

## WESTERHAM TOWN COUNCIL

### Youth and Community Committee

Minutes of the Meeting held on Monday 14<sup>th</sup> February 2022  
at 7 pm in Russell House, Market Square, Westerham

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

Town Clerk: Mrs A Howells (AH)

Item		Action
1.	<b><u>Apologies for Absence</u></b> Apologies were received and accepted from Cllr Holt – personal commitment.	
2.	<b><u>Declarations of Interest not previously declared</u></b> None	
3.	<b><u>Minutes of the Meeting on 8<sup>th</sup> November 2021</u></b> Were approved at the Council meeting on 6 <sup>th</sup> December.	
4.	<b><u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u></b> None.	
5. 5(1)  5(2 &3)  5(4)  5(5)	<b><u>Youth Projects</u></b> <b><u>Anti-Social behaviour</u></b> The Clerk reported there had been littering issues and nitrous gas cannisters had also been found in Russell House Garden. This had been reported to SDC Community Safety Unit, the Clerk to report to the West Kent Youth Workers. <b><u>Youth Bus and Free Food Friday</u></b> Cllr Coen reported the Contractor had bought a single decker bus and were working hard to kit it out so the two weekly sessions could re-start. The Free Food Friday sessions would commence when the bus started. <b><u>WKHA Commissioned Youth Work</u></b> A report from West Kent had been circulated regarding the detached youth sessions which had continued at KGF. However the numbers of young people seen had been small probably due to the time of year. <b><u>Boxing sessions</u></b> The Boxing Sessions were still well attended.	AH

5(6)	<p><b><u>Grant for Youth Activities</u></b>  Following discussion it was agreed to meet with the Head Teachers of the two primary schools to investigate whether the Committee could provide some targeted sessions for the Year 6 in their final term. The Committee were keen to send a questionnaire to the pupils but felt guidance was needed from the Head Teachers to ensure the sessions met the needs of the young people and the school. Cllr Coen to meet the Head of Churchill School and Cllr Davies to meet the Head of Crockham Hill School. Outcomes of the initial discussions to be discussed at the next meeting.</p>	DC/JD
6.	<p><b><u>Loneliness Project</u></b>  The Clerk reported on the number of thanks you cards and letters that had been received from the recipients of the Christmas Gift Boxes. The boxes had been extremely well received.  Cllr Coen believed that the next step was a Befriending Scheme. Further information had been requested by KCC for the Grant Application for funding for the befriending project; Cllr Coen to put together further information.  Discussion was also held on starting a monthly coffee morning in Crockham Hill, Cllr Coen to investigate use of the Village Hall.  The Clerk had attended the virtual Rural Services Network Seminar: Older People in Rural Areas on 26<sup>th</sup> January.</p>	DC DC
7.	<p><b><u>KALC Health and Well-Being Conference</u></b>  The date of the virtual Conference was now 22<sup>nd</sup> March and Cllrs Coen and Holt had agreed to present on WTC activities in this area. Following discussion it was agreed that Cllr Coen would focus on the young people and Cllr Holt the older generation. The Clerk to start putting together some photos to use in the presentation.</p>	DC/BH AH
8. 8(1)  8(2)  8(3)  8(4)  8(5)	<p><b><u>Community Issues</u></b>  <b><u>Community Warden</u></b>  A report from the KCC Community Warden had been circulated. The Warden to be thanked for his continuing efforts. It was noted that he was retiring on 31<sup>st</sup> March; thanks be given to Steve for all his excellent work over the last eight years, he would be greatly missed.</p> <p><b><u>Police</u></b>  The following information had been circulated: -</p> <ul style="list-style-type: none"> <li>• Police Parish Monthly updates – November, December and January</li> </ul> <p>Cllr Coen reported that she had not been able to find the 'My Community App' on her phone. The Clerk to request further information.</p> <p><b><u>Police Event – Safeguarding Women and Girls</u></b>  Cllr Holt had attended the event in Swanley and it had been well attended with particularly good presentations from the Police. Reporting of incidents was an issue together with not enough information about reporting and help available.</p> <p><b><u>IPAG (Independent Police Advisory Group)</u></b>  Cllr Holt was recruiting more people onto the IPAG.</p> <p><b><u>Rural Market Towns</u></b>  Cllr Holt reported that he had not attended the last two meetings as they</p>	AH    AH

8(6)	were not of particular interest. The Clerk would be attending the Rural Towns Steering Group. <b><u>Sea Cadets</u></b> Cllr Holt reported that he would be visiting the Sea Cadets next week. He had been pleased to see the Cadets doing drill instruction in a local area.	EB/AH
8(7)	<b><u>Chamber of Commerce – Westerham</u></b> The Clerk reported that the Chamber of Commerce were still discussing having the next meeting in Westerham at the Council chamber on 16 <sup>th</sup> march. Cllr Boyle to attend.	
8(8)	<b><u>Fullers Hill public toilets</u></b> The Clerk reported that the Contractor was going to supply ECO cleaning products at no extra cost.	
8(9)	<b><u>Forget-Me-Not Café</u></b> The Clerk reported that the January Café had been cancelled due to Covid but would be re-starting this month.	
8(10)	<b><u>Friday Lunch Club</u></b> The Clerk was very pleased to advise that the Friday Lunch Club had recommenced on 11 <sup>th</sup> February as someone had stepped forward to organise it; together with a team of volunteers. Cllr Coen and the Clerk had visited the Club and there were about 30 attendees enjoying themselves. This was a much-needed Club for people to meet up. Following discussion it was agreed to donate a tree on King George's Playing Field in memory of Ann Dumbleton who had started the Club. To be paid for from the contingency budget.	
9.	<b><u>Retailers and Business Upskilling Grant</u></b> Cllr Boyle reported the media training had been very successful. A number of mostly retailers had taken up the free training and been very pleased with it. The grant from SDC was now winding up and the remaining sessions would continue until the end of February. Cllr Coen had asked to be booked on a session.	EB
10.	<b><u>Financial Statement to 31st January</u></b> 10.1 The financial statement had been circulated and was noted. There were no comments. Following discussion it was agreed to request that £1,500 from the Christmas budget was rolled into next year to ensure a special Christmas event. Also to roll £1,000 to enable match funding of the grant from KCC for the Befriending Project. The Committee requested a budget line for Community Provision to capture the Community Wellbeing project. The Clerk to check the budget for Tourism. 10.2 WCCTV Service Bundle – Following discussion it was agreed to approve the 5-year 05GB Service Bundle - £3,780 to be met from Youth Provision.	
11.	<b><u>Consultations</u></b> KCC Help us to shape Kent Library Service for the future – it was agreed to share the consultation with Cllrs and to promote on social media.	AH
12.	<b><u>Recoup/Refill</u></b> Cllr Holt reported that he had attended the Recoup virtual event and	

	would be sending out a list of do's and don'ts for plastic recycling. Cllr Coen and the Clerk had visited the cafes/tea rooms to gauge their willingness to sign up to the Refill project. There had been unanimous support, with the Clerk needing to follow up with two outlets. It was agreed that the Clerk would sign up to the Refill scheme as soon as this information was known.	AH
13.	<b><u>ECO Policy Action Plan</u></b> The Y&C Action Plan had been circulated and the Committee were pleased to note the progress.	
14.	<b><u>Summer/Half Term Family Fun sessions</u></b> The Clerk reported that a February half term and easter family fun sessions had been booked as well as four summer sessions. The Contractor would be undertaking further sessions in Westerham in the May holidays as a grant had been awarded to the contractor from KCC. The Clerk had circulated information regarding bird, insect and bat boxes and following discussion it was agreed to order 30 of each box at a cost of £342 per 30 to use at a session for young people to put together the boxes and then take them home to put up.	AH
15.	<b><u>Correspondence</u></b> 15.1 KCC letter to residents regarding solar panels was circulated. It was agreed that the Clerk would find out whether WTC could express an interest regarding solar panels on Russell House.	AH
16.	<b><u>Reports from Councillors</u></b> Cllr Davies reported that the Crockham Hill fete would take place on 9 <sup>th</sup> July and plans were well underway for the CH Jubilee event.	
17.	<b><u>TN16 and website</u></b> None.	
18.	<b><u>Matters for District and County Councillors</u></b> None	
19.	<b><u>Further Matters for Consideration at the next meeting</u></b> None.	
20.	<b><u>Date of next meeting</u></b> Monday 4 <sup>th</sup> April 2022	

The meeting was concluded at 9.00 pm

Minutes confirmed as a correct record:

Chairman