



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH AND COMMUNITY CENTRE (YCC) COMMITTEE HELD REMOTELY AT 7:30pm ON MONDAY 6th JULY 2020

Present: Phil Adams, Karen Bartlett, Paul Blatchford, Paul Harding, Nick Manley (Chairman) and Maggie McCarthy (Vice Chairman).

In attendance: Liz Shayler (Clerk) & 2 members of the public

14/20 To receive apologies for absence: (agenda Item 1)

No apologies were received

15/20 To elect a Chairman of the Youth & Community Centre Committee for 2020/21 (agenda Item 2)

Resolved – That Cllr Manley be elected as Chairman of the Youth & Community Centre Committee for 2020/21.

The resolution was correctly proposed and seconded (unanimous)

16/20 To elect a Vice Chairman of the Youth & Community Centre Committee for 2020/21 (agenda Item 3)

Resolved – That Cllr McCarthy be elected as Vice Chairman of the Youth & Community Centre Committee for 2020/21

The resolution was correctly proposed and seconded (unanimous)

17/20 To receive members' declarations of interest on any agenda item (agenda Item 4).

There were no declarations of interest received.

18/20 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 3rd February 2020 (agenda Item 5)

Resolved: To approve, as a correct record, the minutes of the YCC Committee minutes from the 3rd February 2020.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meeting will be signed by the Chairman as a correct record.

19/20 To note the report from YMCA Dulverton on the current Youth Club provision (agenda item 6)

The report was noted

20/20 To complete the YMCA Dulverton bimonthly appraisal process (agenda item 7)

Resolved: The bimonthly appraisal process was completed resulting in a satisfactory outcome (see attached sheets).

The resolution was correctly proposed and seconded (unanimous)

21/20 To agree any associated costs with Youth Club opening over the Summer Holidays (agenda Item 8)

It was felt that given that the Youth Club have not met since the middle of March due to Covid-19 that any sessions over the Summer Holidays would be met by the underspend from the last four months.

22/20 To receive the Clerk's report/exchange of information (agenda item 9)

i) Ditches on site

North Somerset were now suggesting that culverting would be possible. The Clerk is just waiting to see if this will be via land drainage consent or whether planning permission will be required.

ii) Trees on site

The Clerk reported that she would meeting North Somerset's Tree Officer later in the week to talk about the trees on site.

iii) Works to the Scout Hut

Brian Peat from the 1st Banwell Scouts Executive Committee updated the meeting that the build was nearly complete, and they were just waiting for the external render and internal hall floor to be finished. The Scouts have also applied for a grant from National Grid for the outside landscaping to include culverting the adjacent ditch. If the funding is agreed, then a plan will be presented to the Committee / Parish Council. Concern was raised about the aggregate currently at the back of the Scout Hut.

iv) Banwell School

Cllr Blatchford suggested that given the social distancing that might be required at the school from September whether there was anything that the Parish Council could do to support them. The Clerk was asked to speak to the school and bring any suggestions back to the committee.

23/20 To discuss and agree a way forward in relation to reopening the Youth & Community Centre (agenda Item 10)

i) Timescales for reopening

The Committee were informed that the only group wishing to meet before September was Kickboxing. However, a request for moving the food bank from the School to the Youth & Community Centre had been received due to the School closing for the Summer Holidays.

Resolved: To keep the Youth & Community Centre closed until September but to allow the use of the top office to store and sort food parcels.

The resolution was correctly proposed and seconded (unanimous)

ii) Expenditure in relation to reopening

The Clerk had completed a risk assessment and ordered signage, hand sanitiser and dispensers totalling £300. Given that the building would not be used by groups until September then any additional measures were thought to be unnecessary at the present time. However, this will be reviewed at the next meeting in August.

24/20 To discuss and agree any expenditure in relation to setting up a 'Zoom Booth' (agenda Item 11)

The Clerk informed the Council that a 'Zoom Booth' was to enable people who have no internet access to access the internet for meeting with various outside agencies e.g. Citizens Advice or North Somerset.

Resolved: The Clerk to investigate and purchase the necessary equipment to set up a 'Zoom Booth' with an aim for it to be operational from September.

The resolution was correctly proposed and seconded (unanimous)

25/20 To discuss and agree any expenditure for the outside car parking area at the Youth & Community Centre (agenda Item 12)

i) The cost of land drainage / planning permission consent

Resolved: To authorise the Clerk to apply for, where necessary, land drainage consent / planning permission for culverting of the ditch adjacent to the Scout Hut.

The resolution was correctly proposed and seconded (unanimous)

ii) Metal Storage Container and associated groundworks

Resolved: To agree to the purchase of a 10ft metal container from Metals Containers Direct with an ordinary door (S5) for £1795 and the associated groundworks by JK gardening for £575.

The resolution was correctly proposed and seconded (unanimous)

26/20 To discuss and agree any expenditure for the current needs of the YCC (agenda Item 13)

i) Redecoration of the outside of the YCC

The Clerk informed the Committee that three contractors had been approached but only two had quoted for the work. The work include repairing, cleaning and painting the fascia, soffits and the outside of the YCC with at least 2 coats of paint for the wall.

Resolved: That Steve Sherwood Property Renovation be hired to redecorate the outside of the YCC to also include stabilising were necessary and the application of fungicide. Cllr Harding to remove the grills before painting

The resolution was correctly proposed and seconded (unanimous)

ii) The installation of 1 or 2 loft ladders as a storage solution

The Clerk informed the Committee that a loft ladder can only added to the hatch in the upper office due to the differing heights of the ceiling.

Resolved: To approve the purchase and fitting of a loft ladder with rail and additional widening of the hatch for £1168 by Steven Sherwood Property Renovation.

The resolution was correctly proposed and seconded (unanimous)

iii) £240 for the purchase of a table trolley for the Main Hall

Resolved: To approve the purchase of a table trolley for £240 to be used in the Main Hall

The resolution was correctly proposed and seconded (unanimous)

iv) Redecoration of the inside of the YCC

The Clerk informed the Council that due to time constraints that only one quote had been received. Given the projected cost two more quotes would be required. It was felt by the Committee that with the need for new doors, lighting and the possibility of insulating the walls that this be deferred until all works had been completed on the inside of the building.

27/20 To review the Cleaners probation and extend the contract for up to the following three years on a rolling annual contract (agenda Item 14).

Resolved: Given the excellent service received to date, to approve the extension of the cleaning contract for the following three years.

The resolution was correctly proposed and seconded (unanimous)

28/20 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 15)

The Youth & Community Centre and Youth Club budgets were both noted.

29/20 Date of Next Meeting (agenda item 16)

20th July 2020, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>

YCC Committee Meeting 3rd August 2020 7:30pm remotely <https://us02web.zoom.us/j/86909958879>

The meeting closed at 20:40

Chairman.....

Date.....

DRAFT

YMCA – BIMONTHLY REVIEW OF PERFORMANCE

Period under review January 28th to the 6th July 2020

1. Are all contracted sessions being held? Yes / No / **NA**
Comments see YMCA report
2. Are the numbers attending increasing? Yes / No / **NA**
Comments – Covid-19
3. Is a comprehensive range of activities being organized? Yes / No / **NA**
Comments – Covid-19
4. Are YMCA demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No
Comments see YMCA report
5. YMCA arranging activities outside of the village? Yes / No / **NA**
Comments – Covid-19
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / No / **NA**
Comments – Covid-19
7. Is any feedback from users/parents positive? Yes / No / **NA**
Comments – Covid-19
8. Have any complaints been received about the service? Yes / **No**
Comments...
9. Have there been any behavioural issues at the Youth Club including damage? Yes / No / **NA**
Comment – Covid-19
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**
Comments – Covid-19
11. Any other comments
 - Invoices presented to Council as requested.
 - Young people asked about Nintendo switch and were not fussed.
 - New TV purchased
 - New Sound system in place
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
 - In September to visit Banwell School to speak to the Year 6's about Youth Club
 - Look at where the section 106 contribution from Bellway homes can be spent on third party delivery of taster sessions.
 - Invoices presented to Council by the 2nd Monday of the month for payment at the following PC meeting.
14. Action points for Youth Club Management Committee.
 - None at the present time

Banwell YMCA Youth Group Update

The Youth & Community team continue to offer support to both Young people and the Community, below is an update on how we are providing that support.

Social Media

The Banwell youth club Facebook page has failed to attract any new members. This isn't a surprise as we have learnt that many young people do not have facebook accounts, instead they use Instagram.

The YMCA youth and community team do have social media pages (both facebook & Instagram) for all young members of existing youth satellites which many of the Banwell members have joined. They are able to take part in wide array of different daily activities posted by their youth group leaders. Also to provide a safe and monitored platform for members of youth groups to communicate with youth leaders if need be. We also continue to share content on the Banwell page for those that choose to use this page.

We have a total of 52 followers and 45 likes on our Facebook page (YMCA Weston-super- Mare Youth Clubs. On Instagram, we have over 134 members following our page (ymcawestonsupermare). All of our activities have been seen over 670 times on Instagram and over 600 times on Facebook. We also have had over 131 people engaged in posts on Facebook and over 200 people visit our Instagram a week.

We continue to use these platforms to offer information, advice and guidance to all young people as well as activities and challenges they can do themselves or with family members and we have continued to talk to several young people through these messaging platforms.

Staying connected

We have currently holding weekly virtual meetings for Banwell youth group members. This is conducted through Zoom with two youth leaders running the session.

Due to the unfamiliar time we are currently experiencing, we have regularly reviewing all our policies and procedures for working online to keep both young people and staff to stay safe, whilst using both Zoom and Social media.

The Zoom sessions include a chance for checking in from youth leaders and catch ups between young people. We also provide activities to do virtually all together, and is completely youth led. The sessions run in the evenings on the same day as their usual youth club meetings would have. Young people get a chance to talk through any thoughts or concerns they may have. Only recently, Young people have discussed how they have worries about returning to school because they have been in their own home support bubble for so long. Youth workers helped the young people to address any anxiety and ways to help them feel more confident for when that time comes.

Community impact

We continue to liaise with Avon and Somerset Police as they are keen to work with youth organisations to encourage and educate young people. This is a situation they are continuing to monitor and we and other organisations are ready to work in partnership, should there be a need in the communities where we have built positive relationships with young people.

We have continued to deliver lunches to families with young children who do not qualify for free school meals. This is a non- judgemental service that also covers the Banwell area so if you know of any families struggling, please let me know.

Weekly checking in

We continue to try and connect with Banwell young members through our social media platforms and encourage them to take part in our different activities. We have provided Zoom sessions every

week, even throughout the holiday periods as we felt Young people needed the continuity of someone to talk too. We will look at different forms of getting activities to young members who do not have Facebook or Instagram. As a large number of our young people do not have social media.

Summary

We are doing weekly checking in's with as many members of our satellites as we can reach. We will continue to grow our social media presence to reach more of the members of Banwell youth group who have these formats. For the young members who don't we will continue to find the best method with getting our content to them? Many parents of Banwell youth club have welcomed us continuing to provide support for their young people. Some parents have also followed our Facebook page to see our content that we are providing and to show their children.

Most members of Banwell youth group are now aware that the youth community team is still contactable and are here to support them and we will continue to provide a service for Banwell youth group. Our next step is to continue to grow our virtual youth club sessions to get as many young people involved. We will also continue to monitor the social distancing guidelines around social gatherings in order to begin the process of looking at small outdoor group meetings for Banwell Youth club members.

DRAFT

Agenda item 4

Currently there is a £1000 which is sitting in the YCC budget for Youth Club computers. This was agreed in 2018 and has been carried across each subsequent budget. The young people raised some of the money themselves doing fundraising activities.

It makes sense that this money is used to purchase the computers. I have spoken to YMCA and gave them options of;

- 5 lower spec laptops which can be used only for limited applications / internet browsing etc.
- 2/3 higher spec computers which would be used for a wider set of applications (photograph editing / music editing / gaming etc..)

Alli (YMCA Dulverton) felt that the 2/3 higher spec computers will give more versatility for the Youth Club users and could be used for all sorts of homework if required. I also spoke to one of Youth Club who felt the same.

Agenda item 5 – Clerks report

(i) Works to the YCC –

All internal & external works have been completed by Steven Sherwood. Additionally, he replaced the manhole cover, repaired the gutters and added a hook to hold the door open in the porch. The replacement roof is due to be started the week beginning 7th Sept.



(iii) Current planning application

Delays to this due to extra information required including to scale elevations existing & proposed to show the impact that the doors will have on the building and more detail about the metal container.

(iv) Groups coming back to the YCC

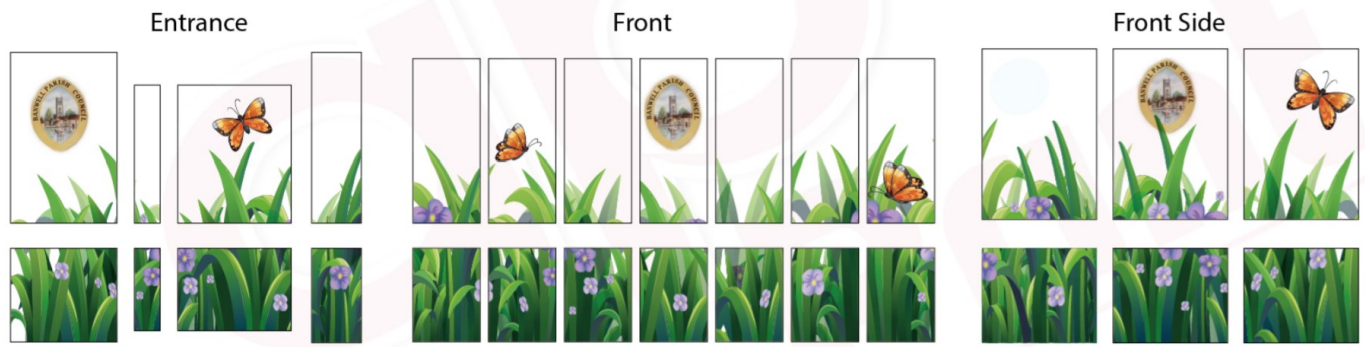
Currently nobody has confirmed that they are returning except for the Scouts & Explorers who have requested the use of the field, flood light and toilets. Kickboxing are currently meeting outside. A risk assessment has been requested those wishing to use the facilities and their public liability is kept on record.

(v) YCC Wildlife

It seems we might have a visitor to the fenced off area at the back of the YCC.



Window wrap ideas



with views of Banwell



The more the depth of colour the more expensive.

Agenda item 9 – YCC awning

A new Remote would be £160.00 this includes attending site to programme the Awning.

To carry out a Service and Clean the cost would be £350.00 upwards, they are unable to offer any guarantee for this service as it does not look like the awning has been maintained. They would report any findings should any other issues come to light once operated and checked.

From the photos they think it looks as though the cover may require being replaced as it looks in very poor condition.

To recover the awning it would be in the region of £1,200.00 - £1,500.00 (as a guide cost as the awning would need measuring)

Banwell Parish Council
Summary of Receipts and Payments

1 September 2020 (2020-2021)

Cost Centre 22

Youth & Community Centre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
701	YCC upgrade				18,000.00	6,914.56	11,085	11,085
702	YCC repairs & maintenance				3,000.00	481.00	2,519	2,519
703	YCC CCTV				2,000.00		2,000	2,000
704	YCC Electricity				1,000.00	409.83	590	590
705	YCC Gas				1,500.00	409.36	1,091	1,091
706	YCC water				650.00	39.54	610	610
707	YCC waste				650.00	264.08	386	386
708	YCC cleaning & supplies				2,500.00	1,154.78	1,345	1,345
709	Office Equipment inc Website				3,000.00		3,000	3,000
710	YCC phone & wifi				600.00	306.96	293	293
711	YCC Grass cutting				850.00	354.40	496	496
712	YCC hedge, fence & tree work				280.00		280	280
713	YCC grants & donations	1,300.00		-1,300				-1,300
714	YCC income		1,244.00	1,244	1,300.00		1,300	2,544
SUB TOTAL		1,300.00	1,244.00	-56	35,330.00	10,334.51	24,995	24,939

Summary

NET TOTAL	1,300.00	1,244.00	-56	35,330.00	10,334.51	24,995	24,939
V.A.T.		0.00			1,190.56		
GROSS TOTAL		1,244.00			11,525.07		

Banwell Parish Council
Summary of Receipts and Payments

1 September 2020 (2020-2021)

Cost Centre 18

Youth Club

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
801	YC sessions				10,000.00	480.00	9,520	9,520
802	YC budget				500.00		500	500
803	YC extraordinary activities				1,000.00		1,000	1,000
804	YC Computers							
805	YC subscriptions	400.00		-400				-400
SUB TOTAL		400.00		-400	11,500.00	480.00	11,020	10,620

Summary

NET TOTAL	400.00	0.00	-400	11,500.00	480.00	11,020	10,620
V.A.T.		0.00			0.00		
GROSS TOTAL		0.00			480.00		