



WESTERHAM TOWN COUNCIL Youth and Community Committee

Minutes of the Meeting held on Monday 13th November 2023 at 7 pm in Russell House, Market Square, Westerham

Present: Councillors: Mrs D Coen (DC) – Chairman

Mr E Boyle (EB) Mr K Thompson (KT)

In attendance: Town Clerk: Mrs A Howells (AH)

Cllr S Kay (SK)

PC P Wilson – part of the meeting

Item		Action
1.	Apologies for Absence Apologies were accepted from Cllr Hussain – personal commitment.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	Minutes of the Meeting on 25 th September 2023 The minutes of the meeting on 25 th September were approved at the Council meeting on 2 nd October.	
4.	Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda 4.6 Terms of Reference - The Committee agreed no changes were required. The TOR to be placed on Council agenda for approval. 4 10.9 Cllr Coen had emailed the SDC dog warden on 11.10.23 but not received a response. PC Wilson offered to speak to the Police Animal Welfare Officer to see if they could help. He would also post on My Community Voice about responsible dog ownership. 6 Volunteers meeting – November dates had been explored but diaries did not align. The Clerk confirmed she had spoken to IMAGO who were happy to lead a meeting, to try again in January 2024. 7 Dementia training – The Clerk had tried to tie this in with the Volunteer meeting, but dates did not work, to move to January 2024.	AH AH
5. 5(1)	Community Engagement Projects Crockham Hill – Coffee, cake and chat Cllr Coen reported that there had been a good turnout for the October meeting which she had attended. A highways issue had been discussed which had been passed onto the Highways and Lighting Committee. PC Wilson would try and attend the January 2024 session.	

5(2)	The Citizens Advice were attending the next meeting. Churchill Primary School, Crockham Hill School and Valance School –	
(2)	future engagement	
	Cllr Coen reported that Crockham Hill School pupils had struggled to put	
	together the boxes themselves thus delaying data collection. The ECO	
	Club would attempt to gather information in the future. They did not feel	
	they had the resources to enter the Wilder Kent Award this year but would	
	consider it in the future.	
	Cllr Coen had emailed Churchill School regarding their ECO Club but no	
	response had been received. It was agreed to request a meeting with the	
	Head Teacher.	DC/AH
	The Clerk reported that the new Valance School Community Shop primary	
	purpose was for the pupils to meet residents. They also sold coffee, cake,	
	charity items and showcased artists. Cllrs to visit and introduce themselves.	Cllrs
	Emergency Plan	
6.	Emergency Plan Following discussion, it was agreed to widen the remit of the Plan to include	
	Crockham Hill. Cllr Coen had submitted an article in the Crockham Hill	
	newsletter calling for local volunteers with chain saws, ladders and 4-wheel	
	drives so they could be added to the plan.	DC
	The Clerk to chase SDC who were organising a tabletop exercise.	AH
	The clerk to chase size who were digarising a rabictop exercise.	
7.	Youth Projects	
(1)	<u>Anti-Social behaviour</u>	
	The Clerk reported that she had twice met PCSO's from Bromley and Biggin	
	Hill who were regularly travelling to Westerham in order to prevent ASB on	
	the 246. The meeting had been reported to PC Wilson.	
7(2)	WKHA Commissioned Youth Work	
	A report had been circulated from WKHA reporting that detached work	
	had been very quiet, presumably due to the weather.	
7(3)	Boxing sessions	
	WKHA reported that there were currently ten attendees, with thirty young	
	people on the register. The Committee were concerned about the number	
	of actual attendees and agreed to request WKHA to advertise the sessions	DC WT
	on social media.	DC/KT
7/4	Cllr Coen and Thompson to visit a Boxing session as soon as possible.	
7(4)	Future Youth Work Clir Coop reported that following a mosting with the Youth Provision	
	Cllr Coen reported that following a meeting with the Youth Provision	
	Contractor regarding a street dance venue, a venue for a Youth Club was	
	suggested. The Clerk had requested costings so this could be explored.	
	Following discussion, it was agreed to trial a Youth Club for the first three months in 2024, targeting years 5, 6, 7 and 8 using part of the Youth Grant. It	
	was agreed to seek a meeting with the Contractor to discuss further. Cllr Coen had contacted the Lewis Project to discuss sessions in Westerham	
	however due to the cost and volunteers it was agreed this was not	
	practical at the moment. It was agreed to discuss this with the Youth	
	Provision Contractor once the Youth Club had commenced.	
7(5)	Street Dance	
, (5)	The Clerk to meet with the Street Dance instructor to hand over the keys to	
	· ·	
	the venue. The attendee numbers to be monitored as it was unlikely that	

		1
	moving forward the Y&C budget could pay for both street dance and a	
	youth club. The first Dance session had been cancelled due to illness so	
	there was no plan B if the instructor was unavailable.	
7(6)	Grant for Youth/Elderly activities	
	As reported above, it was agreed to use part of the Youth grant to set up a	
	Youth Club.	
	Community leaves	
8.	Community Issues	
8(1)	Community Warden	
	Following discussion it was agreed to remove this item from the Agenda as	
0 (0)	KCC were unlikely to replace the Westerham Warden.	
8(2)	Police	
	The following information had been circulated: -	
	Police Parish Monthly updates	
	Regular updates from My Community Voice	
	PC Wilson attended the meeting and briefed the Committee. He reported:-	
	 that he had been involved in moped and dirt bike thefts, recently a 	
	stolen moped had been recovered and returned to its owner.	
	A meeting was being set up between himself and Bromley Police to	
	discuss ASB in Westerham from people travelling on the 246 bus.	
	Best Bar None – there was a small charge for this and it would be	
	better for businesses to set up a free WhatsApp group.	
	Cllrs raised the issue of cars with doctored exhausts driving through town,	
	this needed to be reported to the Police.	
8(3)	<u>IAG</u>	
	An email had been received stating that a Chairman for the IG had been	
	appointed and meeting details would be circulated shortly.	
8(4)	Rural Market Towns	
` `	Cllr Coen was attending a virtual seminar on 29th November on Rural Health	
	and Care. The Clerk would be attending a Rural Market Towns virtual	
	meeting on 4th December.	
8(5)	Drill Hall	
` `	The Clerk reported that she had not received any further information	
	regarding the auction of the Drill Hall. A resident had enquired about listing	
	the Drill Hall however Cllrs felt this was not an option as this may delay the	
	sale of the building which was deteriorating rapidly.	
8(6)	<u>Chamber of Commerce – Westerham</u>	AH
` `	Cllr Coen was unable to attend the December meeting but the Clerk	7
	would attend.	
8(7)	Christmas Lights	
, ,	The Clerk reported that the Christmas Lights Switch on would take place on	
	Thursday 30 th November. Instructions would be sent to those Cllrs who had	
	volunteered to help. The Christmas trees were being picked up and	
	erected on Friday 24 th November. New gutter lights had been fitted, Cllr	
	Boyle had checked the lights from 21 The Green, he would check others.	
8(8)	Local Business Liaison role	
` '	To be discussed at the next meeting.	
8(9)	Hedgehogs R Us Highways Project	
	Information regarding the project had been circulated, however Cllr Coen	
	reported that there was a free alternative through Kent Wildlife Trust.	
<u> </u>		l .

	Following discussion, it was agreed to investigate the Trust alternative.	
8(10)	DRIPS Information had been circulated but no-one had been able to attend the	
	AGM on 8 th November.	
9.	Financial Statement to 30 th September The Statement had been circulated and there were no queries.	
10.	Budget 2024/25 Cllr Coen and the Clerk had met with the Finance Officer to discuss the draft budget and this had been circulated. As the Committee wished to proceed with a Youth Club the Youth Provision budget had been increased by £2,000 to cover some of the cost and the Youth Grant would be used to cover the other costs. The budget for the Fullers Hill public toilets was increased to cover utilities. These increases and slight reductions in other budgets resulted in an increase from last years budget of £30,225 to £32,375, which was approved to recommend to Council.	
11.	ECO Action Plan The Y&C ECO Action Plan had been circulated and was reviewed.	
12.	Summer/Autumn Family Fun sessions The report from the Summer Sessions had been circulated and it was very positive with good attendance apart from one poor weather session. The Clerk reported that 69 young people had attended the October half term session. Both sessions were much appreciated by the community.	
13.	Correspondence 13.1 Sevenoaks Samaritan Supported update 2023 was noted. 13.2 A letter from Thames Water re the closure of Westerham Hill was noted. 13.3 An email from KCC regarding the Family Hub consultation was noted.	
14.	Reports from Councillors Cllr Coen and the Clerk had attended a virtual meeting with SDC CSU.	
15.	TN16, Crockham Hill Newsletter and website None.	
16.	Matters for District and County Councillors None.	
17.	Further Matters for Consideration at the next meeting None.	
18.	<u>Date of next meeting</u> Monday 19 th February 2024	

The meeting was concluded at 9.10 pm. Minutes confirmed as a correct record:

Chairman