



Sevenoaks Youth Council

Meeting of Sevenoaks Youth Council Wednesday 18th January 2023 at 6.00pm

Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG,
London Road, Sevenoaks, TN131ZZ

Youth Council Members:

Henry Barden de Leon	Valentina Groves
Mahedy Basher	Isabella McGlynn
Emilia Britain, Vice-Chairman	Max Pound
Dexter Buhmann	Vince Rands-Webb
Leah Campbell-Sergeant	Elena Roza-Navarro
Von Ming Fung Chu	Aanya Sidhu
Phoebe Critchlow, Treasurer	Mia Stack
Lauren Foster	Billy Thajudeen
Neil Gandhi	Katie Willis, Chairman
Jasmine Geer	Torsa Younus
Maya Goodrich	

In attendance: Linda Larter, Town Clerk

Daren Mountain, Manager of House in the Basement Youth Café

Ieuan Chandler-Wilson, Committee Clerk

AGENDA

1.	Apologies for Absence To receive and note apologies for absence.	
2.	Minutes of Last Meeting To receive and adopt the minutes of the Youth Council meeting held on 2 nd November 2022.	Attached
3.	Finance Report To note the balance of the Youth Council budget 2022/23.	Attached
4.	House in the Basement [HiTB] Youth Cafe <ul style="list-style-type: none"> To receive and consider HiTB report November/December 2022 House in the Basement Website: House in the Basement - Home (weebly.com) 	Attached

5.	Talk from Kent Wildlife Trust	-
6.	Youth Forum Climate Change Report	Attached
7.	Christmas Light Competition Report	Attached
8.	House in The Basement 10 Year Celebration	-
9.	Date of Next Meetings: To note the dates of future meetings: <ul style="list-style-type: none"> • 22nd March 2023 Youth Council Website: SEVENOAKS YOUTH COUNCILLORS - Home	-

Minutes of the meeting of the Sevenoaks Youth Council
Held on 2nd November 2022

In the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG

Meeting Commenced: 18.00

Meeting Concluded: 18.51

Present:

Youth Council Members:

Henry Barden de Leon	Present	Darcy Hogg	Absent
Mahedy Basher	Apologies	Isabella McGlynn	Absent
Emilia Britain	Present	Max Pound	Absent
Dexter Buhmann	Present	Vince Rands-Webb	Absent
Leah Campbell-Sergeant	Absent	Elena Rozo-Navarro	Apologies
Von Ming Fung Chu	Present	Aanya Sidhu	Apologies
Phoebe Critchlow, Treasurer	Present	Mia Stack	Absent
Neil Gandhi	Present	Katie Willis, Chairman	Present
Jasmine Geer	Present	Torsa Younus	Absent
Maya Goodrich	Present	Billy Thajudeen	Apologies
Valentina Groves	Apologies		

In attendance: Cllr Dr Merilyn Canet; Alison Futtit, Senior Committee Clerk; Daren Mountain, Manager of House in the Basement Youth Café; Ieuan Chandler-Wilson, Youth Committee Clerk

- 1. Apologies for Absence**
Received as shown above.
- 2. Resignation of the Vice-Chairman**
The Youth Council received and noted the resignation of Anna Tarasheva from the Youth Council. This had resulted in a vacancy for Vice-Chairman.

Emilia Britain was nominated and it was **RESOLVED** unanimously that she be appointed Vice-Chairman.
- 3. Minutes of the Previous Meeting of the Youth Council held on 7th September 2022**
RESOLVED: To receive and adopt the minutes of the meeting of the Youth Council held on 7th September 2022.
- 4. Finance Report**
RESOLVED: It was noted that the current balance of the Youth Council budget was £2,334.60, but that £500 of this had been allocated to the purchase of a football table for the House in the Basement Youth Café.
- 5. House in the Basement Youth Café (HitB)**
The Youth Council noted the report submitted by Daren Mountain, Manager of HitB Café. Youth Councillors were informed that the Silent Disco held on the 21st of October 2022, in partnership with Sevenoaks Area Youth Trust and West Kent Housing Association, had been a successful first event with 30 people in attendance on the night.

It was reported that, when searched on google maps House in the Basement did not come up; Daren agreed to look into this.

6. Talk from Kent Fire and Rescue Service

The Youth Council heard from David Hopkins, an Education Officer for the Kent Fire and Rescue Service. David talked about fire safety in the home and the importance of testing smoke alarms at least once a week. He then spoke about the different career roles and opportunities within the Fire and Rescue Service ranging from roadside collision rescue units, education teams, animal rescue, engineers/mechanics to firefighters. It was mentioned that the Kent Fire and Rescue Service offer apprenticeships for young people who are 18+.

David also advised of the many volunteer opportunities available. ([Our volunteers | Kent Fire and Rescue Service \(fire-uk.org\)](https://www.fire-uk.org))

The Youth Council asked about what Charities the Kent Fire and Rescue Services work with and were advised that they work with a wide range of charities including Mind.

7. Talk from Kent Wildlife Trust

Unfortunately, the speaker from Kent Wildlife Trust was unable to attend. It was noted that this talk would be arranged for a future meeting.

8. Notes of Climate Change Youth Forum

The Youth Council received the detailed notes from Climate Change Youth Forum. It was noted that the next meeting of the Forum would take place on Thursday the 1st of December 2022 at 9:30am at the Bat & Ball Centre.

The Chairman Katie Willis and Councillor Dr Canet had attended the Forum and stated that many of the people who were in attendance were very passionate about the issues.

It was noted that Kent County Council was consulting about proposals to implement a 20 mile per hour speed limit in Sevenoaks Town and that a questionnaire was available for people to give their views about the proposed plan ([Sevenoaks Town-wide 20mph speed limit and traffic calming scheme | Let's talk Kent](#))

9. Notes of Visit to House of Commons

The Youth Council received a report on the visit to the House of Commons and the meeting with Laura Trott, Member of Parliament for Sevenoaks. It was noted that those who had gone had enjoyed the experience and would recommend to members of the Youth Council who had not attended, to do so if the opportunity arose in future. Youth Councilors commented that it had been a useful occasion to get their opinions across.

10. Mental Health Workshop Report

Mental Health in Young people was a priority of the Youth Council and Youth Councillors were pleased to receive two offers of professional support to hold a mental health workshop.

It was decided that, in the new year, teachers from West Heath School should be invited to talk to the Youth Council about how to manage their own mental health as well as to support others and know where to get help.

It was noted that the District Council had offered to co-ordinate specific workshops on this topic to generate ideas which could be worked up for the benefit of all local young people. It was requested that some Youth Councillors commit to attending at least one initial workshop. This to be arranged via email.

11. Further business

It was noted that the Youth Council had been invited to write a piece for the Town Crier magazine to showcase the role of the Youth Council and its current priorities.

12. Dates of Next Meeting:

- Wednesday 18th January 2023
- Wednesday 22nd March 2023

There being no further business the Chairman closed the meeting.

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3A	Youth Council General Income and Expenditure:
	7555/43

		Expenditure £	Income £
Carried Forward from 2021/22:	1,834.60		
2022/23 Budget allocated:	<u>500.00</u>		
Total 01/04/22 starting balance:	<u>2,334.60</u>		£ 2,334.60
Inflatable Dartboard Contribution	26/08/2022	£ 500.00	
House of Commons trip Train Fare	31/10/2022	£ 7.00	
Football Table	31/12/2022	£ 107.50	
		£ 614.50	£2,334.60
Available Funds		£1,720.10	
		£ 1,720.10	

3B Youth Council **Charity** Income and Expenditure:
7555/43

		Expenditure £	Income £
Starting Balance:	01/04/2021		£ -
Budget allocated:	0.00		£0.00
		£ -	£0.00
Available Funds		£ -	
		£ -	

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Sevenoaks Town Council
Sevenoaks Youth Council – 18th January 2023



Manager's Report,

November's figures:

133 young people, 9 were new.
29 SEN, 5 of those were new.

At HiTB, two evenings were detached work at the Fireworks & Christmas Lights Switch on events which affected our numbers but obviously we saw 100's of young people during both of these detached evenings.

December's Figures:

We had 10 regular sessions & we needed to close on 2 occasions because of staff sickness,
We had 2 SEN sessions & we needed to close on 1 occasion due to staff illness.

132 young people & 14 were new
13 SEN young people & 1 was new

We had 2 Christmas parties; one was very well attended but the SEN party wasn't.

We have also received a grant from the Round Table for a new pool/air hockey and table tennis table (Figure 1), as well as a football table that was funded with support from the Youth Council and the Round Table (Figure 2).

Sevenoaks Town Council
Sevenoaks Youth Council – 18th January 2023



Figure 1: Table Tennis, Air Hockey and Pool Table



Figure 2: Football Table

Detailed Income & Expenditure by Phased Budget Heading 30/11/2022

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	Transfer to/from EMR
<u>50 Youth Cafe</u>											
1022 Letting & Hire of Facilities		176	183	7	1,548	1,464	(84)	2,200		0	
1211 Sale of Goods		443	30	(413)	1,522	240	(1,282)	358		0	
1350 Revenue Grant income		975	0	(975)	2,375	0	(2,375)	0		0	
	Youth Cafe :- Income	1,594	213	(1,381)	5,445	1,704	(3,741)	2,558			0
4010 Gross Pay		3,785	2,631	(1,154)	26,028	21,048	(4,980)	31,572		5,544	
4011 Mileage		0	0	0	55	0	(55)	0		(55)	
4270 Employers Pension Contribution		106	105	(1)	534	840	306	1,263		729	
5410 Repairs & General Maintenance		0	72	72	3,010	576	(2,434)	863		(2,147)	
5500 Equipment Hired and New		1,062	0	(1,062)	2,446	0	(2,446)	0		(2,446)	75
6010 Light Heat & Cleaning		0	0	0	78	31	(47)	31		(47)	
6101 Telephone		50	39	(11)	399	312	(87)	470		71	
6200 Printing & Stationery		0	26	26	209	208	(1)	309		100	
6210 Postage & Courier		0	0	0	28	0	(28)	0		(28)	
6240 Computer/ Data Base/WP's		17	34	17	214	272	58	404		190	
6281 Furnishings,Furniture/Eqpt		0	0	0	214	246	32	493		279	
6320 Staff Training		0	0	0	0	206	206	206		206	
6330 Welfare/Hospitality		0	0	0	1	31	30	31		30	
6340 Staff Uniforms		0	0	0	75	52	(23)	103		28	
6460 Publicity & Democratic notices		0	10	10	7	80	73	124		117	
6500 Goods for Resale		246	30	(216)	1,777	240	(1,537)	358		(1,419)	
6505 Cafe consumables		0	0	0	32	0	(32)	0		(32)	
6635 Professional Fees Licensing		0	0	0	423	216	(207)	286		(137)	

Detailed Income & Expenditure by Phased Budget Heading 30/11/2022

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	Transfer to/from EMR
6869 Special Events	0	0	0	2,380	0	(2,380)	0		(2,380)	2,200
6900 Sundry Expenses	17	21	4	211	168	(43)	252		41	
6922 Health&Safety/Risk Assessments	14	0	(14)	931	872	(59)	870		(61)	
Youth Cafe :- Indirect Expenditure	<u>5,296</u>	<u>2,968</u>	<u>(2,328)</u>	<u>39,052</u>	<u>25,398</u>	<u>(13,654)</u>	<u>37,635</u>	<u>0</u>	<u>(1,417)</u>	<u>2,275</u>
Net Income over Expenditure	<u>(3,703)</u>	<u>(2,755)</u>	<u>948</u>	<u>(33,607)</u>	<u>(23,694)</u>	<u>9,913</u>	<u>(35,077)</u>			
8001 plus Transfer from EMR	75			2,275						
Movement to/(from) Gen Reserve	<u>(3,628)</u>			<u>(31,332)</u>						
Grand Totals:- Income	1,594	213	(1,381)	5,445	1,704	(3,741)	2,558			
Expenditure	5,296	2,968	(2,328)	39,052	25,398	(13,654)	37,635	0	(1,417)	
Net Income over Expenditure	<u>(3,703)</u>	<u>(2,755)</u>	<u>948</u>	<u>(33,607)</u>	<u>(23,694)</u>	<u>9,913</u>	<u>(35,077)</u>			
plus Transfer from EMR	75			2,275						
Movement to/(from) Gen Reserve	<u>(3,628)</u>			<u>(31,332)</u>						

Sevenoaks Youth Council - 18th January 2023

Sevenoaks Climate Change Youth Forum**1st December 2022**

On Thursday the 1st of December 2022 Sevenoaks Town Council held the second Climate Change Youth Forum of 2022. These meetings are aimed at trying to encourage secondary schools to talk to one another about the actions their schools are taking to help combat the current climate crisis.

Sevenoaks Town Council	Councillor Dr Marilyn Canet, Chairman of Youth Services Committee
	Linda Larter, Town Clerk
	Ieuan Chandler-Wilson, Youth Committee Clerk
	Jonathan Letendrie, Climate Project Officer
Trinity School	Elliott Boulton
	Daniella McConville
	Holly Downey-Adley
Knole Academy	
	Ben
	Eve
Walthamstow	Mrs Emma Brown
	Amelie
	Maddie
	Facility
	Zoe
West Heath	Mrs Juliette
	Ella

1. Introduction

The forum was opened by Councillor Canet welcoming many familiar faces and a few new ones to the youth forum. It was noted that we had received apologies from schools who were unable to attend. Councillor Canet noted that each of the young people around the table are in a position where they can facilitate change through the use of their words and voices. She also outline that it is great that so many schools are actively trying to work together to bring about change in the world and help to develop a more positive message.

2. Kent County Council's guest speaker

We then heard from our guest speaker Iona Rogulski from Kent County Council (KCC) who unfortunately could not join us in person but had kindly sent a power point with a voice over explaining KCC school travel plans and outlining the different ways these can be helpful to schools. (This will be circulated with the notes of the meeting.) One of the actions that was outline was the potential to create a zebra crossing outside or near to the school to help the young people feel safe when walking to and from school.

Another idea that KCC put forward is the introduction of closing the roads near schools during the peak times to help ease the congestion around the school and help with the levels of pollution. Iona mentioned that so far this had only been trialled at two different schools. However, with this plan there are limitations as to what roads can be closed, for example the roads that are proposed to be

closed must not be an 'A' road or a main road in and out of the town, It must not be a main route for regular public transport or be a road that is the only access for businesses close to the school. Iona also explained that there are free resources for Responsible Parking that is available from KCC and this has a range of items all of which are free for schools to request.

Another resource that is part of the School Travel Plan resources was the creation of Active Travel Maps which once a school have created and had a travel plan approved it would show the different routes that the parents could take or if there are safe car park areas that they could drop off at instead of driving to the front of the school.

It was noted that it would be interesting to know what schools the road closures were trialled on and what the feedback that received from parents, students, and staff was.

One concern that was brought up about idea of the five minute walk drop off zones, where parents could drop off the Young Person and they could walk the rest of the way to ease the congestion outside of schools, was that it could potentially shift the problem from the front of the school to another area further elsewhere. A potential solution to this was to, where possible, suggest safe areas like car parks for drop off points as "Park and Stride" points. The effect of this is to make the area outside of schools safer for those walking and cycling, as well as improving air quality on the road.

3. Sharing School Climate Change Projects

We then heard from each of the schools as to the different types of engagement they had for different activities and any problems they might have faced along the way. It was noted that many of the schools had introduced a meat free day. Many seemed to be held on "Meat-free Mondays", they mentioned that a lot of the feedback from the days that they had done these was that people did not really notice the difference, which is positive as it indicates that the change isn't an issue to most students. It was mentioned by a few of the schools that where they had a catering company it was more difficult to have the freedom to suggest things like meat free days as many have a set menu that they follow across the board. Another suggestion to try and boost the level of engagement and students taking the meat free options was to look at the pricing and to see if it would be possible for the schools to make these options cheaper in comparison to their meat counterparts. Another suggestion to help with these changes was to showcase the different meal plans from athletes to encourage these types of changes.

We then heard that while many of the schools try to promote gardening it is hard to get the interest of students to help out. It was mentioned that some schools were growing their own food and others were planting to help with pollination and the wider natural world. One point that was made is there appears to be a need for education into gardening/horticulture at a Key Stage level.

It was put forward that material such as posters and media posts could be created to help support and promote healthy living. These could be circulated in the Town Crier. Posters containing information on why vegetarian/vegan diets and tackling climate change are beneficial could be used to encourage students to make alternative choices. Students often are aware that certain choices are better than others but some would like information on why they are better. These, alongside events from the House in the Basement like a meat free day could be quite useful to start spreading the message to the wider community. Schools suggested that QR codes for the town criers could be sent to schools instead of physical copies as this might be more accessible to students.

The Forum then moved on to talk about the different ways in which the schools generate power. Many of the schools mentioned that they have integrated solar panels into many of their new buildings but many have noticed that with the current cost of energy, more of their economic resources are spent on heating and electricity, meaning that they have less to spend on solar which has the potential to lower their energy costs.

4. Eco Schools Projects

The Forum heard from Walthamstow Hall about the Eco-schools project and how it was having a larger impact on the school. They have started to add a “Green Award” for younger years where a student who does something that is considered to be environmental friendly such as picking up litter or turning off lights gains a sticker or merit in their planner. They have started to plant more bulbs like Snake Head (*Fritillaria meleagris*) and Hyacinths (*Hyacinthus*) around the school grounds. They run wreath making exercise and make Christmas cards from recycled paper during the lead up to the festive season. They sent a questionnaire around the school asking their students if they like the No Meat Mondays, of the ones that eat meat that were asked over 50% liked the idea.

Arts and craft events that target or use materials that are hard to recycle such as crisp packets which had been done before would be useful for schools and young people to get involved with. Walthamstow Hall also currently has hard to recycle plastic bins, though these cost £70 to replace each time they are full.

Knole Academy then discussed their actions in previous years in recycling crisp packets for use in creating thermal blankets, as well as for recycling ring pulls from cans.

It was also noted that Sevenoaks Town Council would be holding a Climate fair on Saturday the 29th of April as well as introducing ‘Warm Spaces’.

Action Points:

- Students to ask the Schools whether or not they have a School Travel Plan, and to contact Iona at KCC for more information and assistance.
- Schools to potentially look at the Eco-schools resources.
- Students to propose a survey or questionnaire.
- STC to research recycling projects- e.g. Crisp packets.
- STC to invite Sevenoaks District Councils Recycling Office to the next meeting.
- STC to Schedule for meeting dates for 2023.

Youth Climate Forum, Sevenoaks

Iona Rogulski (*Transport Planner*)

Kent County Council

Introduction



I'm Iona, I work within KCC's
Road Safety and Active Travel Group
as a Transport Planner.

My role is to support schools in their efforts to promote and enable Active & Sustainable travel options for families and staff travelling to/from school each day.

Support & Resources



STORING, CREATING
AND MAINTAINING
SCHOOL TRAVEL PLANS



GRANT
FUNDING



SCHOOL
STREETS
SCHEMES



RESPONSIBLE
PARKING
TOOLKIT



ACTIVE TRAVEL
MAPS

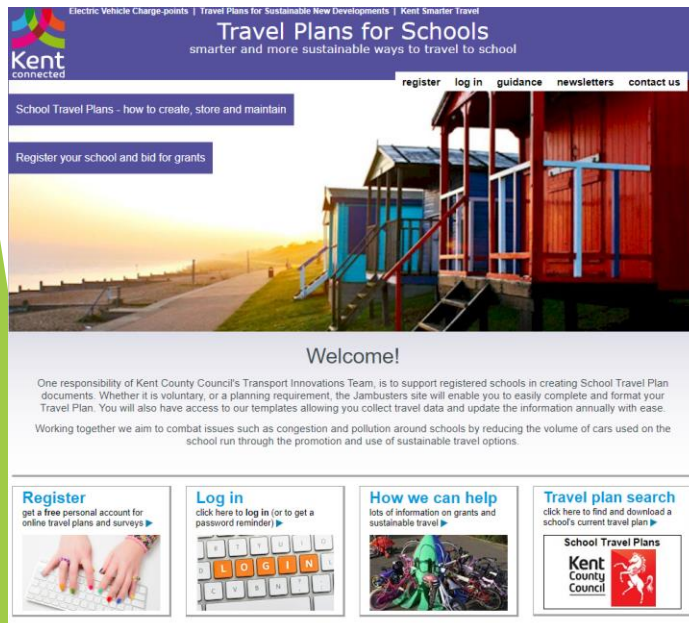


SIGN-POSTING & USEFUL INFORMATION
(ROAD SAFETY EDUCATION, HIGHWAY IMPROVEMENT
SCHEMES, PARKING ENFORCEMENT ETC.)

Jambusters

Online Travel Plan Management System

- ▶ School Travel Plan
- ▶ Annual Reviews
- ▶ Grant Funding Opportunities
- ▶ General Guidance & useful information



Some benefits of having a recent and well-maintained STP include:



- ▶ *Supporting requests for highway improvements (e.g. a zebra crossing or speed reductions)*
- ▶ *Strengthening a Grant Funding application*
- ▶ *Building better community relationships through*
 - ▶ *Efficient responses to community or local resident complaints/queries*
 - ▶ *transparency about the opportunities and challenges for active travel.*
 - ▶ *Outlining the actions a school takes to tackle aspects such as, road safety, considerate parking, and reducing congestion.*

School Streets

School Streets schemes offer a proactive solution for school communities to tackle air pollution, traffic congestion and poor health and safety.

A School Street is a road outside a school that has a temporary restriction to motorised traffic at school drop-off and pick-up times (during term times only).

The restriction applies to drivers who would ordinarily pass or park outside the school gates, but enables access for those travelling “actively”, like scooting, cycling, walking etc.

 The School	 The Street
<ul style="list-style-type: none">• Must have an up to date School Travel Plan in place• Must be able to release staff to set out and oversee the road closure (Note: Kent County Council will facilitate the training requirements for the school staff responsible for this aspect)• Will agree to work collaboratively with Kent County Council to ensure that Road Safety education is provided to support the introduction of the School Streets scheme• Will agree to provide regular monitoring and progress updates regarding the School Streets scheme	<ul style="list-style-type: none">• Must not be on an 'A' road or a main road through a town or village• Will ideally not be on a main route for a regular public transport bus service• Will ideally not be on the main or only access road for businesses based close to the school• Should have the backing, in principle, of the local councillor or MP

School Streets can lead to a safer, cleaner, and healthier environment for everyone.



Responsible Parking

The Responsible Parking website provides useful information and FREE resources to help you raise awareness and support, for example, with tackling potentially dangerous and inconsiderate parking in the vicinity of school entrances.

Resources from the catalogue can be used in a creative and joined-up approach, to encourage school staff, parents, carers, governors and - most importantly - students to work alongside their local civil enforcement officers and local Police Force in a partnership to make a safer, cleaner, healthier environment.

- ▶ Weatherproof banners to attach to railings/fencing
- ▶ Educational/reminder flyers and handouts
- ▶ Hoodies for the pupil groups to wear when patrolling
- ▶ ...And it's all available **Free of charge!**



Active Travel Maps

Once a school has set up their School Travel Plan, they can access further resources such as Active Travel Maps.

We work closely with schools to ensure that their site-specific information is included in the leaflet.

Then schools can choose to highlight aspects such as 5 or 10minute walking distances, signalised crossing points, and Park & Stride locations.

We provide the maps to schools as a pdf which they can then print (to be used as folded, pocket-size maps), or they can share with their school community electronically.



CHALLENGE!

- ▶ Find out if your school has a School Travel Plan...
- ▶ ... and if they don't - or if it's over 3years old (i.e. 2019 or earlier) - then encourage your school staff to get in touch with me to start a new School Travel Plan!

Get in touch

If you'd like to know more about any of the resources mentioned here, or if you'd like support with advocating for any of the aforementioned projects, then please don't hesitate to get in touch with your queries:

iona.rogulski@kent.gov.uk

03000 419 582

Useful Links

Jambusters: www.jambusterstpms.co.uk

School Streets: www.kentconnected.org/school-streets-kent/

Responsible Parking: <https://www.responsibleparking.co.uk/secondary-schools/>

Knole Academy's Climate Change Initiatives

- Renewable energy (Solar panels)
- Water refill stations
- Year 7's given reusable water bottles
- Recycling stations
- Whole school recycling house competitions
- Lights which use a sensor
- Bike racks
- The use of school buses instead of being driven to school
- Having to pay for takeaway pots for lunch
- Use of wooden cutlery with take away food
- Nature group has planned trees on site



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Design a Christmas Light Report:

In September Sevenoaks Town Council held a Competition for Young people aged 11 and younger to create a Christmas light that would later be manufactured and placed in the town. We received around 245 entries from across Sevenoaks.

After the deadline for the competition the Mayor Councillor Rachel Parry and Deputy Mayor Councillor Claire Shea both looked at all of the entries we had received and decided on a winning design.



Figure 1: Light Entry



Figure 2: Merlin Lighting Concept Design

The winning design was a father Christmas Motif (Figure 1) drawn by Ted Evans it was then sent to Merlin Lighting to be made into a Christmas Light (Figure 2), this was unveiled by the Mayor on the 23rd of December with Ted and his family present, Ted was also presented with a certificate by the Mayor (Figure 3). This was later published in the Sevenoaks Chronicle (Figure 4).



Figure 3: Entry Winner Presented With Certificate at the Unveiling of the Christmas Light



Figure 4: Article in Sevenoaks Chronicle