

**MINUTES OF THE
YOUTH COUNCIL MEETING
HELD ON 4th SEPTEMBER 2017
AT THE SEVENOAKS COMMUNITY CENTRE**

Present:

Youth Cllrs: Daniel Izu [Chairman], Malcolm Briery [Vice Chairman], James "The Don" Armitage [Treasurer], Sam Chard, Katie Willis, Katherine Magee, Phoebe Chrichtlow, Zak Young, Ana Lawther, Estella Durnford, Annabelle Durnford, Stefane Ellis, Samuel Panagrosso, Liver Forth-Humm [*arrived 6:30*] and Charlotte Humm [*arrived 6:30*].

In Attendance: Cllr Richard Parry, Cllr Marilyn Canet, Shane Mochrie-Cos, KCC Area Youth & Community Worker, Linda Larter, Gail Grieves and Michèle MacDonald.

Apologies for Absence: Elise Van den Hoek

Prior to the start of the meeting at 6:10pm, the new Youth Councillor, Samuel Panagrosso, was welcomed and introductions around the room were made.

62. Apologies for Absence

Apologies were noted and agreed as above.

63. Minutes of the Youth Council Meeting held on 19th July 2017

The Minutes of the previous meeting were agreed to be accurate.

64. Finance Report

The Treasurer noted that the current balance was £1,279.84.

65. House in the Basement Youth Café (HitB)

The following reports were noted:

- a) House in the Basement report for August 2017. The donation of food by Tesco and Waitrose was welcomed by Cllr Canet.
- b) General statistics, including income for July 2017
- c) Geographical data for July 2017
- d) Outcomes for July 2017

66. 2017 Youth Council Projects

- a) **ASDAN** - it was noted that this project be split into two phases in view of the current workload Youth Councillors face during their academic year. There is no age limit and it is not time constrained.
 - i. Phase One mainly covers work undertaken to date by Youth Councillors with most time now to be spent on providing their personal evidence to cover 60 hours of work. Youth Councillors would use the section "Anything goes" comprising of the modules list as Agenda Item 5 (i) now attached as **Appendix A**. A Certificate of Achievement for "Activities and Peer Tutoring Short Course [non-qualification]" would be attained. 12 Youth Councillors agreed to take part and took their folders with the aim to complete by January 2018. Such an accreditation would assist in future CV's as it shows time was spent in the Community to benefit local people which is that outside the curriculum. It was agreed that queries be directed to the Committee Clerk, who will happily meet from 4pm on dates of meetings or at times mutually agreeable to assist with their ASDAN project. Further folders are available from the Committee Clerk for others to partake.

- ii. Phase Two – Should Youth Councillors feel comfortable about proceeding to attain a level 2 GCSE Equivalent by the end of their two-year terms as a Sevenoaks Youth Councillor [October 2018], they may then work a further 60 hours to work for the ASDAN Qualification – Certificate of Personal Effectiveness [CoPE].

It was agreed that a Residential ASDAN event could then be arranged for February 2018 to set a programme from then until end of September 2018.

- b) **Open Mic Nights** – previously such events were held on the last Friday of the month. The timetable for the rest of the year be, Fridays:

- 29th September
- 13th October
- 17th November
- 15th December

Youth Cllr Samuel Panagrosso enquired whether such nights might also include stand-up comedy, which was agreed by all. September to November would enable performers to take part on stage at the Christmas Lights Switch On Event on Friday 24th November 2017. The Town Clerk and Committee Clerk asked for volunteers at such events which in turn would help with ASDAN.

The Committee Clerk advised that the total cost to run four Open Mic Nights be £600, which was agreed.

- c) **Live on the Vine Event 21st July 2017** – The Town Clerk reported that over 600 members of the public attended this event which closed half an hour later than schedule at 9:30pm. The Town Clerk thanked:

- the Committee Clerk for organising a display of many varied stalls and for having obtained a grant for the Photo Booth, which was well received by the public. Photos taken in the booth were circulated at the meeting and a collage of the event is attached as **Appendix B**.
- the two Youth Councillors who acted as compere and those who helped conduct surveys during the event
- The performers who put on a wonderful show for the public

The Town Clerk advised that lots of teenagers attended with the biggest age group being year 6 wearing their signed end of term school T Shirts. It was agreed that additional Public Address be required in the Vine Gardens.

67. Invitations for Youth Councillors

- a) **Kent Youth County Councils Elections 6th – 19th November 2017** – Mr Mochrie-Cox advised that there are 48 seats available in the election. Polling stations will be available in Walthamstow Hall and Knole Academy schools. Of these, 7 seats are available to be elected as a Kent UK member of the Youth Parliament which sits in the Houses of Parliament mid-July and in October annually. To sign up click here: <http://www.kent.gov.uk/about-the-council/youth-participation/kent-youth-county-council/elections-kent-youth-county-council>. Completed ballots will be collected on Monday 20th November 2017 when the elections have finished.
- b) **MIND West Kent – Mental Health First Aid Course – 5th December 2017 09:30-12:30** – Youth Councillors wishing to take part in this 3-hour course, taking place at the District Council Offices in Argyle Road, Sevenoaks, will need to contact the Committee Clerk by 13th October 2017 in order that forms be distributed for Youth Councillors to seek permission from their school and parents/guardians as this falls within the term time.

68. Dates of Next Meetings

To note that the AGM date has been moved from 25th October to 1st November 2017.

There being no further business, the Chairman closed the meeting at 6:50pm

Appendix A

ASDAN—Activities and Peer Tutoring Short Courses – Agenda Item No 5 (i)

Sevenoaks Town Council proposes that ASDAN be split into two phases in view of the educational pressure Youth Councillors may face during their academic year of educational studies:

- **Phase One** – Youth Councillors are invited to give Evidence of 60 hours of work. A Certificate of Achievement for “Activities and Peer Tutoring Short Courses (Non-Qualification).
- **Phase Two** – Youth Councillors with time to spare outside of school curriculum and able to work a further 60 hours may then decide to work for the ASDAN qualification – Certificate of Personal Effectiveness [CoPE].

Phase One - Titles of suggested evidence proof (10 hours each)

1. STC Youth Council meetings
2. Planning an event
3. Creating surveys
4. Community participation
5. Wellbeing and safeguarding
6. Volunteering

1. **STC Youth Council meetings.** Attend a minimum of 6 youth council/YSSC meetings, (Evidence: copy of the minutes that recorded attendance. As at 06.09.17, there will have been 8 Youth Council meetings – evidence of 80 hours is available).
2. **Planning an Event:** Decide the event, plan the event, market the event, attend the event, evaluate event. (Evidence: notes, photos, flyers, poster, social media screenshots, written evaluation e.g Live on the Vine, Open Mic Nights).
3. **Creating Surveys** Discuss with group what survey you wish to carry out, create a questionnaire and simplicity of completion, consider pros and cons of manual and on line and target market, where/when will the survey be carried out, analyse results. (Evidence: notes, photos, flyers, poster, survey, social media, web link, screenshots, written evaluation e.g. Christmas Lights 2016).
4. **Community participation** What project will you be involved with, explain your reasoning for being involved, what skills will you be bringing to this project, when is this project planned for, who will benefit from your involvement, evidence of your involvement e.g. photographs. Evaluation (Evidence: notes, photos, flyers, poster, social media screenshots, written evaluation e.g. Street Art Competition).
5. **Wellbeing and Safeguarding** raising awareness for young people’s mental health, communicate with relevant outside agencies, arrange for awareness session to held at HiTB, Market the session, attend the session, discuss outcomes at next YC (Evidence: notes, photos, flyers, poster, social media screenshots, written evaluation).
6. **Volunteering** e.g. volunteer at an event, run a workshop in conjunction with HiTB or help raise funds for HiTB (Evidence: photos, times and dates and written evaluation of the time spent e.g. Live on the Vine, Open Mic Nights).

Live on the Vine
[Race Times / Songs List]

4:00 - 4:15 - Tracy Spauldin
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

4:30 - 4:45 - Velvet Sky
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

7:00 - 7:15 - Bessie
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

7:15 - 7:30 - Hugo Boss
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

7:30 - 7:45 - Anthony Lynne & Torrey Williams
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

7:45 - 8:00 - Lenny
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

8:00 - 8:15 - Hannah Dwyer
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

8:15 - 8:30 - The Oyster House Band
The 2014-2015 Oyster House Race Series is presented by the Oyster House Race Series.
6:15 - 6:30 - Addison Stephens
Public House, New Orleans, Louisiana
Punk Rock, New Orleans, Louisiana

[illegible]