

# MELBOURN PARISH COUNCIL

## **DRAFT** MINUTES

Minutes of the MAYD (Melbourn Area Youth Development) Committee held on Friday, 16 February 2018 at 9.30am in the large upstairs meeting room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ

Present: Cllr Eckers (Chair), County Cllr van de Ven, District Cllr Barrett, Cllrs Cowley, Norman

In attendance: Assistant to the Clerk

MAYD102/16	<p>To receive any apologies for absence</p> <p>Cllr White (Shepreth PC), District Cllrs Barrett and Hart</p>
MAYD103/16	<p>To receive any declarations of pecuniary or non-pecuniary interests and reasons from Councillors on any item on the agenda</p> <p>None received</p>
MAYD104/16	<p>To elect a new Chair to the MAYD Committee</p> <p>Cllr Cowley indicated that he would take the Chair.</p> <p><b>IT WAS PROPOSED TO ELECT CLLR COWLEY AS CHAIR OF THE MAYD COMMITTEE. PROPOSED BY CLLR ECKERS, SECONDED BY CLLR NORMAN. ALL IN FAVOUR. THIS WAS CARRIED.</b></p> <p>Cllr Cowley took the Chair.</p>
MAYD105/16	<p>To approve the Minutes of the meeting held on Wednesday, 25 October 2017 - APPENDIX 1</p> <p><b>IT WAS PROPOSED BY CLLR ECKERS AND SECONDED BY CLLR NORMAN TO ACCEPT THE MINUTES AS DRAWN. COUNTY CLLR VAN DE VEN AND DISTRICT CLLR HALES VOTED IN FAVOUR. CLLR COWLEY ABSTAINED AS HE WAS NOT IN ATTENDANCE. THIS WAS CARRIED</b></p>
MAYD106/16	<p>Report on actions from the meeting on Wednesday, 25 October 2017</p> <p>MAYD97/16 It was noted that no quote had been received from the electrician who attended the Pavilion before Christmas. <b>ACTION: Assistant to the Clerk to request quote from another electrician.</b></p> <p>MAYD97/16 Quote for pool table to be circulated with March Agenda.</p> <p>MAYD97/16 <b>ACTION: Assistant to the Clerk to check if Lisa Steeples has the key to the gate at Littlehands car park (as noted under MAYD97/16)</b></p> <p>MAYD98/16 MAYD accounts circulated under agenda item MAYD108/16</p> <p>MAYD98/16 Details of contributions by participating Parish Councils are contained in the draft SLA attached under MAYD110/16</p>
MAYD107/16	<p>To receive reports from Groundwork for October to December 2017 – APPENDIX 2</p> <p>Groundwork's report was circulated:</p> <p>Noted that an incident had been report to District Cllr Hales who highlighted</p>

	<p>difficulties in making contact with Groundwork when seeking to discuss the incident. Noted that contract with Groundwork should stipulate that future incidents should be reported immediately to the Melbourn Parish Council. Chair noted queries raised in an email received from Groundwork on the morning of the meeting. Noted that these queries had previously been responded to as follows :</p> <ul style="list-style-type: none"> <li>- Lighting and heating : Groundwork had been advised to apply for community grant funding for these items.</li> <li>- There is insufficient storage space for a sofa.</li> <li>- Further information to be provided by Groundwork. <b>ACTION: Assistant to the Clerk to ask Groundwork to put together an advert for circulation giving more information on MAYD and the vacancy they are seeking to fill.</b></li> </ul> <p>County Cllr van de Ven noted that she will follow up with other Parish Councils and MVC to promote community engagement</p>
<b>MAYD108/16</b>	<p><b>To discuss MAYD accounts – APPENDIX 3</b></p> <p>A query was raised re amount of £12,470.40 paid to Groundwork. <b>ACTION: RFO to provide clarification.</b></p> <p>It was noted that the amount of £2,300 charged by Melbourn Parish Council will be reduced pro rata from August 2017 to March 2018 as BeActive had charged up to July 2017. Cllr Norman confirmed that MAYD will automatically be considered under Melbourn Parish Council's community grant funding. County Cllr van de Ven noted that Meldreth Parish Council's contribution is funded by solar farm funding and will look into when the next funding call will take place.</p>
<b>MAYD109/16</b>	<p><b>To discuss and approve Groundwork's proposal for delivery of services from April 2018 for one year (term time only) – APPENDIX 4</b></p> <p>Noted that Groundwork's proposal is for one weekly term time session of 2 hours rather than two of 1.5 hours as currently. Although not stated in Groundwork's proposal, it was discussed that this is likely due to poor attendance of older year groups.</p> <p><b>IT WAS PROPOSED TO ACCEPT GROUNDWORK'S PROPOSAL FOR ONE SESSION PER WEEK (TERM TIME ONLY) FROM APRIL 2018 IN THE SUM OF £12,332 PLUS VAT. PROPOSED BY CLLR ECKERS. SECONDED BY CLLR HALES. ALL IN FAVOUR. THIS WAS CARRIED.</b></p>
<b>MAYD110/16</b>	<p><b>To agree the SLA and contributions from participating Parish Councils – APPENDIX 5</b></p> <p>There was discussion about contributions outstanding from participating Parish Councils as the draft SLA does not accurately reflect contributions due. District Cllr Hales noted that he had previously written requesting contributions. Cllr Eckers noted that Foxton Parish Council had agreed to make a contribution of £800 for 2017/18. Noted that Shepreth PC had recently indicated that they would be sending £450. Discussion around possibility of contributions being fixed based on attendance.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>- <b>Assistant to the Clerk and RFO to calculate number of attendees from each Parish Council and calculate pro-rated contributions based on attendance for 2017/18 financial year.</b></li> <li>- <b>Cllr Norman to feedback to RFO on amendments required to</b></li> </ul>

	<p><b>accounts noted above.</b></p> <ul style="list-style-type: none"> <li>- <b>Assistant to the Clerk to circulate draft SLA to participating Parish Councils for comments before meeting on 21/3/18.</b></li> </ul> <p>[10h34 Cllr Eckers left the meeting]</p> <p>There was discussion around clause 5. Any surplus in MAYD accounts should be used to fund expenditure (such as heaters, furnishings etc). The importance of providing context to participating Parish Councils was noted, particularly when requesting payment of contributions. Also important to highlight the contribution of Melbourn Parish Council, over and above financial contribution.</p> <p><b>ACTION: Assistant to the Clerk to forward letter that was sent to participating Parish Councils to County Cllr van de Ven.</b></p> <p>There was discussion around the importance of involving all participating Parish Councils in future discussions. Contributions for 2017/18 to be based on 2016/17 levels which were for one weekly session (term time). Highlight to other Parish Councils that Melbourn will continue to contribute at the same level as 2017/18. Invitation to be made to participating Parish Councils to attend a meeting to agree the SLA and future strategy – to be arranged after May election.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>- <b>Assistant to the Clerk to write to participating Parish Councils as above and asking for feedback on meeting times that would suit majority.</b></li> <li>- <b>RFO to calculate how much money is currently available and to suggest contributions for 2018/19 to be discussed at the meeting in March 2018.</b></li> </ul>
<b>MAYD111/16</b>	<p><b>To accept notices and matters for future agenda:</b></p> <ul style="list-style-type: none"> <li>a) Suggestions from young people at Youth Club None received</li> <li>b) Suggestions from Councillors County Cllr van de Ven noted that she will report back in future as community link with MVC.</li> <li>c) Suggestions from Members of the Public None received.</li> </ul> <p>Items for next Agenda:</p> <ul style="list-style-type: none"> <li>- Importance of improving communication amongst MAYD Committee and with Groundwork in future.</li> <li>- Suggestion as to invitation to participating Parish Councils for a meeting after May election. Invitation also to be made to young people to come along and talk.</li> <li>- Invitation to representatives of Meldreth Solar Farm Committee to come along for an annual update on MAYD activities.</li> </ul>
	<p><b>Date and time of future meetings:</b></p> <ul style="list-style-type: none"> <li>- 21 March 2018 (9.30am)</li> <li>- 20 June 2018 (9.30am)</li> <li>- 19 September 2018 (9.30am)</li> </ul>

	<b>ACTION: ASSISTANT TO THE CLERK to book room at The Hub.</b>
	The Chair closed the meeting at 11am.

## MELBOURN PARISH COUNCIL

## MINUTES

Minutes of the MAYD (Melbourn Area Youth Development) Committee held on Wednesday, 25 October 2017 at 9.30am in the downstairs meeting room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ

Present: Cllr Hales (Chair), District Cllr Barrett, Cllr Cross, Cllr Eckers, Cllr Norman, County Cllr van de Ven

In attendance: Assistant to the Clerk, Lisa Steeples and Matthew Barnes-Smith

MAYD91/16	To receive any apologies for absence  Cllrs Campbell-Crawford and White (Shepreth PC)	
MAYD92/16	To receive any declarations of pecuniary or non-pecuniary interests and reasons from Councillors on any item on the agenda  There was nothing to report.	
MAYD93/16	To approve the Minutes of the meeting held on Monday, 3 July 2017  Minutes of the previous meeting were presented.  <b>IT WAS PROPOSED BY CLLR ECKERS AND SECONDED BY CLLR CROSS to accept the Minutes as a true record. CLLR NORMAN was not in attendance and abstained. THIS WAS CARRIED</b>	
MAYD94/16	Report on actions from the meeting on Monday, 3 July 2017  MAYD89/16 Assistant to the Clerk reported that she had emailed Groundwork and Parish Councils to invite suggestions – none received.	
MAYD95/16	To approve the Minutes of the Extraordinary Meeting held on Friday, 13 September 2017  County Cllr van de Ven noted that 13 September was in fact a Wednesday not a Friday as indicated on the Minutes and Agenda.  <b>IT WAS PROPOSED by CLLR NORMAN to accept the Minutes as a true record subject to amendment of the date. SECONDED BY CLLR CROSS. ALL in favour. CARRIED</b>	
MAYD96/16	Report on actions from the Extraordinary Meeting held on Friday, 13 September 2017  Query if information was sent to Melbourn Magazine.  <b>ACTION: Check with the Clerk and report back – ASSISTANT TO THE CLERK</b>	
MAYD97/16	To receive reports from Groundwork for June to September 2017 and September to October 2017	

	<p>The Chair introduced Matthew Barnes-Smith to the meeting.</p> <p>Lisa Steeples presented the report for Groundwork for June to September. As expected, numbers down following exams in June.</p> <p>Matthew Barnes-Smith presented the report for September to October. Lots of new year 7s. Noted challenges with young people playing outside. Numbers are almost at maximum for staffing ratios. Older group numbers are very low. Assembly delivered at MVC to attract older students. Will feedback data gathered from assembly. No youth club 31/10 as Halloween. In discussion with Sgt Tim Cleary (motivational speaker) to visit.</p> <p>Discussion as to possible improvements to lighting outside Pavilion and also Little Hands carpark to improve safety for young people when outside.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>- <b>Look into lighting in carpark and Pavilion and see if specification is sufficient for purposes – CLLR HALES</b></li> <li>- <b>Provide a plan showing where additional lighting is required – M BARNES-SMITH</b></li> <li>- <b>Obtain quotes for servicing of pool table and pool table trolley – ASSISTANT TO THE CLERK</b></li> </ul> <p>Lisa Steeples requested that gate from the road to carpark be left unlocked or for a key to be provided.</p> <p>Noted that any expenditure should be identified now so it can be included in Precept budget for 2018.</p> <p>Discussion around increased numbers and possibility of outgrowing the space available in the Pavilion. Possible solutions:</p> <ul style="list-style-type: none"> <li>- Increase number of sessions (consider staff ratios)</li> <li>- Enclose veranda (consider heating)</li> <li>- Consider available space at MVC</li> <li>- Hub (not suitable as commercial space)</li> <li>- ASCH</li> </ul> <p>Noted a need for short term solutions but also strategic plan to cope with growth of the village.</p> <p><b>IT WAS PROPOSED BY DISTRICT CLLR VAN DE VEN to arrange a meeting to discuss strategic vision. SECONDED by District Cllr Barrett. ALL in favour. CARRIED</b></p> <p>Lisa Steeples highlighted danger of young people climbing on storage container. Agreed to carry out H&amp;S inspection after the meeting.</p> <p><b>FURTHER PROPOSED BY DISTRICT CLLR VAN DE VEN to arrange H&amp;S inspection after meeting. SECONDED by District Cllr Barrett. ALL in favour. CARRIED.</b></p>	
MAYD98/16	<p><b>To discuss MAYD accounts</b></p> <p>Up to date accounts were circulated to the meeting showing deduction of the full amount for use of Pavilion. Query as to whether use of the Pavilion is to March or July.</p>	

	<p><b>ACTION: ASSISTANT TO THE CLERK to check.</b></p> <p>Cllr Hales noted that he would prefer MAYD to be billed for actual usage rather than an up-front amount.</p> <p>Discussion around encouraging other Parish Councils to continue to fund MAYD and the challenges faced engaging families. Lisa Steeples noted difficulties of transport for some.</p> <p><b>ACTION: ASSISTANT TO THE CLERK to provide a breakdown of the contribution by each Parish Council.</b></p>	
MAYD99/16	<p><b>To discuss Police and Crime Commissioner request for funding</b></p> <p>Discussion as to volume of work involved in applying for funding and whether MAYD meets the criteria. Application should not be for running youth club but rather a specific project. Agreed to hold in background until such time as a suitable project presents. Meantime, consider Community Chest funding.</p> <p>Lisa Steeples suggested representatives may wish to attend Milton County Park networking event from 4.15 on 7 November 2017.</p> <p><b>ACTION: MATTHEW BARNES-SMITH to provide information to Cllr Hales.</b></p>	
MAYD100/16	<p><b>To discuss making Pavilion more comfortable</b></p> <p>To be discussed at strategic planning meeting.</p>	
MAYD101/16	<p><b>To accept notices and matters for future agenda:</b></p> <p>a) Suggestions from young people at Youth Club b) Suggestions from Councillors c) Suggestions from Members of the Public</p> <p>County Cllr van de Ven suggested an article in the Melbourn Magazine.</p>	
	<p><b>Date and time of future meetings:</b></p> <ul style="list-style-type: none"> <li>- 6 December 2017 (9.30am)</li> <li>- 21 March 2018 (9.30am)</li> <li>- 20 June 2018 (9.30am)</li> <li>- 19 September 2018 (9.30am)</li> </ul> <p><b>ACTION: ASSISTANT TO THE CLERK to book room at The Hub.</b></p>	
	<p>The Chair closed the meeting at 11.40.</p>	



# GROUNDWORK REPORT

## Melbourn

November – December

Matthew Barnes-Smith

## Monthly Overview

### Youth Delivery

Cooking – Pizza baguettes, chicken fajitas, pasta & tomato sauce, fruit smoothies, cookies  
pancakes

Indoor competitions

Outdoor games & gymnastics

Talk 2 Tee – Motivational Workshop

Ramp design and building

Tie dye t-shirts

Christmas card and cracker making

Free time – outside games, pool, arts and crafts, colouring in, football

The younger age group sessions always have a main group activity and cooking theme which have worked really well when the young people choose to participate. We invited a young motivational performer, Talk 2 Tee, to conduct her “It Is Possible” workshop. After a few teething problems setting up the workshop in the space available, we conducted a smaller breakout session with a small group of 5-7 girls who really engaged and enjoyed the time spent with Tee. As a team, we have decided that we’d like to conduct more small workshops in the future with the young people. Alongside the activities there have been positive group and one-on-one conversations about the young people’s thoughts and fears about the school, hobbies and activities participated in during the previous week, worries or anxieties at home and topics such as smoking.

Playing outside games are freely available throughout the session, and the young people also enjoy spending time outside with their friends. However, with the weather getting colder and the nights darker, we have faced issues keeping site of all of the young people that a part of the session because of poor visibility. This was discussed with MAYD at the last session who proposed and upgrade to the perimeter lighting and install heated lamps in the veranda to make use of the space. As a result of this a letter has been sent out to parents over the Christmas period to inform them of the parameters of the youth club and the responsibility of staff should their children spend their time out of those designated areas. Alongside this the letter included an updated behavioural contract with expected behaviour in the club and consequences that will take place should a young person behave in a specific manner.

There has no older age group attendees present at the youth club. Two assemblies have been given at MVC and a 3 week rotation program proposed based on a questionnaire feedback conducted with years 9-11. Matthew has had discussions with John Barnes at MVC regarding enrichments clubs in 2018 and is pressing for a start date. This will target a smaller section of the year 10-11 students who are interested in workshops and project work



## **Volunteers / sessional workers**

The Youth Club is still receiving larger numbers of attendees at the younger age group session, often between 25 and 35. Advertisement for two sessional workers has received few responses but nothing has progressed passed the initial enquiry stage. Staff to young people ratio will continue to be monitored, until a full staff team has been recruited. At present with three members of staff the youth club can have up to 36 young people in attendance.

## **Partnerships and Future work**

Matthew is in regular contact with MVC and has initiated contact with Melbourn Primary school to discuss opportunities about engaging with year 6 students, prior to them being able to attend youth club in September 2018.

## **Outputs**

	Girls	Boys	11-14	15-18
November ( 4 sessions)	42	71	43	0
December (2 sessions)	15	27	34	0

Village	Attendance
Barrington	3
Fowlmere	0
Foxton	2
Melbourn	27
Meldreth	9
Royston	3
Shepreth	0

**MAYD accounts as at 31st January 2018**

£9,167.20	Start of year value
26/04/2017	-£180.00 Expenditure transaction 1593, Use of Pavilion for MAYD Beactive
02/05/2017	£11,000.00 Community Grant Funding, MAYD
24/05/2017	-£135.00 Expenditure transaction 1717, Use of Pavilion for MAYD Beactive
28/06/2017	-£225.00 Expenditure transaction 1786, Use of Pavilion for MAYD Beactive
26/07/2017	-£5,484.00 Expenditure transaction 1751, Youth club session April - July 2017 summer term Groundwork East
26/07/2017	-£180.00 Expenditure transaction 1853, Use of Pavilion for MAYD Beactive
30/08/2017	-£90.00 Expenditure transaction 1886, Hire of pavilion 4/11 July 17 Beactive
27/09/2017	-£12,470.40 Expenditure transaction 1841, 2xYouth Club Sessions Sept to April 2018 Groundwork East
27/09/2017	-£8.00 Expenditure transaction 1951, hire of meeting room for MAYD meeting 13/09/17 Hub
29/11/2017	-£22.50 Expenditure transaction 2021/2, hire of meeting room for MAYD meeting 25/10/17 Hub
29/05/2017	£914.00 From General Reserves, VAT claimed on transaction 1751
27/09/2017	£2,078.40 From General Reserves, VAT claimed on transaction 1841
31/01/2018	-£2,300.00 Charge from Melbourn PC - annual fee for hire of Pavilion 2017/18 (agreed at PC meeting 23/10/17)

<b>£2,064.70</b>	Balance at 31st January 2018
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Future transactions:

450.00 Donation to MAYD from Shepreth PC

Melbourn PC to chase Foxton and Meldreth PC's for contributions



**Youth Provision Melbourn Parish Council**  
**Proposal for one session of youth delivery a week, for one year starting**  
**April 2018 (term-time only)**

Costs currently exclude hall hire.

**Melbourn Youth Delivery Cost**

Staffing including management, reporting, meetings and mileage	£11,876
Session Resources	£456
Total cost	£12,332 Plus VAT at the prevailing rate per year

**Timing**

1 session per week will start in the third week of April 2018 for one year term time only. Sessions will last two hours. Assemblies in the local school will also take place to promote the project on a termly basis.

**Sessions**

Groundwork proposes to deliver:

- 38 x 2 hour evening sessions
- 3 x assemblies in school to advertise the youth club - one per term.

The price also includes:

- Termly programme planning
- Session planning
- Partnership development
- Attending relevant Parish Council meetings
- Written progress reports four times during that period
- Project management fees
- Mileage

**Cost breakdown (costs excluding VAT)**

Management, reporting and meetings	£2,584
<ul style="list-style-type: none"> <li>• Includes set up costs, management of staff for one year, volunteer management</li> <li>• Assemblies: includes delivery of 3 assemblies, one each term and planning time.</li> </ul>	

Evening delivery and session planning time £9,292

- Evening sessions 6-8pm once a week: includes set up and shut down time, session planning time and mileage.

**Sessions Resources**

£456 is based on £12 per session. This would buy the necessary resources on a weekly basis, things like food ingredients for a cooking session. Larger purchases like sport equipment and craft materials have not being included in this quote, but can be on request.

**Staffing**

Groundwork's Child Protection Policy states that the adult to young person ratio is 1:12. The sessions would be delivered by a lead worker and three sessional workers. We would also wish to call upon on a pool of volunteers to actively take part in the delivery of sessions and would work with Melbourn Parish Council to recruit the volunteers. Should a member of staff be ill Groundwork would provide appropriate cover.

**Programme Content**

Groundwork's Youth Club Programmes aim to:

- Deliver high quality support for young people focusing on meeting young people's needs and priorities
- Provide a safe place for young people to go, have something positive to do and have someone to listen too
- Listen to young people so they can influence decisions made at various levels.
- Provide a wide range of personal and social development opportunities.
- Prevent disaffection and social exclusion.

**6<sup>th</sup> February 2018**

**For More information please contact:**

Lisa Steeples

Senior Youth Worker

Groundwork Cambridge and Peterborough

[lisa.steeples@groundwork.org.uk](mailto:lisa.steeples@groundwork.org.uk)

Office: 01707 260129

Mobile: 07702941440

**Service Level Agreement**

Service level agreement between MAYD (Melbourn Area Youth Development) funding partners: Melbourn Parish Council, Meldreth Parish Council, Shepreth Parish Council, and Foxton Parish Council.

**Background**

1. MAYD was established in 2010 at the initiative of the aforementioned Parish Councils. Its aim is to provide youth recreational services for young people aged 11-18 from the parishes of Melbourn, Meldreth, Shepreth, and Foxton. Attendance of the youth club is not exclusive to young people from the group villages, the club is open to all young people.
2. MAYD is a voluntary community organisation resulting from the collaborative approach to the provision of youth recreational services by the member parish councils.

**Financial arrangements**

3. MAYD's activities are financed through an annual grant awarded by each of the parish councils named in this agreement on the following basis:

Table 1

Parish Council	2014/15	2015/16	2016/17	2017/18
Melbourn	£6,400	£7,255	£8,500	
Meldreth	£650	£650	£300	
Shepreth	£450	£450	£500	
Foxton	£300	£300	300	
Fowlmere	£400	£200.0	N/A	N/A

4. Melbourn Parish Council holds a dedicated account to receive and administer these funds.
5. Any funds unspent which have not been utilised for the purpose agreed can be "clawed back" by the contributing parish council, where agreement has not been reached to vary the expenditure or roll over the funds for use in a subsequent financial year.

**Governance arrangements**

6. The activities of MAYD will be overseen by a steering group comprised of parish councillors from the participating parish councils, and District and County Councillors, or a non-councillor but authorised by their designated member representative. The group will be chaired by a Melbourn Parish Councillor as the over arching Council with the fiscal responsibility. The Vice chair can be drawn from the remaining group.
7. The parish clerk for Melbourn will provide the secretariat for this steering group.

MAYD is a unique group of Parish councils that have come together to jointly provide a youth club and youth work service.

8. The steering group will meet monthly/bi-monthly and the minutes disseminated to participating parish councils via Parish Clerk for Melbourn.
9. Complaints regarding any element of this agreement or the service provided through this agreement are to be directed to the steering group via the secretariat.
10. A member parish council, should it choose to withdraw from this agreement, should provide the steering group with three months notice following their decision.
11. Following the departure of a member parish council the remaining members of the steering group will determine the future of the partnership and reframe this agreement accordingly.

### **Safeguarding**

12. In order to ensure the safety of its client group MAYD will be bound by the safeguarding procedures of Melbourn Parish Council, which are
  - appropriate to MAYD's work
  - reviewed annually
  - ensure a rigorous recruitment and selection process is in place for staff and volunteers involved in MAYD activities who work with children and young people, and shall include the checking of criminal records via the Disclosure and Barring Service (DBS) and the taking up references. DPS will be carried out every 3 years.
  - statutory or best practice guidance will be followed on appropriate ratios of staff or volunteers to children or young people
  - child protection and health and safety training or guidance for staff or volunteers will be provided
  - activities will be risk assessed as appropriate
  - appropriate insurance cover will be in place
  - Or it will be ensured that any third party contractor hired to deliver youth recreational services on its behalf complies with these requirements

### **Service Delivery**

13. The minimum level of provision provided for the level of funding agreed and given in Table 1 will be one 2 hour session (held on Tuesday evenings) per week during term time.
14. Any additional service provision must be agreed and separately funded by the parish councils via the MAYD steering group.

### **About current contractor**

15. See appendix 1 for details of current contractor.

MAYD is a unique group of Parish councils that have come together to jointly provide a youth club and youth work service.

Melbourn, Meldreth, Shepreth and Foxton Parish Councils make up this group.  
February 2017

**Melbourn Parish Council** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Councillor Representative**

**Meldreth Parish Council** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Councillor Representative**

**Foxton Parish Council** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Councillor Representative**

**Shepreth Parish Council** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Councillor Representative**

**Melbourn Area Youth Development (MAYD)**  
**C/O Melbourn Parish Council**  
**February 2018**

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February 2017