

Draft Minutes of JPYC Meeting 19/11/18

Present : Sarah Greene (SG), Roger Potter (RP), Nick Muggridge (NM), Dan Fairchild (DF), Chris Varney (CV) and Allan Taylor (AT)

Chairman : Roger Potter (RP)

Clerk : John Fullbrook (JF)

Public : None in attendance

Meeting Commenced : 6:01 p.m.

Apologies

Apologies received from Michelle Syred (MS) and from Alan Chilver (AC)

Question from Public

None

Minutes of Previous Meeting

N.M. **proposed, seconded** by C.V. that the Minutes of meeting dated 20/8/18 be accepted as a true record of the proceedings. **Agreed**

Draft minutes of this evenings meeting to be finalised so that they can be uploaded to all parish websites as soon as possible (together with amended MOU and appropriate reports) **Action for JF**

Matters Arising

Winding up of the SAYS charity as it was still listed, RP had contacted David Coldwell double checking the application had been officially made to the Charity commission, which it had. The process apparently takes some time to be completed.

Action for RP to chase

RH previously agreed to obtain posters from Horsham Matters and circulate to all parishes to publicise youth service. **DF Actioned**

Air Cadets involved with Trips and residentials -AT to action - ongoing

Ashurst to be removed from Area designation on Youth reports – **Actioned**

Contract discussions – Having checked the documentation in detail it was agreed that the JPYC needn't consider the re-tendering of the next contract as the current contract was in place until March 2020 – **JF Actioned**

Horsham Matters Report

Budget report

Dan F reported that budget for the current year remained on target although was not able to table the itemized finance paper due to recent staffing issues affecting available time to do so – This paper to be sent to the Clerk when available for distribution to other Parishes and members (See attached). **AT to Action**

Staff Organisational update

Still looking for the right candidate to replace recent Assistant Youth Worker departure.

There is still a need for additional volunteers – please spread the word. Essential in order to keep costs down

Youth Report

Report had been produced (attached) and was expanded upon by Dan Fairchild

Additional notes as follows

- Hub Fun session at Upper Beeding publicized over Summer with good results as numbers increased
- 4 new members also at Tuesday's Tuchman 5 to 6.45 session – Age range has also extended to Year 9
- Senior group at Cuthman's small but this is favourable as more needy (behavioral, mental agility, possible self-harm)
- Towers convent session to be dropped for a short period as few numbers at present and exam season ahead – promotion planned early in New Year
- 6 young people with HM guidance recently teamed up with Steyning Downland scheme and the Neighbourhood Wardens to complete a Litter pick session which not only helped the area but also broke down barriers between Wardens and Youngsters involved
- Trips and residential – Currently looking for financial assistance to help subsidise some of the places to encourage next seasons attendance
- New and much improved Kitchen facilities provided at Cuthman Centre courtesy of the School and Allan's cleaning regime
- Horsham Matters to send copy of Youth report to School in future for their information. **AT to action**
- Allan Taylor to write short promotional article for 'Your Steyning' and or other publications for possible free distribution. **AT & JF to action**

Commitment to Community Youth provision for 2019/20

Although Horsham Matters absorbing some additional costs, there is a need to cover with paid staffing now volunteers less available. There is also an additional financial commitment from the three remaining Parishes subsequent to Ashurst now not supporting the programme. *JF to ask Ashurst if they might be able to provide continued albeit much reduced financial support (Action).* CV **proposed, seconded** by SG to recommend each Council agree to commit to community Youth provision via Horsham Matters for the following year 2019/20, so that JF can contact Horsham Matters before the end of December 2018. **Agreed – JF to Action**

SG **proposed, seconded** by CV to recommend each council agree to an amendment to the existing contract whereby instead of 'Horsham matters employing Youth workers to deliver 41.82 Hours of youth work per week', it will read 'Horsham matters employing Youth workers to deliver 45 Hours of youth work per week', also that the MOU is amended by JF to show the new yearly finance figure which is to be derived from using the same percentage ratio breakdown as was the case for the previous years MOU (2017/18) and that then JF distributes this new MOU to cover next year (2018/19) to each Parish for their Full Councils' approval. **Agreed – JF to action**

Any Other Business

Correspondence was received from WSCC regarding Youth support survey and this has been appropriately distributed.

RP **proposed, seconded** by NM that CV chair the next meeting. **Agreed**

Meeting Closed : 6:56pm

Date of next meeting

18th February @ 6pm in the Steyning Centre