Council and UK Youth Parliament

Structure and Membership

1. The SYC will comprise of young people aged 11 to 18 years to represent different localities (where possible) within the town.

2. Members of the SYC should serve a two year term.
3. Members can be nominated via schools in Sevenoaks, youth clubs, youth organisations *in* addition to submitting personal nominations.
4. Schools in Sevenoaks may submit agenda items and send along representatives. However only one vote will be allocated to each school.
5. Should a Youth Councillor miss 3 consecutive meetings (without agreement of exceptional circumstances) they would no longer be a member.
6. Should a youth Councillor leave the SYC another young person should be elected or nominated to replace them.
7. Youth Councillors wishing to leave the SYC should do so by giving written notice.
8. To be elected or nominated as a youth councillor, a young person must be at least 11 and no more than 18 years old.
9. At each Annual General Meeting the SYC will elect a Chairperson, Vice Chairperson, Secretary and Treasurer. In urgent situations these members can make decisions, which must then be reported to the next meeting of the SYC for confirmation.

Meetings

1. The first meeting in each Youth Council financial year (normally October/November) will be the AGM.
2. The SYC will normally meet every six weeks approximately.
3. A quorum of one-third of SYC needs to be present before decisions can be made.
4. Meetings are open to the public, Support workers and *three* Town Councillors may be present, but not able to vote.
5. Any young person can suggest items and have the opportunity to add items for the agenda, either through the Town Clerk, Committee Clerk or the elected Chairman.
6. Meetings of the SYC will take place during the late afternoon or early evening or at a mutually agreed time.

Voting

1. All decisions should be reached by a majority of those present and eligible to vote.
2. Decisions can only be reached if a quorum of one-third of SYC is present for the vote.
3. In the event of a vote being equal, the Chairman will have the casting vote.
4. Both secret and open voting will be used as and when required.
5. A two-thirds majority must agree any changes to the constitution at an AGM. Proposals for changes to the constitution must be given to the Town Clerk at least 14 days before the AGM so that they can be included in the Agenda.

Not for Profit Making Organisation.

1. SYC will be a not for profit making organisation.
2. No member will personally benefit from SYC funds.
3. Should the SYC dissolve all funds would be returned to Sevenoaks Town Council and ring fenced for youth purposes.

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**Sevenoaks Youth Council
Meeting Tuesday 15th November 2016
@ 6pm, Council Chamber
Town Council Offices, Bradbourne Vale Road, SEVENOAKS TN13 3QG**

Suggestions put forward at the Annual General Meeting held on 12th October 2016 for Sevenoaks Youth Council to work on during the first year:

- Extra parking at the station because the train users are parking in Oak Lane which endangers me, my sister and others walking to school to school every day.
- Zebra crossings
- Provide a wider variety of things for young people
- Astro all weather pitches
- Raise at least £1000 for Sevenoaks Charity
- Improve the community by carrying out a beneficial project
- Sit & talk
- Sit and nod
- Over the course of the next year I want to extend the opportunities that Sevenoaks has available to the youth community and hope to see an increase in young people engaging in a variety of activities such as fun runs.

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