



Meeting Wednesday 22nd May 2019 at 6pm
Council Chamber, Sevenoaks TN13 3QG
to be followed by a meeting of the Youth Services Sub Committee at 7pm.

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive and note apologies received.
2. **MINUTES OF MEETINGS – 13TH MARCH 2019**
To receive and note the minutes of the meeting [copy previously circulated and attached.
3. **FINANCE REPORT**
To receive and note:
 - a) the income and expenditure sheet for the Youth Council's running budget
 - b) the income and expenditure for the Youth Council's charity fundraising [*Minute 28 refers*]
4. **HOUSE IN THE BASEMENT**
To receive and discuss the following reports:
 - a) HiTB report for March and April 2019 together with aims for May 2019 [copy attached]
 - b) HiTB statistics for March and April 2019 [to be tabled]
5. **KENT YOUTH VOICE**
To circulate a Kent County Youth Council booklet on Bullying Detox, which Youth Councillors may also view on line: https://www.kent.gov.uk/data/assets/pdf_file/0016/92230/Anti-bullying-detox-guide.pdf
6. **DEBATING COMMITTEE**
The Chairman, Youth Councillor Tasha Dambacher, to verbally discuss setting up a debating club in the Youth Café, HOUSE in the Basement [HiTB] from September for young people of all ages within the area.
7. **PARLIAMENT VISIT**
To receive a verbal update.
8. **EVENTS**
 - A) Live on the Vine – Friday 19th July 2019 – need for volunteers, stalls, young performers
 - b) Skateboard Event – Saturday 3rd August 2019
9. **DATE OF NEXT MEETING**
To note that the next meeting of Youth Council is at 6pm on 3rd July 2019 in the Council Chamber, TN13 3QG.

This page has been left blank intentionally.

**Sevenoaks Youth Council
Notes of the Meeting held on 13th March 2019
6 p.m. in Sevenoaks Town Council Chamber**

Prior to the commencement of the meeting a Financial Presentation was provided by Clare Oldfield from NatWest. The talk included advice relating to Money Sense – an engaging financial education programme and scams and fraud.

Roshni Agarwai	Absent	Ola Kujawinska	Absent
Eva Azazoglu	Present	Emily Mahoney	Present
Alexander Black	Present	Megan Ng	Present
Samuel Crawford	Present	Louisa Phillips	Present
Tasha Dambacher, Chairman	Present	Michael Roberts	Present
Ronnie Day	Present	Rosie Spurling	Present
Charlotte Foulds, Vice Chairman	Present	Gabby Tan	Present
Oscar Goodwin	Present	Loic Thiry	Present
Matthias Jammot, Treasurer	Present	Amy Vickers	Absent
Meera Jassi	Apologies	Jacob Watson	Apologies
Tom Chapman	Present	Sam Chard	Present
Phoebe Crichtlow	Present	Amber Warrender	Present
Katie Willis	Present	Ishwar Sharma	Present

Also, In Attendance

Cllr Richard Parry, Cllr Simon Raikes, Shane Mochrie-Cox – KCC Senior Early Help Worker, Linda Larter MBE Chief Executive / Town Clerk

26. Apologies for Absence

Received from Meera Jassi and Jacob Watson who was operating the new Chess Club opening that evening.

27. Minutes of the Meeting held on 30th January 2019

RESOLVED: That the Minutes of the meeting be accepted as a true record.

28. Finance Report

It was noted that the balance stood at £659.20 and that the Youth Council would receive £500 income from the Town Council on 1st April 2019. It was noted that in future a separate finance report would be provided to indicate income and expenditure for the Youth Council's charity fundraising.

29. Make it Happen Community & Voluntary Awards

It was noted that Sevenoaks Youth Council had received a Highly Commended Award for 'Youth Group of the Year' from Sevenoaks District Council.

30. House in the Basement (HitB) Youth Café

The following report items were noted:

- HitB had two new members of staff, now fully staffed.
- Tuesday Club for young people with Special Educational Needs to start next month.
- A Youth Councillor was currently working through the 8-week Volunteer Course.
- Still continuing with Fareshare (donations from supermarkets)
- 8-week Art Project recently finished, to be displayed at Kaleidoscope
- Chess Club started 13th March.
- New events being planned to include monthly Pool Competition with Stag Cinema Vouchers for prizes
- Attendance numbers and income for HitB was steadily increasing.

Recommendations from Youth Councillors revamp visit held on 6th February 2019 for refurbishing the venue.

Ref	Topic	Action Proposed	Cost
1	Y. Councillors noted that a fresh coat of paint would go a long way (white-minimalistic)	Stag Caretaker to carry out painting.	Tbc
2	When repainting, a new colour scheme could be effective (less red)- perhaps white with green accents	Note colour scheme was chosen by previous youth councillors. Arrange for painting to take place. White walls, green pillars (perhaps with artwork)	tbc
3	Paintings and pictures by attendees of the HITB Youth Café could be put up on the walls to decorate (replacing Music mural/wall)	To make arrangements.	
4	Take down Halloween decorations and other remaining holiday decorations	HitB staff to do this.	£0
5	Change lighting (if within budget) or, if not possible, add some lamps etc that can be used as an alternative source of light to make it warmer/more comfortable	Various lighting alternatives currently available – seen? Lamps could be purchased	tbc
6	Declutter- Y. Councillors suggested that they should go through the objects and items in cafe to decide what to keep and what to replace or remove	Agreed	£0

7	Find new design for sign as current one was agreed to be a bit ominous	Sign was previously a funding commitment requirement could now be reviewed. Agenda item for next Youth Council meeting.	tbc
8	Replace ceiling cover (mesh) with something a bit cleaner cut	Agreed now a bit tired. Needs to be a fire retardant covering	tbc
9	Fake plants and/or cacti to add atmosphere	Agreed	tbc
10	Deep clean	Venue had a 'deep clean' review regular cleaning processes.	Tbc
11	If possible, Move sign up the street a bit as to be more visible	Planning permission would be required – to be reviewed	Tbc
12	Advert in the stag (if possible)	Currently on information screen in foyer	£0
13	Organise wires (so that they appear less cluttered)	Electrician to be booked	Tbc
14	Change/replace or remove signs on door etc	To be reviewed by staff	£0
15	Places to keep glasses etc off the counter (as appears cluttered)	To be reviewed by staff	£0
16	Cute chairs added (if possible/if space)-cheap ones can be found at IKEA etc and repainted to fit colour scheme	The youth café started with these but became damaged. Recently had donated more robust seating, also suitable for hirers.	tbc
17	Book swap cabinet	Book case to be obtained	tbc

Update report relating to the following funding:-

Round Table

Sevenoaks Round Table have agreed to fund the following:

- £300 Sponsorship of Chess Club (requests stickers on equipment)
- £2,622 towards total cost £2,892 for new carpet and lino

Kent County Council

KCC Cllr Margaret Crabtree has agreed to fund the Tuesday Club with a grant of £2,000 – a weekly event for young people with Special Educational Needs. It was hoped that this would commence again in April 2019.

31. Youth Council Charity

The following nominations for a Youth Council Charity had been received:

	Name of Charity	Websites:
1	Stem4	https://stem4.org.uk/
2	Teenage Cancer Trust	https://www.teenagecancertrust.org/
3	Bloody Good Period	https://www.bloodygoodperiod.com/

RESOLVED: In previous discussions Youth Councillors had stated that they wanted to help young people cope with mental health problems. It was therefore agreed to adopt and raise awareness and funds for Stem 4. A representative of the charity would be invited to a future Youth Council meeting.

32. Parliament Visit

It was noted that a date to visit the Houses of Parliament and a private meeting with Sir Michael Fallon MP had been organized for 17th June 2019. A coach would be used for transport. Lunch would be provided. School / parental / guardian permission slips would be required. Sevenoaks Town Council would liaise with headteachers regarding permission for being out of school.

RESOLVED: Youth Councillors wishing to go on the trip to notify Michele by the end of March 2019.

33. Repeat of Skateboard Park Event for 2019

Sevenoaks Town Council had previously bought in professional skateboarders to provide a day of entertainment and workshops.

Following a request from the Youth Council to repeat this popular event it has been booked for 3rd August 2019 to take place at the Skateboard Park in Greatness Recreation Ground. The day will involve Professional Demonstrations, Skate & BMX Workshops and will be fully staffed.

Previously Hitb Youth Café staff and Youth Councillors have also been present and sold soft drinks.

The cost for the event is £1,650.

In previous years the Town Council has been able to obtain funding for this event, however to date this has not been possible.

RESOLVED: Sevenoaks Youth Council to donate £150 to the event from its funds.

34. Distribution of Youth Council Material

The following Youth Councillors stated that they did not wish to receive paper copies of the Youth Council documents in the post and would prefer them emailed:

Oscar, Amber, Charlotte, Louisa, Emily, Michael, Rose, Katie, Gabby, Eva, Megan and Tasha.

35. Plastic Free Sevenoaks campaign

A proof of the leaflet designed for the campaign was circulated. It was noted that there would be an acknowledgment of Gabby's design for the logo on the final printed copies.

36. Date of Next Meeting

6 p.m. on 22nd May 2019 at the Council Chamber.

There being no further business the Chairman closed the meeting at 7.55 p.m.

Agenda Item Sevenoaks Town Council

3a Youth Council General Income and Expenditure:
7555/38

2019/20

		Expenditure £	Income £
Starting Balance:	01/04/2019		£659.20
Budget allocated:	500.00		£ 500.00
* invoice awaited for remaining charges		£ -	£1,159.20
	Available Funds	£ 1,159.20	
		£ 1,159.20	

Agenda Item Sevenoaks Town Council

3b Youth Council Charity Income and Expenditure:
7555/38

2019/20

		Expenditure £	Income £
Starting Balance:	01/04/2019		£0.00
Budget allocated:	0.00		£0.00
		£ -	£0.00
	Available Funds	£ -	
		£ -	

2
3
4





HOUSE IN THE
Basement

Report – March and April 2019

HOUSE in the Basement with its two new members of staff continues to thrive. All work well together and engage with all the young people, which is much appreciated.

April 2019 saw the launch of a monthly pool competition on the first Friday of every month.

An overhaul of the HiTB too place in April with all lights being fixed and a new hob and extractor fan being installed, new crockery and a new blender were also purchased.

House in the Basement Youth Café Suggestion Box – May 2019

1	Additional computer games equipment	TC to review budget
2	More Art Sessions	HitB Manager to arrange. Planned to create a mural using plastic bottle tops during June.
3	New Pool Cues	To be ordered
4	Gaming Tournament	HitB staff to arrange
5	16+ evening / Netflix night	To be reviewed
6	Swear Jar	HitB manager to arrange
7	Outdoor Events	Noted Skateboard Park day event in August
8	New Carpet	Ordered using funding from Round Table
9	Better PCs	Noted computers approximately 1 year old.

This page has been left blank intentionally.