



# Banwell Parish Council

## MINUTES OF A MEETING OF THE YOUTH AND COMMUNITY CENTRE (YCC) COMMITTEE HELD REMOTELY AT 7:30pm ON MONDAY 6<sup>th</sup> SEPTEMBER 2021

**Present:** Cllrs Phil Baird, Paul Blatchford, Paul Harding, Nick Manley (Chairman) and Maggie McCarthy (Vice Chairman).

**In attendance:** Liz Shayler (Clerk) & 1 member of the public

### **01/21 To receive apologies for absence: (agenda Item 1)**

Apologies were received from Cllr Phil Adams

### **02/21 To elect a Chairman of the Youth & Community Centre Committee for 2021/22**

**Resolved** – That Cllr Manley be elected as Chairman of the Youth & Community Committee for 2021/22

**The resolution was correctly proposed and seconded (unanimous).**

### **03/21 To elect a Vice Chairman of the Youth & Community Centre Committee for 2021/22**

**Resolved** – That Cllr McCarthy be elected as Chairman of the Youth & Community Centre Committee for 2021/22.

**The resolution was correctly proposed and seconded (unanimous).**

### **04/21 To receive members' declarations of interest on any agenda item (agenda Item 4).**

There were no declarations of interest received.

### **05/21 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 7<sup>th</sup> of September 2020 (agenda Item 5)**

**Resolved:** To approve, as a correct record, the minutes of the YCC Committee minutes from the 7<sup>th</sup> of September 2020.

**The resolution was correctly proposed and seconded (unanimous)**

The minutes of the meeting were signed by the Chairman as a correct record.

### **06/21 To note the report from YMCA Dulverton on the current Youth Club provision and residential trip planned for the 25<sup>th</sup> of September (agenda Item 6)**

The report and residential trip were noted

### **07/21 To complete the YMCA Dulverton appraisal process (agenda Item 7)**

**Resolved:** The appraisal process was completed resulting in a satisfactory outcome (see attached sheets).

**The resolution was correctly proposed and seconded (unanimous)**

### **08/21 To receive the Clerk's report/exchange of information (agenda item 8)**

#### **i) White Lines**

The white lines in the Youth & Community have now been painted.

ii) **Signage & basketball net**

New signage has been bought and erected including first aid signage, evacuation point and warning stairs. The basketball net has been purchased and put up.

iii) **Community Orchard**

The Clerk has been speaking to Wessex Water who are investigating the possibility of turning the bottom section of the YCC field into a community orchard / copse of trees.

iv) **YCC energy efficiency measure being considered**

- **New Doors & Grates on Windows**

The grates have been removed from the windows and the new doors have been fitted meaning an increase in natural daylight into the building. The new doors have meant a decrease in the lights needing to be used and reduction in heat loss, hoping that this initiative will make the heating more efficient.

- **LED lighting**

Quotes have been sourced for replacing all the internal and external lighting for LED. The quotes range £9000 – £12000. Currently grant funding of £4000 is being applied for to support the installation of this.

- **Heatpump**

Quote sourced - £40,000. Given the YCC only spends about £800 a year on gas for the heating (pre-covid) then even if gas was never used again then at £40000 even if the YCC saved £800 a year (unlikely given the cost of the electricity for the heatpump) then it would take over 50 years to pay for itself and would need to be replaced before that time. It would also not reduce our carbon footprint as it would require significantly more electricity than the LPG gas it would save. From an environmental point of view whilst disposal of the LPG gas tank might be desired, from a practical point of view it would be more sensible to either wait for technology more suitable for the YCC, look at alternative heating system suggestions / change the makeup of the building (false ceilings) or offset the gas.

- **PV Panels**

Quote sourced – approximately £21,000. The Rural Community Energy fund has been investigated. However, we have been led to believe that this volume of solar panels was not large enough and would not provide enough of a community benefit. This is possibly a project that could go on a 3 / 5-year plan.

**09/21 To ratify the following expenditure made by the Clerk using delegated powers (agenda Item 9)**

- i) **If necessary, to fund the remainder of the audio-visual equipment needed for hybrid / streaming meetings**
- ii) **£544.09 for the PPL / PRS music licence.**

**Resolved:** To ratify the expenditure made above by the Clerk using delegated powers.

**The resolution was correctly proposed and seconded (unanimous)**

**10/21 To discuss and agree a way forward in relation to the Youth & Community Centre (agenda item 10)**

- i) **Painting of the shipping container**

YMCA have suggested an artist who will work with young people for inspiration and then paint the container. The committee asked for the design to come back to them before painting.

- ii) **Hourly fee for YCC field**

Currently set at £5 an hour with a 15 mins change over. It can only be booked on the hour / half hour.

**Resolved:** To agree a charge of £5 an hour with a 15 mins change over.

**The resolution was correctly proposed and seconded (unanimous)**

iii) **Hourly fee for the YCC Office**

Currently set at £5 an hour with a 30 mins change over. It can only be booked on the hour / half hour.

**Resolved:** To agree a charge of £5 an hour with a 30-minute change over.

**The resolution was correctly proposed and seconded (unanimous)**

iv) **The use of the office for the Hope Project run by Second Step and other Counselling services**

Currently the office has been offered for free to the services above. Currently only used by Citizens Advice.

**Resolved:** To agree the free use of the office for the Hope Project run by Second Step and other Counselling services.

**The resolution was correctly proposed and seconded (unanimous)**

v) **Meeting venue for groups including LGBT+, Knit & Natter**

**Resolved:** To agree the Youth & Community Centre can initially be booked for free for support groups and social clubs to be looked at on a case-by-case basis.

**The resolution was correctly proposed and seconded (unanimous)**

**Resolved:** Knit and Natter to use the reception area for their group on a Monday afternoon allowing North Somerset to use the main hall for courses.

**The resolution was correctly proposed and seconded (unanimous)**

vi) **Lightening Risk Assessment**

The Clerk to contact the insurance company to see if we are covered for a lightning strike and whether there are any terms and conditions attached to the cover.

**11/21 To note the fire risk assessment and agree the purchase of 2 sets of finger guards (agenda item 11)**

**Resolved:** The fire risk assessment was noted and agree the purchase of 2 sets of finger guards for £71 + VAT.

**The resolution was correctly proposed and seconded (unanimous)**

**12/21 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 12)**

The Youth & Community Centre and Youth Club budgets were both noted.

**13/21 Date of Next Meeting (agenda item 13)**

21<sup>st</sup> September, 7:30pm Parish Council Meeting remotely <https://us02web.zoom.us/j/308292669>  
2<sup>nd</sup> November, TBD YCC Committee remotely <https://us02web.zoom.us/j/86909958879>

The meeting closed at 20:50

Chairman.....

Date.....

## YMCA –REVIEW OF PERFORMANCE

Period under review 7<sup>th</sup> September 2020 to the 6<sup>th</sup> September 2021

1. Are all contracted sessions being held? **Yes** / No **where possible**  
Comments see YMCA report
2. Are the numbers attending increasing? Yes / **No** / NA  
Comments see YMCA report
3. Is a comprehensive range of activities being organized? **Yes** / No / NA  
Comments see YMCA report
4. Are YMCA demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No  
Comments see YMCA report
5. YMCA arranging activities outside of the village? Yes / **No** / NA  
Comments – Covid-19
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / **No** / NA  
Comments – Covid-19
7. Is any feedback from users/parents positive? **Yes** / No  
Comments – Covid-19
8. Have any complaints been received about the service? Yes / **No**  
Comments...
9. Have there been any behavioural issues at the Youth Club including damage? Yes / **No** / NA  
Comment – Covid-19
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**  
Comments ...
11. Any other comments
  - New ping pong bats and nets purchased
  - Summer Holiday Youth Club only 2 additional members
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
  - YMCA, to visit Banwell School / Churchill Academy to speak to Year Groups about Youth Club.
  - To speak to Daisy about a comprehensive social media advertising campaign.
  - Subs / tuck to be paid in shortly
14. Action points for Youth Club Management Committee.
  - Daisy to work with YMCA in relation to engaging with young people

Signed.....

Date.....

## YMCA –REVIEW OF PERFORMANCE

Period under review 7<sup>th</sup> September 2021 to the 26<sup>th</sup> October 2021

1. Are all contracted sessions being held? **Yes** / No where possible  
Comments
2. Are the numbers attending increasing? Yes / **No** / NA  
Comments see YMCA report
3. Is a comprehensive range of activities being organized? **Yes** / No / NA  
Comments ...
4. Are YMCA demonstrating a degree of flexibility in the activities provided to meet users' needs (e.g. weekend or holiday activities)? **Yes** / No  
Comments ...
5. YMCA arranging activities outside of the village? **Yes** / No / NA  
Comments ...
6. Are YMCA seeking other sources of funding for Youth Club activities? Yes / **No** / NA  
Comments - Covid-19
7. Is any feedback from users/parents positive? Yes / No  
Comments ...
8. Have any complaints been received about the service? Yes / **No**  
Comments...
9. Have there been any behavioural issues at the Youth Club including damage? Yes / **No** / NA  
Comment ...
10. Have any unannounced visits been made by Committee members since the review? Yes/**No**  
Comments ...
11. Any other comments
12. Conclusion – Satisfactory / Unsatisfactory
13. Action points for YMCA
  - YMCA, if possible to visit Banwell School / Churchill Academy to speak to the Year 6's about Youth Club.
  - To speak to Daisy about a comprehensive social media advertising campaign.
14. Action points for Youth Club Management Committee.
  - Daisy to work with YMCA in relation to engaging with young people

## Clerks Report

### **YCC car parking lines**

Unfortunately, part of the disabled parking symbol has sheered off the surface of the carpark. Having contacted the contractor, they will be XXX

### **Thrive Grant & National Lottery Grant**

Unfortunately, our £4,000 application for Thrive was refused. However, we are in the process of applying for a £10,000 grant which will be used to help fund solar panels. We have also put both the LED lights and Solar Panels projects forward for the Bypass support of local community projects.

### **You Can Do I.T. project and associated funding received**

As you are aware the £5000 grant was approved. So far, the following has been installed. projector & screen, conference audio system & part of the advertising.

Still to purchase are laptops / tablets for training sessions (£1500). Currently we already have 5 donated laptops and so I suggest we initially purchase tablets.

### **Christmas Market**

So far, we have 11 full stalls requested along with 3 information stalls. I have contacted the Scouts to see whether they will support by opening the Scout building to serve lunch and to give us more space, yet to hear.

If anybody can support setting up or taking down, I would be grateful. Also, perhaps a suggestion that we have a Parish Council information stall showcasing our initiatives and sign ups.

**Banwell Parish Council**  
**Summary of Receipts and Payments**  
 Cost Center Group - YCC Committee

27 October 2021 (2021-2022)

**Youth & Community Centre**

| Code             | Title                        | Receipts        |                 |               | Payments         |                  |                 | Net Position         |
|------------------|------------------------------|-----------------|-----------------|---------------|------------------|------------------|-----------------|----------------------|
|                  |                              | Budgeted        | Actual          | Variance      | Budgeted         | Actual           | Variance        | +/- Under/over spend |
| 701              | YCC upgrade                  |                 | 655.00          | 655.00        | 18,000.00        | 26,333.84        | -8,333.84       | -7,678.84 (-42%)     |
| 702              | YCC repairs & maintenance    |                 |                 |               | 3,000.00         | 1,874.06         | 1,125.94        | 1,125.94 (37%)       |
| 703              | YCC CCTV                     |                 |                 |               | 2,000.00         |                  | 2,000.00        | 2,000.00 (100%)      |
| 704              | YCC Electricity              |                 |                 |               | 1,000.00         | 382.25           | 617.75          | 617.75 (61%)         |
| 705              | YCC Gas                      |                 |                 |               | 1,500.00         | 398.22           | 1,101.78        | 1,101.78 (73%)       |
| 706              | YCC water                    |                 |                 |               | 650.00           | 48.63            | 601.37          | 601.37 (92%)         |
| 707              | YCC waste                    |                 | 14.25           | 14.25         | 650.00           | 312.60           | 337.40          | 351.65 (54%)         |
| 708              | YCC cleaning & supplies      |                 |                 |               | 2,500.00         | 1,575.65         | 924.35          | 924.35 (36%)         |
| 709              | Office Equipment inc Website |                 |                 |               | 5,000.00         | 1,735.92         | 3,264.08        | 3,264.08 (65%)       |
| 710              | YCC phone & wifi             |                 |                 |               | 600.00           | 389.21           | 210.79          | 210.79 (35%)         |
| 711              | YCC Grass cutting            |                 | 15.00           | 15.00         | 850.00           | 511.16           | 338.84          | 353.84 (41%)         |
| 712              | YCC hedge, fence & tree work |                 |                 |               | 280.00           | 130.00           | 150.00          | 150.00 (53%)         |
| 713              | YCC grants & donations       | 1,000.00        | 1,000.00        |               |                  |                  |                 | (0%)                 |
| 714              | YCC income                   | 1,300.00        | 1,137.20        | -162.80       |                  |                  |                 | -162.80 (-12%)       |
| <b>SUB TOTAL</b> |                              | <b>2,300.00</b> | <b>2,821.45</b> | <b>521.45</b> | <b>36,030.00</b> | <b>33,691.54</b> | <b>2,338.46</b> | <b>2,859.91 (7%)</b> |

**Youth Club**

| Code             | Title                       | Receipts      |                 |                 | Payments         |                 |                 | Net Position           |
|------------------|-----------------------------|---------------|-----------------|-----------------|------------------|-----------------|-----------------|------------------------|
|                  |                             | Budgeted      | Actual          | Variance        | Budgeted         | Actual          | Variance        | +/- Under/over spend   |
| 801              | YC sessions                 |               |                 |                 | 10,000.00        | 2,640.00        | 7,360.00        | 7,360.00 (73%)         |
| 802              | YC budget                   |               |                 |                 | 500.00           | 38.23           | 461.77          | 461.77 (92%)           |
| 803              | YC extraordinary activities |               | 1,869.51        | 1,869.51        | 1,800.00         | 600.00          | 1,200.00        | 3,069.51 (170%)        |
| 804              | YC Printer                  |               |                 |                 | 500.00           |                 | 500.00          | 500.00 (100%)          |
| 805              | YC subscriptions            | 400.00        |                 | -400.00         |                  |                 |                 | -400.00 (-100%)        |
| 806              | Tuck Shop                   | 100.00        |                 | -100.00         | 100.00           |                 | 100.00          | (0%)                   |
| 807              | Youth Forum                 |               |                 |                 | 200.00           |                 | 200.00          | 200.00 (100%)          |
| <b>SUB TOTAL</b> |                             | <b>500.00</b> | <b>1,869.51</b> | <b>1,369.51</b> | <b>13,100.00</b> | <b>3,278.23</b> | <b>9,821.77</b> | <b>11,191.28 (82%)</b> |

**Summary**

|                    |                 |                 |                 |                  |                  |                  |                        |
|--------------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|------------------------|
| <b>NET TOTAL</b>   | <b>2,800.00</b> | <b>4,690.96</b> | <b>1,890.96</b> | <b>49,130.00</b> | <b>36,969.77</b> | <b>12,160.23</b> | <b>14,051.19 (27%)</b> |
| <b>V.A.T.</b>      |                 |                 |                 |                  | 6,219.34         |                  |                        |
| <b>GROSS TOTAL</b> |                 | <b>4,690.96</b> |                 |                  | <b>43,189.11</b> |                  |                        |