

11th January 2024

You are hereby summoned to attend a meeting of the **YOUTH SERVICES COMMITTEE** to be held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG on **Wednesday 24th January 2024 at 7.00pm**. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: <https://www.youtube.com/watch?v=t-2GYeqknXM> and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at sevenoakstown.gov.uk or by request.

Members of the public wishing to address the Committee should notify the Town Council by 12 noon on the day of the meeting. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.



Town Clerk

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Committee Members:

Cllr Chloe Gustard (Chair)	Cllr Catherine Daniell (Vice-Chair)
Cllr Dr Meryllyn Canet	Cllr Sally Layne
Cllr Clair Shea (ex-officio)	Cllr Gareth Willis
Co-opted members	
Sevenoaks Youth Council: Vacant	Sevenoaks Area Youth Trust: Peter Robinson
Kent County Council: Vacant	West Kent Communities: Richard Dowling
Sevenoaks District Council: Kelly Webb, Maxine Quinton	National Trust: Amy Sabine
We Are Beams: Judith Belcher	

AGENDA

PUBLIC QUESTIONS

To enable any questions previously submitted by members of the public on any matter to be drawn to the attention of the Town Council.

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

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Town Clerk

1	<u>APOLOGIES FOR ABSENCE</u> To receive and note apologies for absence.	-
2	<u>REQUESTS FOR DISPENSATIONS</u> To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).	-
3	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest from members in respect of any items of business included in this agenda.	-
4	<u>MINUTES OF THE YOUTH SERVICES COMMITTEE HELD ON 08TH NOVEMBER 2023</u> To receive and sign the Minutes of the Youth Services Committee held on Wednesday 08 th November 2023.	Attached
5	<u>MINUTES OF THE YOUTH COUNCIL HELD ON 01ST NOVEMBER 2023</u> SEVENOAKS YOUTH COUNCILLORS - Home (weebly.com) To receive and note the Minutes of the Youth Council meeting held on Wednesday 01 st November 2023.	Attached
6	<u>HOUSE IN THE BASEMENT [HiTB] YOUTH CAFÉ</u> House in the Basement - Home (weebly.com)	
6.1	To receive and discuss the following reports:	Attached
6.2	HiTB Manager's Update Report Finance Cost Centre Reports : September, October November	Attached
7	<u>REPORTS FROM CO-OPTED PARTNERS</u> i. SAYT ii. SDC - Community Safety Team iii. West Kent Communities (Quarterly Update Reports x3) iv. National Trust Knole	- Attached
8	<u>SEN WORK EXPERIENCE OPPERTUNITIES</u>	
9	<u>SKATEBOARDING SESSIONS FOR GIRLS</u> To receive and discuss the attached report. To consider funding future community sessions.	Attached
10	<u>FAMILY HUB AND COMMISIONED YOUTH DECISION</u>	
11	<u>PUBLIC SPACES PROTECTION ORDER (PSPO) ON THE VINE- UPDATE</u> To receive an update on the Public Spaces Protection Order (PSPO) on the Vine.	
12	<u>PRESS RELEASE</u> To consider any agenda item considered appropriate for a press release.	-

Sevenoaks Town Council

**Minutes of the Meeting of the Youth Services Committee
Held on 8th November 2023 in the Council Chamber, Town Council Offices, TN13 3QG**

Livestreamed and available on YouTube until Minutes are accepted by Town Council Meeting:
(<https://youtube.com/live/WJS1wxAlbyo?feature=share>)

Meeting Started: 7.00 p.m.

Meeting Concluded: 8.16 p.m.

Present:

Cllr Chloe Gustard (Chair)	Present	Cllr Catherine Daniell (Vice-Chair) (left the meeting at 7.30pm)	Present
Cllr Dr Meryllyn Canet	Present	Cllr Sally Layne	Absent
Cllr Claire Shea (ex-officio)	Apologies	Cllr Gareth Willis	Present
<u>Co-opted members</u>			
Sevenoaks Youth Council: Vacant		Sevenoaks Area Youth Trust: Peter Robinson	Present
Kent County Council: Vacant		West Kent Communities: Richard Dowling	Present
Sevenoaks District Council: Maxine Quinton	Present	National Trust: Amy Sabine	Absent

In attendance: Alison Futtit, Senior Committee Clerk, Daren Mountain, HitB Youth Café Manager, Ieuan Chandler-Wilson, Youth Committee Clerk.

Representations received from Members of the Public: none.

473 Change to Order of Agenda

RESOLVED: That the order of the agenda be amended to facilitate consideration of Agenda Item 15, SEN Work Experience Opportunities, to enable Cllr Daniell to take part in the discussion.

474 Apologies for Absence

Received as noted above. Noted that Cllr Daniell needed to leave the meeting at 7.30pm.

475 Requests for Dispensations

There were no requests for dispensations.

476 Declarations of Interest

There were no declarations of interest.

477 Minutes of Youth Services Committee held on 6th September 2023

RESOLVED: To receive and accept minutes as a true record.

Sevenoaks Town Council

478 Minutes of Sevenoaks Youth Council Held on 13th September 2023

RESOLVED: To receive and note the Minutes of the Youth Council meeting held on 13th September 2023.

479 House in the Basement Youth Café

479.1 Update Report

The Committee noted the report from Daren Mountain, House in the Basement Manager. Daren advised that there had been low attendance at the Silent Disco, with half of those who had booked tickets showing up. He would be reviewing with partners how the event would go forward.

Daren advised of Christmas events being planned, including a Christmas Lunch provided by Perfect Cuisine.

RESOLVED: That the report be received and noted.

479.2 Finance Report August 2023

RESOLVED: That the Finance Cost Centre report for the House in the Basement Youth Café be noted.

479.3 NEET (Not in Education, Employment or Training) Project

Daren reported that Jenny Godfrey from SDC who had championed the creation of the NEET project had left SDC: the project has been taken on by Kelly Webb and Abbi Canie.

The NEET project, which was planned to be a two-hour programme run over 26 weeks, would have a soft launch in November, with formal start date in January. Daren reported some difficulties with the referral process and getting responses from schools. Maxine Quinton offered to mention the project at the monthly Safeguarding meeting held at SDC.

Cllr Willis advised that a lot of schools had guest speaker events which he could obtain tickets for if any of the young people would like to attend.

480. SEN Work Experience Opportunities

The Committee acknowledged the additional challenges facing young people with special educational needs seeking work experience placements and/or employment and considered ways in which support could be offered. It was suggested that a contact list of supportive businesses able to provide opportunities could be developed, to signpost young people and parents/guardians.

RESOLVED:

- 1) that officers explore with local businesses how a contact list scheme could work, promoting local work experience or SEN friendly employment opportunities; and
- 2) report to be submitted to the next meeting of this Committee.

Sevenoaks Town Council

481. Reports from Co-opted Partners

Noted following reports from Co-opted Partners:

(i) Sevenoaks Area Youth Trust (SAYT)

Peter Robinson reported that since the last meeting SAYT had a three-day trip to Snowdonia with nine young people attending, including five from the Greatness area and three from House in the Basement. The feedback received from the trip was extremely positive and they were considering what other trips they might be able to offer in the future.

Peter also reported that unfortunately the bus used for outreach work had been taken off the road by SDC for savings reasons. SAYT were exploring other ways to provide the outreach work. Richard Dowling mentioned that West Kent Housing had recently been gifted a van for community use which would be available in the new year; there might be potential for SAYT to use it on occasion.

Peter also reported that SAYT were starting a Youth Alpha group in the near future, to give young people an introduction to Christianity in an informal way, with no commitment from the young people.

(ii) Sevenoaks District Council, Community Safety

Maxine Quinton reported that while the Town had been primarily quiet there had been a few issues at the Bat and Ball Station with two young people being issued anti-social behaviour warning letters and a group of older young people had been spoken to at the Quarry and letters issued. Maxine also reported that during Halloween and Bonfire night Sevenoaks Town had been quiet.

(iii) West Kent Youth Services (WKYS)

Richard Dowling reported that the St.John's school project had finished and the Schools Worker for West Kent Housing had now left the organisation. Recruitment would take place but there was only four months remaining of the project.

It was noted that the Young Adventurers group had been well attended this year with 16 to 20 young people attending each session. Richard also advised that they had a trip to an activity centre with 80 young people in attendance, 20 of those were from Sevenoaks.

Outreach work had continued with almost 100 young people seen during the last three months.

Richard reported that the van donated to West Kent Housing was for community use and there were lots of ideas for next year, including estate visits and community days with housing officers, and PCSOs in attendance, with advice about employment and training.

Sevenoaks Town Council

West Kent Housing are working with the Sevenoaks Lidl and would receive donations from the Christmas toy appeal. The District Council was also providing some food vouchers for families in need.

Councillors suggested that the Town Council could consider running its warm coats appeal again this year; Richard confirmed that West Kent would welcome donations.

482 Young Person Mentoring Scheme

The Committee received and considered the report outlining the impact of the Young Person mentoring Scheme. Daren Mountain reported that the Scheme had been well attended with HitB seeing dozens of young people.

RESOLVED: To receive and note the report.

483 Funding Proposal for Detached Work in Sevenoaks

The Committee considered a request for funding of £15,000 from West Kent Housing to enable them to maintain the detached youth service in Sevenoaks District following the withdrawal of funding from Kent County Council from March 2024.

The funding is for one year to enable West Kent to continue to provide the service whilst developing a funding plan (including bids to the National Lottery and large charitable trusts) for a long-term project starting in April 2025. Details of the proposed Sevenoaks District Detached Youth Work Project were noted. Richard advised that £21,000 had been secured so far.

RESOLVED: To RECOMMEND to the Finance & General Purposes Committee that £15,000 funding be approved for the West Kent Housing, Sevenoaks District Detached Youth Work Project for 2024-2025 subject to appropriate reporting measures being put in place.

484 Sevenoaks Town Council's Sports Strategy

It was noted that the first meeting of the group set up to guide the direction of the second Sevenoaks Town Sports Strategy had taken place on 4th October 2023. The main output of the meeting was the need for additional facilities for growing memberships, with the next steps being an audit of existing and desired sports provision/facilities via a questionnaire to identify trends of use and demand for particular services. Details were awaited from SDC who were doing their own audit, to avoid question replication.

The Committee noted that during the Sports Strategy meeting it was reported that there had been a significant increase in girls' sport, highlighting a shortage of available pitches.

RESOLVED: To note that the next meeting of the Sports Strategy Group would be held once the responses from the planned questionnaire were available.

Sevenoaks Town Council

485 Public Spaces Protection Order Survey Results

Maxine Quinton informed the Committee that following the overwhelming support in the consultation exercise, the Public Spaces Protection Order for The Vine would be considered at the District Council’s People and Places Advisory Committee on 30th November, and if agreed, to full Cabinet on 14th December 2023. If approved implementation would be in the New Year.

486 Greatness Skateboard Park Refurbishment

The Committee noted that the skate park refurbishment was complete and that the very re-opening event on 24th October had been a huge success with up to 200 young people attending at the peak. Thanks were expressed to both officers and the Council for completing this project so quickly.

RESOLVED: To receive and note the report of the Greatness Skate Park refurbishment and event.

487 Climate Change Youth Forum

RESOLVED: To note that Sevenoaks Town Council was to trial holding a meeting of the Climate Change Youth Forum after school to try to improve attendance.

488 Youth Council Elections

RESOLVED: To note that the Youth Council elections had closed the week of the 2nd of October 2023 with 15 new Youth Councillors being elected. The first meeting of the new Youth Council had been held on 1st of November 2023.

489 Press Release

RESOLVED: That a press release be issued regarding the election of the new Youth Council. .

There being no further business the Chairman closed the meeting.

Signed
Chairman

Dated

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**Minutes of the meeting of the Sevenoaks Youth Council
Held on Wednesday 1st November 2023**

at Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN133QG

Meeting Commenced: 6.00 p.m.

Meeting Concluded: 6.50 p.m.

Present:

Youth Council Members:

Aryanna Mahdavi Ardestani	Present	Simba Li	Present
Catherine Barden De Leon	Present	Madeleine Politzer	Absent
Dexter Buhmann	Absent	Elena Rozo-Navarro	Apologies
Elena-Teodora Dragoi	Present	Aanya Sidhu	Present
Maya Goodrich	Present	Jospeh Soanes	Present
Bea Hayward	Absent	Aditya Vara	Present
Sharma Ishwar	Present	Niki Zhang	Present
Harry King	Present		

In attendance: Linda Larter, Town Clerk; Mayor Cllr Claire Shea; Cllr Gareth Willis, Councillor for the Town Ward; Ieuan Chandler-Wilson, Committee Clerk.

1. Apologies for Absence

Received as shown above.

2. Introductions

Each of the Youth Councillors gave a brief introduction as to why they wanted to join the Youth Council.

3. Welcome from the Mayor of Sevenoaks

The Mayor, Councillor Claire Shea, welcomed all the new Youth Councillors to the Sevenoaks Youth Council stating that she could not wait to see what the Youth Council would achieve in the next two years and looked forward to working with them on future projects.



4. Election of the Chair

Five youth Councillors put their names forward to be Chair of the Sevenoaks Youth Council for the period 2023-2024. A vote was taken by drawing lots, giving each of the Youth Councillors one vote for a candidate of their choice.

RESOLVED: That Anya Sidhu be elected as Chair.

Aanya Sidhu took the Chair and invited nominations for the election of Vice-Chair and Treasurer.

5. Election of the Vice-Chair

Four youth Councillors put their names forward to be Vice-Chair of the Sevenoaks Youth Council for the period 2023-2024. A vote was taken by drawing lots, giving each of the Youth Councillors one vote for a candidate of their choice.

RESOLVED: That Niki Zhang be elected as Vice-Chair.

6. Election of the Treasurer

Five Youth Councillors put their names forward to be Treasurer of the Sevenoaks Youth Council for the period 2023-2024. A vote was taken by drawing lots, giving each of the Youth Councillors one vote for a candidate of their choice.

RESOLVED: That Simba Li be elected as Treasurer.

7. Minutes of the Previous Meeting of the Youth Council held on 13th September 2023

RESOLVED: To review the minutes at the following meeting to be held on the 17th of January.

8. Finance Report

RESOLVED to note:

- 1) that £500 had been put towards funding a re-opening event for the Greatness Recreational Ground Skate Park; and
- 2) that the current balance was £1,720.10.

9. House in the Basement Youth Café (HiTB), Manager's Report:

The Chair gave an explanation regarding what the Youth Café is and some of the work and projects that they carry out. It was noted that House in the Basement was hoping to do a soft launch of the NEET (Not in Education, Employment or Training) project later this month with a more structured launch in January 2024.

New Youth Councillors were encouraged to visit the Youth Café and introduce themselves to the Manager.

RESOLVED: To receive and note the report from Daren Mountain, Manager of HiTB.

10. Youth Survey Results

The Youth Council received feedback from the COVID-19 survey that was given to young people to help gauge the impact COVID had on the lives of young people. The Youth Councillors noted the responses to the following questions:

- What is the main problem young people face in Sevenoaks?

- What is one improvement you would make to Sevenoaks? (Facilities, Clubs, etc.)
- What, in your opinion, should the Youth Council do for young people in Sevenoaks?

It was noted that the common themes from these responses were clubs and facilities, mental health, improved safety and cycling.

The Youth Council noted that it would be useful for another survey to be created for schools and local young people to gauge what they would like to see in the town.

11. Workshop ideas for future Youth Council Activities

The Youth Council adjourned to participate in a workshop to discuss and share ideas for Sevenoaks Town.

What do you think is the greatest need for young people now?

1. Mental wellbeing, support (for anything such as problems)
2. More open spaces
3. Communication
4. Mental health support
5. Education
6. Accessible social activities
7. More communal support and shared spaces

What do you want to achieve in your two years as a Youth Councillor?

1. Give other young people a voice
2. Improve the overall mental health and wellbeing of young people in Sevenoaks
3. I want to improve mental health support for young people dealing with personal struggles (peer pressure into drugs, alcohol, eating disorders and toxic relationships)
4. More Youth Council members (inclusive and diverse and a willingness to contribute),
5. More community spaces and pedestrian friendly areas
6. More available clubs and activities to the public
7. More activities and chances where young people can discover what they are good at
8. I want to improve Sevenoaks as a Town especially environmentally, a way to encourage cycling in the town
9. Improve mental health support in the town
10. To help young people and give some people a chance to speak

If money and practical issues were no problem, what would you like to see in Sevenoaks?

1. More cycle lanes
2. More Greenery/ Shrubbery
3. More dedication to sustainability
4. Add more streetlights in neighbourhood areas (hopefully powered sustainably)
5. More spaces for people to speak and communicate even if they have health issues and more open schools
6. A general safe place for young people to go without worrying about anything,
7. The creation of new activity centers
8. More outreach into schools; workshops on anti-social behavior
9. Free counselling services
10. More fun events; themed parties/discos at House in the Basement
11. Paths for cycling/ cycle lanes
12. More parks and open spaces

13. More spaces for young people to socialize and enjoy themselves
14. More available methods of travel
15. More available clubs and activities
16. Mental health improvement and events

After the workshop the Youth Councillors discussed some of the ideas that had been suggested, it was noted that Mental Health was one of the key themes. It was also suggested that more could be done for the promotion of local sports clubs and mentoring schemes.

12. Date of Next Meeting

RESOLVED: To note the dates of future meetings:

Wednesday 17th January 2024

Wednesday 20th March 2024

Wednesday 15th May 2024

There being no further business the Chair closed the meeting.

Sevenoaks Town Council
Youth Services Committee – 24th January 2024



House in the Basement Youth Café Manager: October 2023- December 2023 report

October figures:

During October we saw 138 young people and 39 SEN Young People, 10 young people were new to House in the Basement.

We were open 14 times and were open for 4 SEN during the month.

We attend the re-opening of the Skate Park and saw over 200 over the course of the day.

A Silent Disco was held with West Kent Housing Providing their support, equipment and DJ skills on the night, despite the sale of around 30 tickets we saw less than half of that on the night.

We took over £260 during the month.

November figures:

During November we saw 140 young people, we saw 31 SEN young people with 2 new young people attending House in the Basement. We were open a total of 16 times with 4 SEN sessions.

We have had a lot of staff sickness at HiTB recently but we have managed to open on all but one occasion.

Attendance was good, particularly on Fridays and Saturdays.

The Tuesday SEN Club had a steady attendance of 12 young people.

Wednesdays have been quieter.

Saturday 4th November was jacket potato day, thank you to Perfect Cuisine again.

Christmas events would include a couple of parties, and Perfect Cuisine had kindly offered to cook a Christmas dinner on the 22nd December.

We have restarted the winter coat, hat & scarf scheme from last winter, which was popular.

Kassia has joined the staff team & has been a great addition, she recently stood as a local Councillor & has a real heart for the Sevenoaks community.

Two of our young people are going through D of E volunteering & the STC/HiTB apprenticeship scheme respectively at the moment.

**Sevenoaks Town Council
Youth Services Committee – 24th January 2024**

The NEET project has been frustrating as apart from Weald, secondary schools are not engaging with this project, we cancelled our November & December speakers/provision & unless something drastically changes in the next few weeks, we may have to do the same for January & February.

Decembers Figures

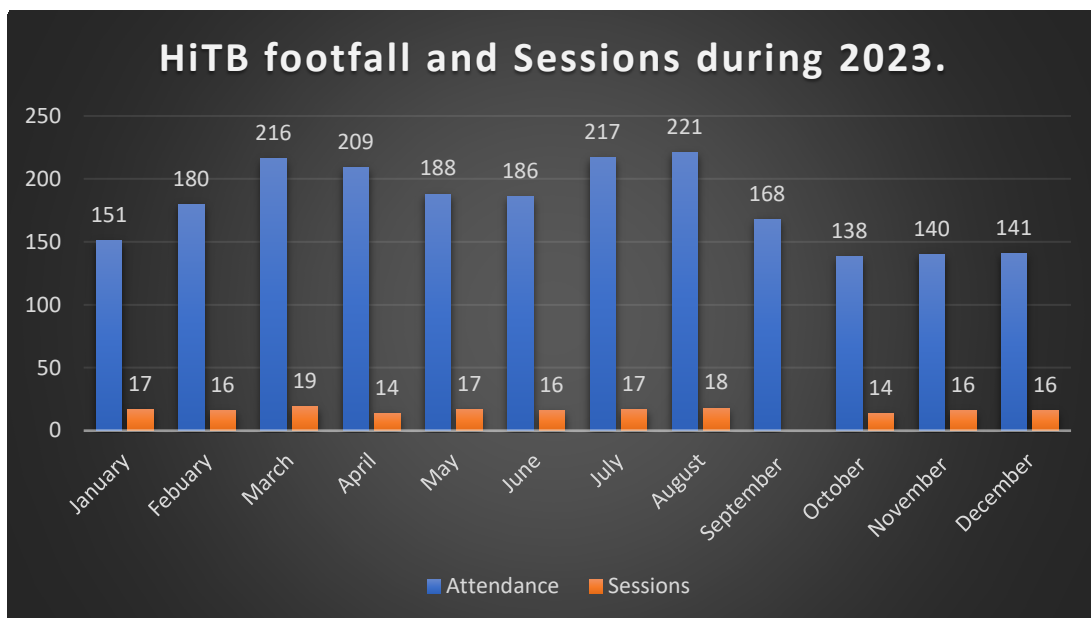
During December we saw 141 young people, we saw 14 SEN young people with 13 new young people attending House in the Basement. We were open a total of 16 times with 3 SEN sessions.

A huge thank you to Florence and her fantastic team from Perfect Cuisine who on the 22nd of December gave us an amazing Christmas dinner for our Christmas party.



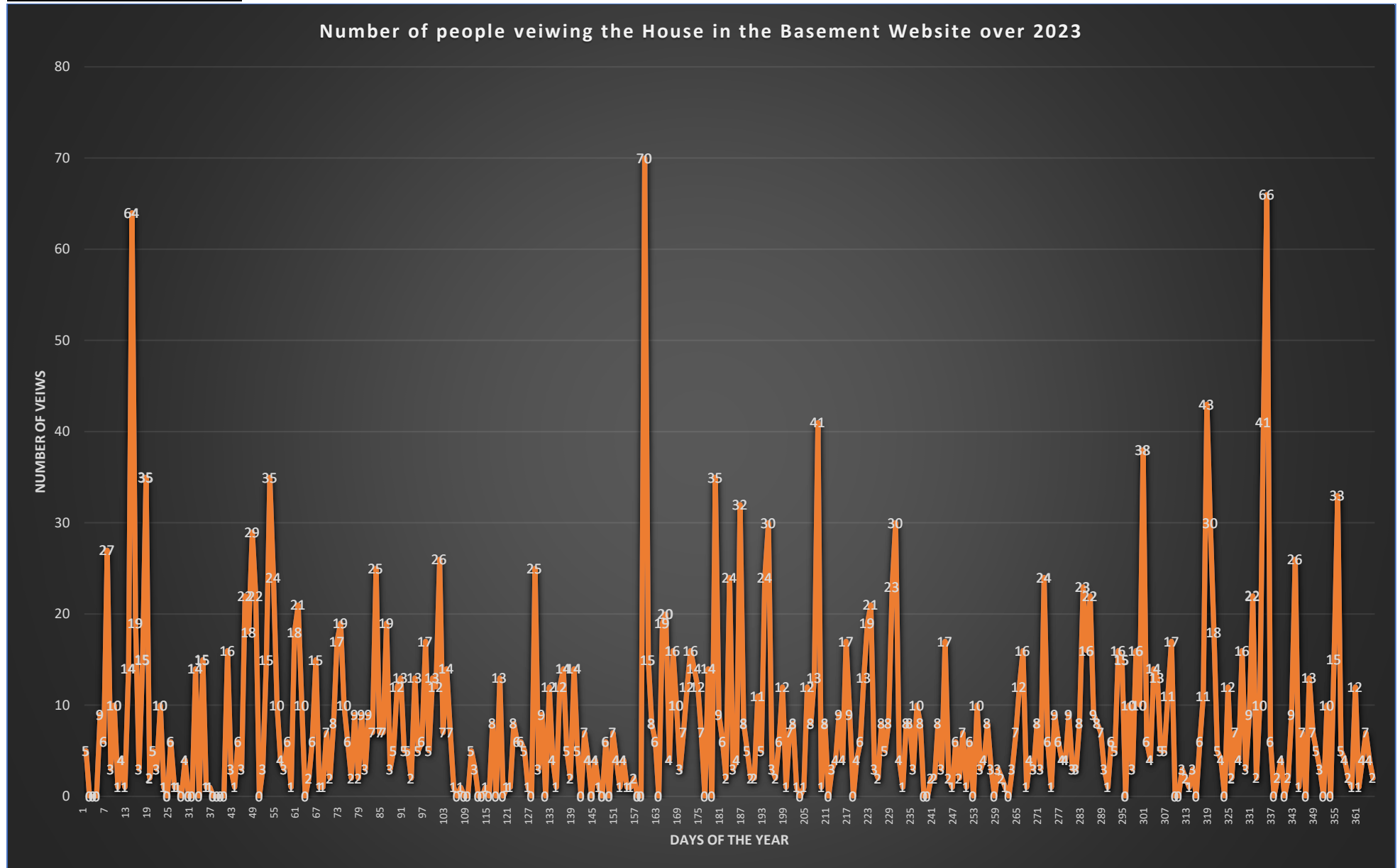
Total Figures for 2023

Through out the year of 2023 we saw a footfall of 2155 young people, we were open for over 180 sessions during the course of the year.



Sevenoaks Town Council
 Youth Services Committee – 24th January 2024

Website Figures for 2023



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Detailed Income & Expenditure by Phased Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities	314	209	(105)	2,494	1,254	(1,240)	2,512			99.3%	
1211 Sale of Goods	205	158	(47)	1,610	948	(662)	1,894			85.0%	
1350 Revenue Grant income	0	0	0	1,460	0	(1,460)	0			0.0%	
1990 Other Income	0	0	0	150	0	(150)	0			0.0%	
Youth Cafe :- Income	519	367	(152)	5,714	2,202	(3,512)	4,406			129.7%	0
4010 Gross Pay	4,346	3,856	(490)	25,109	23,136	(1,973)	46,273		21,164	54.3%	
4012 Expenses	0	0	0	13	0	(13)	0		(13)	0.0%	
4270 Employers Pension Contribution	105	125	20	650	750	100	1,505		855	43.2%	
5410 Repairs & General Maintenance	89	80	(9)	1,124	480	(644)	955		(169)	117.7%	
5500 Equipment Hired and New	32	0	(32)	384	0	(384)	0		(384)	0.0%	
6010 Light Heat & Cleaning	22	14	(8)	86	84	(2)	163		77	52.7%	
6101 Telephone	50	51	1	299	306	7	612		313	48.8%	
6105 Broadband wi-fi service	122	0	(122)	122	0	(122)	0		(122)	0.0%	
6200 Printing & Stationery	0	23	23	1	138	137	273		272	0.5%	
6210 Postage & Courier	0	0	0	0	0	0	31		31	0.0%	
6240 Computer/ Data Base/WP's	17	31	14	118	186	68	369		251	31.9%	
6241 Website Costs	12	0	(12)	36	0	(36)	0		(36)	0.0%	
6281 Furnishings,Furniture/Eqpt	0	118	118	0	236	236	474		474	0.0%	
6320 Staff Training	20	0	(20)	20	0	(20)	0		(20)	0.0%	
6330 Welfare/Hospitality	0	0	0	0	1	1	1		1	0.0%	
6340 Staff Uniforms	0	0	0	338	0	(338)	81		(257)	416.9%	
6460 Publicity & Democratic notices	0	0	0	30	0	(30)	7		(23)	428.6%	

Detailed Income & Expenditure by Phased Budget Heading 30/09/2023

Month No: 6

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6500 Goods for Resale	355	152	(203)	1,817	912	(905)	1,821		4	99.8%	
6505 Cafe consumables	2	18	16	3	36	33	73		70	4.6%	
6635 Professional Fees Licensing	0	0	0	432	444	12	444		12	97.4%	
6900 Sundry Expenses	35	31	(4)	145	186	41	372		227	39.1%	
6922 Health&Safety/Risk Assessments	511	421	(90)	821	946	125	948		127	86.6%	
Youth Cafe :- Indirect Expenditure	<u>5,717</u>	<u>4,920</u>	<u>(797)</u>	<u>31,548</u>	<u>27,841</u>	<u>(3,707)</u>	<u>54,402</u>	<u>0</u>	<u>22,854</u>	<u>58.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(5,198)</u>	<u>(4,553)</u>	<u>645</u>	<u>(25,834)</u>	<u>(25,639)</u>	<u>195</u>	<u>(49,996)</u>				
Grand Totals:- Income	519	367	(152)	5,714	2,202	(3,512)	4,406			129.7%	
Expenditure	5,717	4,920	(797)	31,548	27,841	(3,707)	54,402	0	22,854	58.0%	
Net Income over Expenditure	<u>(5,198)</u>	<u>(4,553)</u>	<u>645</u>	<u>(25,834)</u>	<u>(25,639)</u>	<u>195</u>	<u>(49,996)</u>				
Movement to/(from) Gen Reserve	<u>(5,198)</u>			<u>(25,834)</u>							

11/01/2024

14:12

Sevenoaks Town Council

Detailed Income & Expenditure by Phased Budget Heading 11/01/2024

Month No: 7

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities	428	209	(219)	2,922	1,463	(1,459)	2,512			116.3%	
1211 Sale of Goods	257	158	(99)	1,867	1,106	(761)	1,894			98.6%	
1350 Revenue Grant income	3,000	0	(3,000)	4,460	0	(4,460)	0			0.0%	
1990 Other Income	0	0	0	150	0	(150)	0			0.0%	
Youth Cafe :- Income	3,684	367	(3,317)	9,399	2,569	(6,830)	4,406			213.3%	0
4010 Gross Pay	4,494	3,856	(638)	29,603	26,992	(2,611)	46,273	16,670		64.0%	
4012 Expenses	0	0	0	13	0	(13)	0	(13)		0.0%	
4270 Employers Pension Contribution	168	125	(43)	818	875	57	1,505	687		54.3%	
5410 Repairs & General Maintenance	82	80	(2)	1,206	560	(646)	955	(251)		126.3%	
5500 Equipment Hired and New	0	0	0	384	0	(384)	0	(384)		0.0%	
6010 Light Heat & Cleaning	0	14	14	86	98	12	163	77		52.7%	
6101 Telephone	185	51	(134)	484	357	(127)	612	128		79.1%	
6105 Broadband wi-fi service	0	0	0	122	0	(122)	0	(122)		0.0%	
6200 Printing & Stationery	0	23	23	1	161	160	273	272		0.5%	
6210 Postage & Courier	28	31	3	28	31	3	31	3		90.2%	
6240 Computer/ Data Base/WP's	17	31	14	134	217	83	369	235		36.4%	
6241 Website Costs	12	0	(12)	48	0	(48)	0	(48)		0.0%	
6281 Furnishings,Furniture/Eqpt	0	0	0	0	236	236	474	474		0.0%	
6320 Staff Training	0	0	0	20	0	(20)	0	(20)		0.0%	
6330 Welfare/Hospitality	0	0	0	0	1	1	1	1		0.0%	
6340 Staff Uniforms	0	0	0	338	0	(338)	81	(257)		416.9%	
6460 Publicity & Democratic notices	0	0	0	30	0	(30)	7	(23)		428.6%	

Detailed Income & Expenditure by Phased Budget Heading 11/01/2024

Agenda Item 2

Month No: 7

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6500 Goods for Resale	141	152	11	1,958	1,064	(894)	1,821		(137)	107.5%	
6505 Cafe consumables	0	0	0	3	36	33	73		70	4.6%	
6635 Professional Fees Licensing	0	0	0	432	444	12	444		12	97.4%	
6900 Sundry Expenses	46	31	(15)	191	217	26	372		181	51.3%	
6922 Health&Safety/Risk Assessments	0	0	0	821	946	125	948		127	86.6%	
Youth Cafe :- Indirect Expenditure	<u>5,173</u>	<u>4,394</u>	<u>(779)</u>	<u>36,721</u>	<u>32,235</u>	<u>(4,486)</u>	<u>54,402</u>	<u>0</u>	<u>17,681</u>	<u>67.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,489)</u>	<u>(4,027)</u>	<u>(2,538)</u>	<u>(27,322)</u>	<u>(29,666)</u>	<u>(2,344)</u>	<u>(49,996)</u>				
Grand Totals:- Income	3,684	367	(3,317)	9,399	2,569	(6,830)	4,406			213.3%	
Expenditure	5,173	4,394	(779)	36,721	32,235	(4,486)	54,402	0	17,681	67.5%	
Net Income over Expenditure	<u>(1,489)</u>	<u>(4,027)</u>	<u>(2,538)</u>	<u>(27,322)</u>	<u>(29,666)</u>	<u>(2,344)</u>	<u>(49,996)</u>				
Movement to/(from) Gen Reserve	<u>(1,489)</u>			<u>(27,322)</u>							

Sevenoaks Town Council
Youth Services Committee – 24th January 2024

11/01/2024

Sevenoaks Town Council

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Detailed Income & Expenditure by Phased Budget Heading 11/01/2024

Month No: 8

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities	182	209	28	3,103	1,672	(1,431)	2,512			123.5%	
1211 Sale of Goods	224	158	(66)	2,091	1,264	(827)	1,894			110.4%	
1350 Revenue Grant income	0	0	0	4,460	0	(4,460)	0			0.0%	
1990 Other Income	0	0	0	150	0	(150)	0			0.0%	
Youth Cafe :- Income	406	367	(39)	9,804	2,936	(6,868)	4,406			222.5%	0
4010 Gross Pay	5,584	3,856	(1,728)	35,187	30,848	(4,339)	46,273		11,086	76.0%	
4012 Expenses	0	0	0	13	0	(13)	0		(13)	0.0%	
4270 Employers Pension Contribution	140	125	(15)	958	1,000	42	1,505		547	63.6%	
5410 Repairs & General Maintenance	0	80	80	1,206	640	(566)	955		(251)	126.3%	
5500 Equipment Hired and New	23	0	(23)	408	0	(408)	0		(408)	0.0%	
6010 Light Heat & Cleaning	62	14	(48)	148	112	(36)	163		15	90.8%	
6101 Telephone	51	51	0	535	408	(127)	612		77	87.4%	
6105 Broadband wi-fi service	28	0	(28)	150	0	(150)	0		(150)	0.0%	
6200 Printing & Stationery	12	23	11	14	184	170	273		259	5.1%	
6210 Postage & Courier	0	0	0	28	31	3	31		3	90.2%	
6240 Computer/ Data Base/WP's	17	31	14	151	248	97	369		218	41.0%	
6241 Website Costs	12	0	(12)	60	0	(60)	0		(60)	0.0%	
6281 Furnishings,Furniture/Eqpt	0	0	0	0	236	236	474		474	0.0%	
6320 Staff Training	0	0	0	20	0	(20)	0		(20)	0.0%	
6330 Welfare/Hospitality	0	0	0	0	1	1	1		1	0.0%	
6340 Staff Uniforms	89	0	(89)	427	0	(427)	81		(346)	527.0%	
6460 Publicity & Democratic notices	0	0	0	30	0	(30)	7		(23)	428.6%	

Detailed Income & Expenditure by Phased Budget Heading 11/01/2024

Month No: 8

Cost Centre Report

Agenda item 6

Sevenoaks Town Council
Youth Services Committee – 24th January 2024

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6500 Goods for Resale	318	152	(166)	2,276	1,216	(1,060)	1,821		(455)	125.0%	
6505 Cafe consumables	3	0	(3)	7	36	29	73		66	9.1%	
6635 Professional Fees Licensing	0	0	0	432	444	12	444		12	97.4%	
6900 Sundry Expenses	51	31	(20)	242	248	6	372		130	65.1%	
6922 Health&Safety/Risk Assessments	0	0	0	821	946	125	948		127	86.6%	
Youth Cafe :- Indirect Expenditure	<u>6,392</u>	<u>4,363</u>	<u>(2,029)</u>	<u>43,112</u>	<u>36,598</u>	<u>(6,514)</u>	<u>54,402</u>	<u>0</u>	<u>11,290</u>	<u>79.2%</u>	<u>0</u>
Net Income over Expenditure	<u>(5,986)</u>	<u>(3,996)</u>	<u>1,990</u>	<u>(33,308)</u>	<u>(33,662)</u>	<u>(354)</u>	<u>(49,996)</u>				
Grand Totals:- Income	406	367	(39)	9,804	2,936	(6,868)	4,406			222.5%	
Expenditure	6,392	4,363	(2,029)	43,112	36,598	(6,514)	54,402	0	11,290	79.2%	
Net Income over Expenditure	<u>(5,986)</u>	<u>(3,996)</u>	<u>1,990</u>	<u>(33,308)</u>	<u>(33,662)</u>	<u>(354)</u>	<u>(49,996)</u>				
Movement to/(from) Gen Reserve	<u>(5,986)</u>			<u>(33,308)</u>							

Places to live. Space to grow.

West Kent Youth Services Delivery Report – Sevenoaks Area

18th January 2023 – 22nd March 2023

Sevenoaks Youth Work Detached Update

Since the last meeting on the 18th of January.

We have responded to the increase in young people attending the Vine, and more recently Greatness.

We have engaged with 261 young people in this time. With the aim to engage young people on the consequences of their choices, and to make sure they are being safe.

Through observations and conversations, it appears that a high number of the young people attending the Vine/Greatness, don't feel they'll receive repercussions of negative actions regarding ASB and vandalism. This is a usual occurrence in teenagers wherein they learn boundaries through personal experience.

We have started talking to the young people about how to be safe, specifically what to do if someone gets hurt/ passes out, while under the influence. We have started doing this in response to the young people stating they don't know what to do if this happens.

We will continue to attend the Vine, Greatness, and any areas that we are alerted too.

Young Adventurers update.

16 Young People currently on the register, as a few attendees have recently left. We are currently working with the schools on new referrals, for the young people who need the service.

Alongside our regular program we have been providing warm meals on a fortnightly basis to help with the cost-of-living crisis, we have also stopped our £2 weekly session fee for all attendees to help with this.

Our recent activities have included: sand art, challenge night, Mother's Day cards, plant pot painting and sunflower planting, Shrinky dinks, football, hockey, and team building.

Schools Update

We are not currently at a school in Sevenoaks, we are due back in the area next term.

West Kent Housing Association

Head Office, 101 London Road, Sevenoaks,
Kent TN13 1AX **Tel:** 01732 749400 **Email:**
help@wkha.org.uk **www.westkent.org**

West Kent Housing Association, an exempt charity, is a registered society under the Co-operative and Community Benefit Societies Act 2014 (26278R) and a registered social landlord, regulated by the Homes and Communities Agency (LH3827).



Places to live. Space to grow.

Youth Work Report Sevenoaks

Quarterly Report April – June 2023

If you would like to discuss anything from this report in further detail please e-mail, Lead Youth Worker Ben Reynolds at; ben.reynolds@wkha.org.uk

April to June summary

Detached

Over the past quarter we have engaged with 213 young people in Sevenoaks. We are continuing to deliver regular detached sessions on a Friday evening. Visiting the Vine later in the evening to talk to the young people who are still congregating in the area over evening. The numbers have drastically decreased in the recent months, and we are seeing less of the same faces as weeks go on.

Conversations have mainly consisted of talking to young people about consequences of actions, and the negative image of young people due to the small few who chose to misbehave. We have seen an increase in young people at Greatness Park in the warmer evenings, most young people are friendly, engagements have consisted of talking to young people about exam stress, and the environment, as we always notice a lot of litter around the skatepark. Engagements remain positive as we continue to build professional relationships with the young people.

Young Adventurers

Over the past quarter we have had 121 attendances in our young Adventurers project, registrants continue to be at maximum.

Schools work

Our school's worker has delivered schools work to St Johns primary school this past quarter working with classes on their self-esteem and emotional well-being.

Summer Programme

During the Summer we will be attending Sevenoaks District Councils Family Fun Day on the 31st of July on Greatness, delivering a few family activities alongside Playplace.

We will also be delivering a Summer Club for 8–12-year-olds during the summer holidays, from the 21st of August until the 25th of August at Hope Church, running from 11am until 2pm. The club is free of charge, and will consist of a craft activity, lunch, and a sports activity.

Going Forward

Our provisions in Sevenoaks continue to be well attended with full registration. Schools work and young adventurers will stop for the summer at the end of term, resuming back in September. Detached will continue through the summer working around the family fun days in the summer.



Places to live. Space to grow.

Youth Work Report Sevenoaks

Quarterly Report October – December 2023

If you would like to discuss anything from this report in further detail please e-mail, Lead Youth Worker Ben Reynolds at; ben.reynolds@wkha.org.uk

October to December summary

Detached

Over the past quarter we have engaged with 57 young people in the Sevenoaks area. The reduced number is in part both to the darker/colder nights, and staff annual leave.

Although we are engaging with the same young people on multiple occasions, the locations we are meeting them are inconsistent. Whereas in previous months we would consistently meet the same groups of young people in the same locations, currently we see the young people from Sevenoaks town area anywhere in Sevenoaks and the surrounding areas, such as Seal, Dunton Green, and Otford. On asking why young people have stated that they're staying away from bad influences, getting food, visiting a friend, or it's something to do.

Our engagements have been on seeing how the young people are, how school/ work is going, and commenting on the observations we make during the engagement. Recently this is mainly on vaping and educating around the topic.

Engagements remain positive and we hope to maintain and continue this during 2024.

Young Adventurers

Young adventurers are continuing to be popular and despite the initial loss of the young people aging out in September is back up to capacity of 20 young People each week.

Schools work

We delivered our last school's sessions at St John's CE Primary school over the September/ October term, working with a year 4 class on emotional well-being. Our school's worker has now left West Kent (due to the uncertainty of the KCC Contract) and so it is unlikely that we will be able to recruit the last few months that remain.

Conclusion

Detached is going well despite the darker weather, and we will continue to go out into the new year. Young Adventurers remains to be well-attended, and a tremendous support to the young people that attend. Schools work has temporarily stopped but we aim to revisit the possibilities of doing schools work again in the future.

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Skateboarding Sessions

Following its recent successful refurbishment of the Skateboard Park at Greatness Recreation Ground Sevenoaks Town Council have been approached by a group who are interested in starting up Skateboarding sessions at Greatness skate park for the Community.

The operator has carried out similar activities in St Marys Cray and Swanley. These sessions have been charity or council funded.

The proposal is to

- Run a 5 / 6-week course club for girls after Easter.
- Close 25% of the skate park to the public for the safety of beginners.
- This would be for 2 groups of 10 for 1 hour at time.
- The operator costs are if running his own weekly club, would look to take £165 for 2 hours session. This would normally take him at least half a day with bookings, planning, set up, comms/booking etc. He would also charge £50 for pads/helmets/boards. (£10.75 per child per session)
- The cost to the Sevenoaks Town Council would be £185 per session (**£9.25 per child per session**) x 6 = **£1,110**.

It may be possible to train a HiTB youth worker/helper to ultimately take over? It could help mitigate the cost and make the project sustainable.

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