

MELBOURN PARISH COUNCIL

MINUTES

Minutes of the MAYD (Melbourn Area Youth Development) Committee held on Wednesday, 3 July 2019 at 9.30am at the Pavilion, The Moor, Melbourn, SG8 6ED

Present: Cllr Travis – Chair (Melbourn Parish Council), Cllrs Garner and Gilmore (Meldreth Parish Council), Cllr Lord (Foxton Parish Council)

In attendance: Claire Littlewood (Assistant to the Clerk, Melbourn Parish Council) Matt Barnes Smith and Diana Hedley (Groundwork)

Absent : Cllrs Barnes and Hart

MAYD01/19 To receive nominations and to elect the Chair of MAYD

RESOLVED to nominate Cllr Travis as Chair. **PROPOSED** by Cllr Garner, **SECONDED** by Cllr Gilmore. All in favour – **CARRIED**.

MAYD02/19 To receive nominations and to elect the Vice Chair of MAYD

RESOLVED to nominate Cllr Garner as Vice Chair. **PROPOSED** by Cllr Gilmore, **SECONDED** by Cllr Travis. All in favour – **CARRIED**.

MAYD03/19 To receive any apologies for absence

Apologies were received from Cllr Reeves (Shepreth Parish Council) County Cllr van de Ven and District Cllr Hales

MAYD05/19 To approve the Minutes of the meeting held on Wednesday, 3 April 2019 - APPENDIX 1

IT WAS RESOLVED to accept the Minutes as written. **PROPOSED** by Cllr Gilmore, **SECONDED** by Cllr Garner. All in favour - **CARRIED**.

MAYD06/19 Report on actions from the meeting on Wednesday, 3 April 2019

MAYD52/18 – RFO has included planned expenditure on accounts

MAYD53/19 – Cllr Lord reported back on a meeting with County Cllr van de Ven, District Cllr Hart and Wayne Talbot to discuss projects and possible grant funding - Ongoing

MAYD54/18 – Banner purchased

MAYD55/18 – Details of grant funding sent to Groundwork.

MAYD56/18 – Details of food premises approval sent to Groundwork

MAYD57/18 – Details of local magazines sent to Groundwork. MBC reported contact made. Only one suitable – others may charge.

MAYD60/18 – Ongoing

[09:40 Cllr Lord arrived with apologies for being late]

Signed:.....

Dated:

MAYD04/18 To receive any declarations of pecuniary or non-pecuniary interests and reasons from Councillors on any item on the agenda

Chair varied the order of the Agenda to accommodate Cllr Lord.

Cllr Lord noted that she was now employed by South Cambridgeshire District Council – there is no pecuniary interest.

MAYD07/19 To receive reports from Groundwork for April to June 2019 – APPENDIX 2

Matthew Barnes Smith presented the report. Split sessions popular with younger age group although numbers are slightly down – probably seasonal. Expecting increase in number with new Yr 7s in September. Noted that youth club clashes with girls' Melbourn Dynamo's football training. Suggested that contact be made with MVC and Melbourn Dynamo's to try and avoid clashes with other activities. Update on concerns over recent behaviour. Groundwork suggested expanding small group focused activities that they are currently doing. First session – open access, second session – focus on small groups to address particular behaviours and establish good communication.

ACTIONS:

- Assistant to Clerk to identify best contact for MVC and Melbourn Dynamos and pass details to Matthew Barnes Smith. Matthew Barnes Smith and County Cllr van de Ven to discuss options for making contact with MVC Headteacher.
- Assistant to Clerk to collate list of other services available to offer support to families in the area to facilitate communication links when these needs arise.

There was discussion as to Groundwork delivering assemblies to Yr 6 in local primary schools before the end of term.

- Matthew Barnes Smith to provide printed leaflets to Cllr Lord for local primary schools (yr 6)
- Groundwork to submit proposal for additional primary school visits.

RESOLVED to request that Groundwork submit a proposal for additional work to carry out visits to primary schools. PROPOSED Cllr Lord, SECONDED Cllr Gilmore. All in favour – CARRIED.

MAYD08/19 To receive MAYD accounts – APPENDIX 3

The accounts were **received**.

MAYD09/19 To receive an update on the approach to Royston Town Council

Letter was sent and further information supplied. No decision received to date.

MAYD10/19 To receive updates from Groundwork

- (a) Tesco grant application
Groundwork reported that Tesco Bags of Help has been suspended.

ACTION: Assistant to Clerk to check if Groundwork meet criteria. If so,

Signed:.....

Dated:

provide details of October round of MPC community grant funding

- (b) Fairshare application
Groundwork reported that the application is complete.

MAYD11/19 To consider future meeting dates and times

Suggested dates (9.30am at the Pavilion):

2 October 2019
8 January 2020
8 April 2020

MAYD12/19 To accept notices and matters for future agenda:

- a) Suggestions from young people at Youth Club
Nothing to report
- b) Suggestions from Councillors
 - Suggested that an item be included for discussion about attending other events in local villages throughout the year to promote youth club
- c) Suggestions from Members of the Public
Nothing to report

The Chair closed the meeting at 11:18

Signed:.....
Dated:

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Present: Cllr Travis (Melbourn Parish Council), Cllr Gilmore (Meldreth Parish Council), Cllr Lord (Foxton Parish Council), County Cllr van de Ven, District Cllr Hales

In attendance: Claire Littlewood (Assistant to the Clerk, Melbourn Parish Council) Matt Barnes Smith and Lisa Steeples (Groundwork)

MAYD45/18 To receive nominations and to elect the Chair of MAYD

IT WAS PROPOSED Cllr Travis as Chair. PROPOSED by District Cllr Hales, SECONDED by County Cllr van de Ven. All in favour – CARRIED.

MAYD46/18 To receive nominations and to elect the Vice Chair of MAYD
County Cllr van de Ven proposed Cllr Gilmore as Vice Chair. Cllr Gilmore declined. This item was deferred to the next meeting.

MAYD47/18 To receive any apologies for absence

Apologies were received from Cllr Barnes (Melbourn) and Cllr Garner (Meldreth)

MAYD48/18 To receive any declarations of pecuniary or non-pecuniary interests and reasons from Councillors on any item on the agenda

None received

MAYD49/18 To approve the Minutes of the meeting held on Wednesday, 9 January 2019 - APPENDIX 1

IT WAS PROPOSED to accept the Minutes. PROPOSED by District Cllr Hales, SECONDED by District Cllr van de Ven. All in favour - CARRIED.

MAYD50/18 Report on actions from the meeting on Wednesday, 9 January 2019

MAYD41/18:

- Article submitted and published in recent edition of Melbourn Magazine
- Posters displayed on MPC social media and notice board

MAYD42/18 – discussed at MAYD54/18

MAYD43/18 – Assistant to Clerk noted that evening meetings were difficult to arrange but will continue to try to accommodate members unable to attend during the day possibly at July meeting– discussed further at MAYD60/18.

MAYD51/18 To receive reports from Groundwork for January to March 2019 – APPENDIX 2

Groundwork presented their report. Noted that Chums had held a workshop on mental health. Discussion as to this being something that could be explored

Signed:.....

Dated:

further through Practical Solutions Group. **ACTION: County Cllr van de Ven to follow up.**

Back to back sessions will start after Easter – 6 to 7.30 for yrs 7&8 / 7.30 to 9 for yr 9+. Assembly has been held at MVC to let young people know of the change. Groundwork were complimented on a very professional report.

MAYD52/18 To receive MAYD accounts – APPENDIX 3

Noted that Meldreth Parish Council's contribution for 2018/19 has been received. Request made that the accounts format be investigated to show planned expenditure.

ACTION: Assistant to Clerk to follow up with RFO.

MAYD58/18 To consider approaching non-contributing Councils

Increased numbers of young people from Royston was noted. It was suggested that Royston Town Council be approached to discuss a financial contribution towards youth club.

ACTION: County Cllr van de Ven to draft a communication to make a first approach.

MAYD53/18 To discuss young people's involvement with Parish Councils

Discussion as to engaging with young people to understand what they want from youth club but also to develop their understanding of how Parish Council's work and more widely to try to get them involved in the process.

ACTIONS:

- Cllr Lord to distil thoughts and provide to County Cllr van de Ven further discussion.
- County Cllr van de Ven to discuss with MVC citizenship students and District Cllr Hart with regard to SCDC Youth Council.

MAYD54/18 To approve the design and purchase of an advertising banner for youth club

IT WAS PROPOSED to purchase the banner shown as Option 1 on the quote from Unlimited Logos. PROPOSED by District Cllr Hales, SECONDED by Cllr Travis. All in favour – CARRIED.

MAYD55/18 To receive an update from Groundwork on Tesco grant application

Application for Tesco Bags of Help funding submitted – awaiting outcome. Suggested that Groundwork also seek alternative sources of funding, such as SCDC Community Chest, Melbourn Parish Council Community Fund and Meldreth Futures.

ACTION: Assistant to Clerk to provide further information sources of Grant funding to Groundwork.

[10:35 County Cllr van de Ven left the meeting.]

Signed:.....

Dated:

MAYD56/18 To receive an update from Groundwork on Fairshare application

Application for food premises approval made in February 2019 – awaiting a response.

ACTION: Assistant to Clerk to provide details of the application to Groundwork.

MAYD57/18 To consider options for publicity to raise the profile of youth club

Noted that there are a number of regular local publications to approach with a view to raising the profile of youth club.

ACTIONS:

- **Assistant to Clerk to provide details of publications and copy deadlines to Groundwork.**
- **Matthew Barnes Smith to provide a generic poster for publication and update Facebook with weekly youth club reminder.**

[10:50 Cllr Lord left the meeting.]

MAYD59/18 To consider additional sessions and/or arranging a trip in school holidays

Groundwork reported poor uptake for holiday sessions in the past. Discussions as to trips and associated cost and organisation.

ACTION: Matthew Barnes Smith to discuss with young people to seek views on trips they would like.

MAYD60/18 To consider future meeting dates and times

Next meeting arranged for 3 July 2019 time and venue TBC

ACTION Assistant to Clerk to try and arrange evening meeting for July

MAYD61/18 To accept notices and matters for future agenda:

- a) Suggestions from young people at Youth Club
Nothing to report
- b) Suggestions from Councillors
 - Nothing to report
- c) Suggestions from Members of the Public
Nothing to report

The Chair closed the meeting at 11:03

Signed:.....

Dated:

Melbourn

April – June 2019

Matthew Barnes-Smith

Monthly Overview

Youth Delivery

Cooking – Toasties, pizzas, smoothies, pasta, cookies, French toast
Indoor competitions & challenges, outdoor sports, games & gymnastics
Creative graffiti, self esteem, confidence, goals & dreams activities, poster competitions.
Free time – outside games, pool, arts and crafts, football.

Overview

This report coincides with the change in Youth Club session structure, returning after the Easter break to two back to back sessions. The first session (6-7:30pm) is for year 7 & 8s and second session (7:30-9pm) for year 9+. The Youth Club is now available for three hours instead of two.

Original feedback from the young year 7's was that the older group made the environment a little intimidating at times, and the older attendees felt the sessions weren't mature enough for them. The youth team spoke with both groups and received positive responses on the proposed change however numbers have reduced slightly with some young people saying they preferred having two hours rather than one and a half each.

The later evenings have made sessions easier to manage with many of the young people enjoying being outside, with sport focused activities a key feature of the youth clubs delivery. Each session also has had a particular theme / focus that the young people can choose to engage and participate in indoors. Free time, games and cooking activities are always present.

Whilst numbers have been lower in some sessions, and behavior generally manageable, the Youth Team have had to deal with a number of instances where the behavior and respect shown to the staff and youth club building was massively below that deemed acceptable. Because of this, the Youth Team have implemented fully structured sessions indoors, where the young people can only enter if they are engaging in targeted small group activities and cooking, with the rest of the young people staying outdoors. The Youth Team feel more targeted work should be provided and would like to discuss this further with the MAYD committee.

Young people can make positive choices

The groups continue to choose to help cook and clean up after themselves, as well as serving other young people food. The team continues to have open dialogue about future activities and projects that the young people would like to engage with during the sessions, which are then implemented within the programme plan.

A number of young people have returned to the Youth Club after a period of not attending, saying that they were spending a lot of time walking to and from the Royston area, but would prefer to be at the Youth Club. The Youth Team believe that is a change in some of the dynamics and relationships between groups of the young people, leading some to not want to come along. It is positive that these young people have returned recently.

Young people are confident

There is a core group of the younger year 7's who attend regularly and have made the most of the space now provided for them in the first session. They engage well with cooking activities and their confidence in expressing their own thoughts during group work have improved.

Young people are able to communicate

Some of the older age group are now beginning to come less often. When talking to them they have said this is due to the small space of the youth club and lack of comfortable seating. The Youth Club has made an application to Tesco Bags of Help Scheme for funding for a storage container, seating and other resources.

Young people are healthy and kept safe from harm

The Youth Team feel targeted sessions should be put in place at the Youth Club. We have observed a number of the young people showing signs of behavior that would benefit from work in smaller groups and topic focused such as relationships, discrimination, drugs & alcohol, creative expression, mental health etc. The Youth Team would like to discuss this further with the MAYD committee.

Volunteers / sessional workers

A previously employed sessional worker has returned to the Youth Club, and we have a volunteer who attends and engages well with the young people.

Partnerships and Future work

The Youth Team feel targeted sessions should be put in place at the Youth Club. We have observed a number of the young people showing signs of behavior that would benefit from work in smaller groups and topic focused such as relationships, discrimination, drugs & alcohol, creative expression, mental health etc. The Youth Team would like to discuss this further with the MAYD committee.

Outputs

April (3 sessions)

	Young people	Sessions
Barrington	1	3
Cambridge	1	1
Foxton	1	1
Melbourn	18	38
Royston	5	8
TOTAL	26	51

May
(3 session)

	Young people	Sessions
Barrington	1	2
Fowlmere	1	2
Melbourn	11	26
Royston	3	4
TOTAL	16	34

June
(4 sessions)

	Young people	Sessions
Barrington	1	3
Fowlmere	1	2
Melbourn	17	31
Meldreth	2	2
Royston	5	5
TOTAL	26	43

MAYD accounts at 30th June 2019

01/04/2019	£5,657.97	Balance b/fwd at 1st April 2019
22/04/2019	£12,000.00	Melbourn Parish Council - Community Grant Award 2019/20

£17,657.97	Balance at 30th June 2019
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Planned expenditure 2019/20:

13,314	Groundwork cost for Youth Club delivery (2 sessions p/w) Apr 2019-Mar 2020
1,500	Materials for session delivery (£912 per proposal but additional resources anticipated)
2,300	Pavilion hire charge for Youth Club sessions
<hr/> 17,114	