

# *Kesgrave Town Council*

## **Community Services Committee**

Minutes of the Community Services Committee held on Monday 26th January 2015 at 7.15pm in the Council Chamber.

**Present:** Mr N Beecroft-Smith Mr J Ogden (Vice Chairman)  
Mr A Comber Mr C Rayworth Rev R Spittle (Chairman)

**In Attendance:** Mrs V R Read (Clerk to the Town Council)  
Miss S du Boulay – All Saints Church Youth Worker  
Mrs D Redden – Lead Youth Worker  
1 Member of the public (arrived during item 8)

### **1. Apologies**

Mrs S Ogden – family commitments  
Mr P Miller – illness

### **2. Declaration of interests**

A Member made verbal declarations which he recorded on the form attached at **Annex 1** to the permanent copy of these minutes.

### **3. Minutes of the last meeting 29th September 2014**

The minutes having been circulated were taken as read and signed by the Chairman.

### **4. Matters arising**

**a. Late items for information** None.

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### **An adjournment was declared:**

The member of the public did not arrive until during item 8.

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### **The following item as brought forward**

### **7. Youth Club**

**a. Reports from Youth Club Leaders** Miss du Boulay had submitted reports on her visits to the club evenings and these are held on file. The Committee agreed Mrs Redden be paid 4 extra hours per term in order for her to be present at the staff supervision sessions held by Miss du Boulay. There was also some discussion on the intended group supervision for the volunteer staff. Meeting arrangements have been cancelled twice as volunteers have not been available. It was agreed although supervision cannot be a requirement it should be made clear to all volunteers supervision is available and when possible Mrs Redden will have one to one sessions during club meetings.

The Committee also discussed the training which is necessary. Basic Safeguarding training can be done on-line and Mr Comber explained the Scouts have a DVD on Risk Assessment and also use a local First Responder for First Aid Training. Investigations will be undertaken on the possibility of an evenings training for staff, although it is recognised that training and networking with other organisations is very beneficial.

Mrs Redden reported the club is settling into their new building well. Communications with the office, providing the necessary paperwork has been successful. She went on to explain:

- she has been into the school to publicise the club;
- Parentmail has been used, as well as a letter to parents, explaining the need for a one term trial of alternating the year groups attendance on Tuesday. This has brought the numbers down to a more manageable level;
- sessions have been arranged on Sexual Health, Karate and the Army Reserves;
- condoms can now be accessed from the club if young people are registered. If a young person is requesting condoms he/she is already thinking about having sex. Having condoms available does not encourage sexual activity but makes sure the young person can have safe sex and make informed choices.
- the club will have a presence at the February Kesgrave market with the intention of attracting more volunteers.

**b. Current position of Youth Worker Employment** With a resignation from Thursday evenings it was agreed Mrs T Brooks will be offered the position.

**c. Reportable Incident occurrence since September** The Committee was already aware of the accident which had occurred before Christmas. Mrs Redden reported there have been no further difficulties, the young person has returned to the Club and the parents are content with the way in which the situation was handled. The Committee understood this was just an unfortunate incident.

The Clerk precied the reports received from The Hive following their third session. There was some considerable discussion on the possibility of inviting The Hive to subsequent meetings with Members being undecided about the Committee meeting being the correct setting. The Youth Club is run by the Council but The Hive, while providing a Youth facility, is a hirer of the building as other organisations are. It was agreed however a version of the Youth Forum would provide a useful setting and this will be explored in due course.

**Miss du Boulay and Mrs Redden then left the meeting.**

## **5. Kesgrave Market**

Councillors were issued with an up-to-date spreadsheet at the January Council meeting. Kesgrave Market is to remain in the remit of the Recreation and Amenities Committee for the time being.

## **6. MJH (Millennium Jubilee Hall)**

- a. Hall** Mr Rayworth reported:
- the projector and screen is now in place;
  - a new regular hirer uses the hall on Wednesday evening;
  - there has been an inquiry about a regular Saturday or Sunday morning.

**b. Caretaker position** The second caretaker position was to have been advertised this month however with the anticipated changes in Council staffing it was agreed this should be postponed until the overall staffing structure has been agreed. It was also agreed advertising should be restricted to the Kesgrave and Martlesham area as the position requires someone living close by.

**c. Park Run and Kestrels** The difficulties between Park Run and Kestrels are being dealt overcome. However an email has been sent that morning to the Kestrels because the fire alarm has been set off twice by users of the outside storage and toilet facility.

**d. Community Vehicle/trailer** The Committee discussed the feasibility of a Community Vehicle/trailer. They agreed a converted bus would be an expensive facility to run however a trailer similar to that used by the scouts could be used to great advantage as a mobile drop-in for

youth and for the wider community. While there is no provision in the current budget for such a purchase, and it would require volunteers to run it, the Committee agreed this concept should be considered again later in the year.

**The member of the public arrived during the following item.**

**8. Five Year Plan** The Committee looked at the Community Services pages of the draft 5 Year Plan document and their comments were noted by Mr Ogden for inclusion in the document to be considered by Full Council in March.

**9. Late items for information**

None.

**10. Suggestions for Kesgrave News**

It was agreed an article on the Youth Club accompanied by a photograph taken at the February market would be a way in which to draw attention to the need for volunteers.

**11. To receive such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion.**

None.

**12. Date of next meetings** – 20th April 2015 or earlier if required.

The next Full Council Meeting will be held 9th February 2015.

The Chairman closed the meeting at 9.10pm.

**Chairman**