

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.	<u>Apologies for Absence</u> Apologies were accepted from Cllr Hussain – personal commitment.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting on 25th September 2023</u> The minutes of the meeting on 25 th September were approved at the Council meeting on 2 nd October.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> 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)	<u>Community Engagement Projects</u> <u>Crockham Hill – Coffee, cake and chat</u> 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)	<p>The Citizens Advice were attending the next meeting.</p> <p><u>Churchill Primary School, Crockham Hill School and Valance School – future engagement</u></p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>DC/AH</p> <p>Cllrs</p>
6.	<p><u>Emergency Plan</u></p> <p>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.</p> <p>The Clerk to chase SDC who were organising a tabletop exercise.</p>	<p>DC</p> <p>AH</p>
<p>7.</p> <p>(1)</p> <p>7(2)</p> <p>7(3)</p> <p>7(4)</p> <p>7(5)</p>	<p><u>Youth Projects</u></p> <p><u>Anti-Social behaviour</u></p> <p>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.</p> <p><u>WKHA Commissioned Youth Work</u></p> <p>A report had been circulated from WKHA reporting that detached work had been very quiet, presumably due to the weather.</p> <p><u>Boxing sessions</u></p> <p>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 on social media.</p> <p>Cllr Coen and Thompson to visit a Boxing session as soon as possible.</p> <p><u>Future Youth Work</u></p> <p>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.</p> <p>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.</p> <p>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.</p> <p><u>Street Dance</u></p> <p>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</p>	<p>DC/KT</p>

8(10)	<p>Following discussion, it was agreed to investigate the Trust alternative.</p> <p><u>DRIPS</u></p> <p>Information had been circulated but no-one had been able to attend the AGM on 8th November.</p>	
9.	<p><u>Financial Statement to 30th September</u></p> <p>The Statement had been circulated and there were no queries.</p>	
10.	<p><u>Budget 2024/25</u></p> <p>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.</p>	
11.	<p><u>ECO Action Plan</u></p> <p>The Y&C ECO Action Plan had been circulated and was reviewed.</p>	
12.	<p><u>Summer/Autumn Family Fun sessions</u></p> <p>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.</p>	
13.	<p><u>Correspondence</u></p> <p>13.1 Sevenoaks Samaritan Supported update 2023 was noted.</p> <p>13.2 A letter from Thames Water re the closure of Westerham Hill was noted.</p> <p>13.3 An email from KCC regarding the Family Hub consultation was noted.</p>	
14.	<p><u>Reports from Councillors</u></p> <p>Cllr Coen and the Clerk had attended a virtual meeting with SDC CSU.</p>	
15.	<p><u>TN16, Crockham Hill Newsletter and website</u></p> <p>None.</p>	
16.	<p><u>Matters for District and County Councillors</u></p> <p>None.</p>	
17.	<p><u>Further Matters for Consideration at the next meeting</u></p> <p>None.</p>	
18.	<p><u>Date of next meeting</u></p> <p>Monday 19th February 2024</p>	

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

Chairman