

WESTERHAM TOWN COUNCIL Youth and Community Committee

Minutes of the Meeting held on Monday 29th September 2021
at 7 pm in Russell House, Market Square, Westerham

Present: Councillors: Mr E Boyle (EB) – Chairman
 Mrs D Coen (DC)
 Mrs J Davies (JD)
 Mr B Holt (BH)
 Dr J Lord (JL)

Town Clerk: Mrs A Howells (AH)
 Mrs C Vincent – National Trust, Senior Volunteer and
 Community Officer

Item		Action
1.	<u>Apologies for Absence</u> None	
2.	<u>Declarations of Interest not previously declared</u> None	
3.	<u>Minutes of the Meeting on 28th June 2021</u> Had been approved at the Council meeting on 26 th July.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> 9 Recoup – Nothing had been heard from this organisation since Cllrs Coen, Holt and the Clerk attended a zoom seminar. The Clerk to chase.	AH
5. 5(1) 5(2 &3)	<u>Youth Projects</u> <u>Anti-Social behaviour</u> The Clerk reported there were only minor littering issues. <u>Youth Bus and Free Food Friday</u> The Youth Bus commenced at the layby in London Road on Friday 24 th September. The Youth van had been coming to Westerham for a couple of weeks based at KGF. Cllr Coen and the Clerk attended for a Free Food Friday session at the bus location. The inside of the bus looked amazing and the young people who turned up seemed to like it, particularly the gaming! Despite no advertising we had nine young people between the ages of 3 –	

	<p>15 turn up and enjoy what was on offer, and they stayed around for most of the session. The free food went down very well and we were asked to provide food at each visit. Following discussion it was agreed to run a Free Food Friday again on 1st October, Cllrs Coen and Holt to attend. Playplace would then be asked to provide food on the bus each week and WTC would run special Free Food Fridays either monthly or bi-monthly with a more extensive menu i.e. pizza.</p> <p>The Clerk had advertised the Tuesday and Friday sessions on social media with a poster provided by Playplace, this had been circulated. The Sports Association to be informed and posters put up around Westerham.</p>	DC/BH
5(4)	<p><u>Commissioned Youth Work</u></p> <p>A report from West Kent had been circulated regarding the detached youth sessions which had continued in the summer months at KGF. They had seen an increased number of young people who were on the younger end of their spectrum, years 6 and 7.</p> <p>The Clerk to send the poster regarding WTC Youth sessions to the Youth Commissioning Team.</p>	AH
5(5)	<p><u>Boxing sessions</u></p> <p>The Boxing Sessions had recommenced at the beginning of September and 14 young people attended last week. Interest in these sessions was increasing.</p>	AH
5(6)	<p><u>Youth Mentoring</u></p> <p>Cllr Coen stated that she felt this had runs its course for the time being and could be picked up at a later date, this was agreed.</p>	
5(7)	<p><u>Laptop for school's project</u></p> <p>Cllr Coen reported that laptops and a donation had been given to the school and now pupils were back at school this was no longer required.</p>	
5(8)	<p><u>Grant for Youth Activities</u></p> <p>As youth activities had only just re-started in Westerham due to Covid, it was agreed that the Clerk would reassure the donors that consideration was still being given to the best way to spend the donation.</p>	AH
6.		
6(1)	<p><u>Community Issues</u></p> <p><u>Community Warden</u></p> <p>A report from the KCC Community Warden had been circulated. The Warden to be thanked for his continuing efforts.</p>	AH
6(2)	<p><u>Police</u></p> <p>The following information had been circulated: -</p> <ul style="list-style-type: none"> • Police Parish Monthly update – July, August and September • SDC Community Safety News – August 2021 • An email from KALC regarding Rural Crime • News from the Kent Police and Crime Commissioner 	
6(3)	<p><u>IPAG (Independent Police Advisory Group)</u></p> <p>The July minutes had been circulated. Cllr Holt reported that he had attended a session this morning regarding Inclusion in Society. Despite the poor attendance he would continue to attend the meetings and would encourage others to attend from Westerham.</p>	
6(4)	<p><u>Rural Market Towns</u></p> <p>Cllr Holt reported that he had attended various sessions and would send a</p>	BH

	report when relevant.	BH
6(5)	<p><u>Sea Cadets</u></p> <p>Cllr Holt reported that the Westerham Sea Cadets now had six cadets attending from Westerham, in the last few years there had only been one. Cllr Holt had attended numerous Sea Cadets zoom sessions during Covid and hoped to visit in person shortly. Cllr Holt was encouraging the Band to play at events throughout the District.</p>	
6(6)	<p><u>Chamber of Commerce – Westerham</u></p> <p>Cllr Boyle reported that he had been unable to attend the last session. The next Westerham zoom session was on 13th October but both Cllrs Boyle, Coen and the Clerk had another meeting. Cllrs to let the Clerk know if they could attend.</p>	
6(7)	<p><u>Fullers Hill public toilets</u></p> <p>The Clerk had received a request for the public toilets closing time to be extended due to an incident near to the toilets, this had been reported to SDC CSU. Currently the toilets were open 8 am to 8pm. Following discussion it was agreed not to extend the closing time as such an incident could happen at any time while the toilets were closed.</p>	Clrs
6(8)	<p><u>Late Night Shopping Event/Christmas Lights</u></p> <p>The Clerk reported that the Christmas Tree Festival was likely to go ahead. It was also hoped that there would be a Christmas market and grotto. Cllr Boyle reported that he had not been able to choose the Christmas trees yet due to an impending inspection at the usual farm; other options were discussed. The Clerk to find out how many trees would need to be ordered this year.</p> <p>The National Trust hoped that Churchill School would sing carols at Quebec House and then process by candlelight to The Green for the Christmas Tree light switch on.</p>	AH
6(9)	<p><u>Forget-Me-Not Café</u></p> <p>The Clerk reported that an outside Café was held in August and there were 35 attendees, and it was very well received. The attendees confirmed they wished to attend indoor cafes. A September Café was then held with 27 attendees and entertainment. Cafes would now take place on the third Friday of every month at the Congregational Church. There were now four Cafes, including Westerham under the Sevenoaks Dementia Forum banner, Edenbridge, Hildenborough and Sevenoaks.</p>	
6(10)	<p><u>Loneliness Project</u></p> <p>WTC had received a grant for Covid Awareness and compliance and Covid Care packages could be given out as part of this. Following lengthy discussion it was agreed to provide up to 100 packs to be given out early December. These would contain hand sanitizers and masks and details of clubs/events/Memory Cafes/Age UK Lunch. Further consideration would be given to additional items. The difficulty was in identifying those to give packs to due to data protection. Cllr Boyle suggested that each Cllr could identify someone who would appreciate a pack. Cllr Coen suggested contacting the drivers who had delivered community meals to the most vulnerable. The National Trust were also asked to contribute to the project.</p> <p>Tasks were allocated: -</p> <ul style="list-style-type: none"> • All Cllrs asked to identify recipients • Cllr Coen and the Clerk to investigate suitable boxes 	

	<ul style="list-style-type: none"> • Cllr Coen to sound out the drivers • The Committee to consider items for inclusion in the boxes • The Clerk to draft leaflets 	Cllrs/AH
7.	<p><u>Financial Statement to 31st August 2021</u></p> <p>The financial statement had been circulated and was noted.</p>	
8.	<p><u>Christmas Lights Design Competition</u></p> <p>Due to the time implications Cllrs Boyle and Coen had shortlisted the entries. These had then been sent to the contractor for his views. He indicated which of the designs would work well with the rope lights. The Committee picked the winner out at the meeting. This would be sent off to be made into a display to be fixed to the street light.</p> <p>Cllr Holt suggested that all entries were displayed at LNS and this was agreed. The Clerk to contact the Church to see if they could be displayed With the Christmas Tree Festival.</p>	AH
9.	<p><u>Refill</u></p> <p>The Clerk circulated information regarding Refill, a national scheme which towns could sign up to. Sevenoaks Town Council were part of this scheme. Following discussion it was agreed that this scheme was more appropriate for Westerham. Cllr Coen and Boyle to initially approach cafes/tea rooms to gauge their willingness to sign up to the project. The outcome would then be discussed at the next meeting.</p>	EB/DC
10.	<p><u>ECO Policy Action Plan</u></p> <p>The Y&C Action Plan had been circulated and it was agreed to include requesting the use of recycled toilet paper in the public toilet. The Action Plan would be recommended for approval to Council.</p>	AH
11.	<p><u>Summer Family Fun sessions</u></p> <p>The Clerk had been hoping to circulate the report but it had not yet been received. The Clerk reported that she had attended two of the sessions and they had been well supported and very well received.</p>	
12.	<p><u>Telephone Box High Street</u></p> <p>A quote had been received for painting the phone box in the High Street. Following discussion it was agreed this was too expensive and further quotes would be sought.</p>	AH
13.	<p><u>Safeguarding training</u></p> <p>Cllr Coen, The Clerk and Assistant Clerk had completed the Safeguarding Training. Cllrs Boyle, Lord and Holt still to complete.</p> <p>The Clerk to arrange Safeguarding training for Cllr Davies.</p>	AH
14.	<p><u>Correspondence</u></p> <p>None.</p>	

15.	<p><u>Reports from Councillors</u> Cllr Lord had attended the WSA Committee meeting with Cllr Elsdon-Wortley Cllr Coen had completed the NALC consultation 'How to get young people involved in local government' on behalf of WTC.</p>	
16.	<p><u>TN16 and website</u> Youth Bus Late Night Christmas Event October Half term family fun session</p>	
17.	<p><u>Matters for District and County Councillors</u> None</p>	
18.	<p><u>Further Matters for Consideration at the next meeting</u> Budgets</p>	
19.	<p><u>Date of next meeting</u> Monday 8th November 2021</p>	

The meeting was concluded at 9.25 pm

Minutes confirmed as a correct record:

Chairman