



Banwell Parish Council

MINUTES OF A MEETING OF THE YOUTH AND COMMUNITY CENTRE (YCC) COMMITTEE HELD REMOTELY AT 7:30pm ON MONDAY 7th SEPTEMBER 2020

Present: Phil Adams, Karen Bennett, Paul Blatchford, Paul Harding, Nick Manley (Chairman) and Maggie McCarthy (Vice Chairman).

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

30/20 To receive apologies for absence: (agenda Item 1)

No apologies were received

31/20 To receive members' declarations of interest on any agenda item (agenda Item 4).

There were no declarations of interest received.

32/20 To approve, as a correct record, the minutes of the Youth & Community Centre Committee (YCC) minutes from the 6th July 2020 (agenda Item 3)

Resolved: With the correct spelling of Bennett to approve, as a correct record, the minutes of the YCC Committee minutes from the 6th July 2020.

The resolution was correctly proposed and seconded (unanimous)

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

33/20 To discuss and agree a way forward in relation to the use of the Youth Club £1000 budget for computers / laptops (agenda Item 4)

Resolved: That as per the request from the Youth Club that two/three higher spec laptops are purchased to allow more versatility for young people.

The resolution was correctly proposed and seconded (unanimous)

34/20 To receive the Clerk's report/exchange of information (agenda item 5)

i) Works to the Youth & Community Centre

All internal & external works have been completed by Steven Sherwood. Additionally, he replaced the manhole cover, repaired the gutters and added a hook to hold the door open in the porch. The replacement roof is due to be started this week. The top office has been repainted.

ii) Current Planning Application

The Clerk reported that after a few weeks delay, due to extra information required including scale elevations existing & proposed to show the impact that the doors will have on the building and more detail about the metal container, this had now been registered 20/P/1717/FUL.

iii) Groups coming back to the Youth & Community Centre

North Somerset Childrens Services & the Church have confirmed they will not be starting back yet. The Scouts & Explorers have requested the use of the field, flood light and toilets. Kickboxing has been using outside but begins inside this week. Youth Club due back tomorrow. A risk assessment has been requested from those wishing to use the facilities and their public liability is kept on record.

iv) Youth & Community Centre Wildlife

Cllr Harding reported that there is a new hole which has been dug in the fenced off area. It will be monitored but does not possess a risk given its location.

35/20 To agree the cost of £400 to remove the redundant CCTV & light post at the YCC entrance in preparation for the electricity pole to be moved to this location (agenda Item 6)

Resolved: To agree the cost of £400 to remove the redundant CCTV & light post at the entrance

The resolution was correctly proposed and seconded (unanimous)

Resolved: To agree the cost of £240 to remove the ivy / brambles around the trees and clearing the fence line at the entrance to the Youth & Community Centre.

The resolution was correctly proposed and seconded (unanimous)

36/20 To ratify the cost of a scaffold and replacement of the side extension roof for a maximum of £3250 (agenda Item 7)

Resolved: To authorise the cost of a scaffold and replacement of the side extension roof for a maximum of £3250.

The resolution was correctly proposed and seconded (unanimous)

37/20 To discuss design ideas for windows (agenda Item 8)

Cllr Baird explained that the more complicated the design of the wraps the more expensive they become. Companies were struggling to provide costings without a clear steer on design. The Committee agreed that the most important aspect of the design was the Parish Council Logo but currently this was based on a photograph of the current chain of office.

Resolved: That Cllr Baird investigate turning the Parish Council logo into a digital design to enable it to be used for signs and window wraps. Cllr McCarthy to provide Cllr Baird with some views of Banwell for discussion at the next meeting.

The resolution was correctly proposed and seconded (unanimous)

38/20 To discuss and agree a way forward in relation to the awning at the back of the YCC (agenda Item 9).

The Committee discussed the amount the canopy was used and whether it was likely to be used in the future. The Clerk was unaware of it being used in the last few years. Whether it could be used to facilitate Covid-19 measures was also discussed.

Resolved: The Clerk to borrow a hand winch to enable the canopy to be assessed.

The resolution was correctly proposed and seconded (unanimous)

39/20 To note the Youth and Community Centre (YCC) and Youth Clubs Budgets (agenda item 10)

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

40/20 Date of Next Meeting (agenda item 11)

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

The meeting closed at 20:50

Chairman.....

Date.....

YMCA – BIMONTHLY REVIEW OF PERFORMANCE

Period under review 7th July 2020 to the 7th September 2020

1. Are all contracted sessions being held? **Yes** / No
Comments – Covid-19
2. Are the numbers attending increasing? Yes / No / **NA**
Comments – Covid-19
3. Is a comprehensive range of activities being organized? Yes / No / **NA**
Comments – Covid-19
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 – Covid-19
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
 - Invoices presented to Council as requested.
 - Young people asked about Nintendo switch and were not fussed.
 - New TV purchased
 - New Sound system in place
12. Conclusion – **Satisfactory** / Unsatisfactory
13. Action points for YMCA
 - In September to visit Banwell School to speak to the Year 6's about Youth Club
 - Look at where the section 106 contribution from Bellway homes can be spent on third party delivery of taster sessions.
14. Action points for Youth Club Management Committee.

None at the present time.

Signed.....

Date.....

Banwell Youth Club Report July 2021

What have we been up to?

The young people have enjoyed several different activities throughout June and July. We have been making the most of the outdoor space and playing wide games such as

- Dodgeball
- Rounders
- Football
- Basketball

The Young people always like cooking activities and we have encouraged as many of the member to take part to learn new life skills.

We also held an end of summer BBQ. The Young people have played a big part in the planning and also with other activities since re-opening in April. They are looking forward to getting back to normal activities and expressed their excitement at the chance of helping to plan the first residential we will be running in September.

Our YP have enjoy having more relaxed and chilled out sessions during this time of year as they have been working hard in school, therefore Youth Club gives them an opportunity to just hang out with their friends. On hearing this feedback from the YP we have become more fluid in our approach to delivering sessions and whilst giving the YP activities to enjoy we also give them their space to chill in sessions whilst ensuring they are aware that we are available if they wish to chat or need support. This offering has been taken up by many of the members who have discussed personal challenges both at school or home. The team have offered guidance and a familiar person for those that need to talk.

Behaviour and attitudes

The overall attitude of our young people has been wholly positive with an incredible amount of enthusiasm being shown. This positive attitude can be accounted to the frequent reminders of behavioural expectations during sessions.

One main challenge is the increase of foul language used at club. This is a common occurrence with young people, many using it as a way of expressing frustration to peers. After a conversation with the members, a suggestion of a swear jar in the club was discussed, Some said the money accumulated in the jar could be put back into the club but its primary function would be to act as a deterrent for the language of the YP. No decision was made.

Finance

The takings for the sessions run since April has totalled to £101. This money will be double checked and organised with the aims of depositing it over the summer. All records and receipts will be sent to the clerk once this is completed.

Future Plans for Banwell YC

We have a great summer of activities planned as well as our upcoming residential. The aim of our summer sessions is to gain younger members interest in the club this is also a great opportunity for our current YP to engage with younger people that potentially look up to them. We have also expressed to the YP if they are unable to attend our sessions in the summer and need support, we will be contactable through our social media pages.

Alli has contacted Banwell school. She is putting together a short talk ready to offer the year six pupils the new junior sessions when the school goes back in September.

If numbers continue to grow in the juniors, we will be able to offer two separate sessions on a Tuesday.

Feedback from YP

The YP have expressed their enjoyment and coming to sessions weekly and that they are comfortable in talking with the team about their lives, school etc. Although the club suffered due to the Pandemic it has shown that by offering online zoom sessions and one-one sessions throughout, has helped the team to maintain positive relationships with all the young people that attended before. All members have returned, some more often than others.

- One young member thanked a member of staff for helping with how to approach her sexuality.
- One member thanked staff for talking through a difficult friendship situation, helping her to voice her frustration without losing her temper. Also, to understand that it's ok to disagree on subjects you are passionate about.
- One young member was finding it tough with homelife. Staff offered her support networks for young people, and she was able to talk through a situation with a professional. This young person sent a thankyou message over the summer to thank the member of staff.
- One young member was struggling with being bullied by someone she thought was a friend. Staff explained that it wasn't ok and addressed the issue in a group environment, so the young person wasn't singled out. Young people discussed how it felt to be bullied and being the bully. The young person thanked the staff for being discreet and told them that the bully has stopped.

Summary

Our face-to-face sessions are continuing to thrive at the moment, with the active promotion through Banwell primary school and Churchill as well as the new memberships over the summer will increase enough to offer a session for both the Juniors and seniors before the end of this year.

Banwell Youth Club Summer sessions 2021

What have we been up to?

Prior to the summer holidays starting, the team were commissioned to run 5 planned summer sessions through the summer holidays.

The activities included -

- Bubble fun in which the YP made their own bubble wands, experimenting with shapes
- Summer BBQ with garden games such as limbo and ring toss.
- Boat races. Building a boat using recycled materials then testing them.
- Water fun themed session and designing a new logo for the youth club.
- Group mosaic project which we will be continue on throughout the new term at youth club.

The main reasons for the session was to offer local children the opportunity to have activities throughout the summer but to also promote the youth club so we can build up the membership.

All of the YMCA team had the opportunity to work at different sessions throughout the summer and this allowed new and potential members to meet all of the team and begin to build positive relationship, so they felt safe and welcomed with the opportunity of joining the youth club in September.

During these sessions we have seen familiar faces that attend during term time as well as a few newer/younger young people.

Attendance

Week 1 – 4

Week 2- 3

Week 3- 2

Week 4- 6

Week 5- 3

Reflecting on the interaction and engagement of local YP, the team has expressed disappointment as numbers were lower than expected despite advertising. The team shared the poster on scout and football social media platforms as well as our own platforms alongside the Banwell pages.

Through conversations with the YP we have established that a lot of our regular members had active social schedules and prior commitments throughout the holidays. Many of existing member were also honest and said they didn't want to attend if younger children would be attending. This attitude was addressed at one of the sessions by staff.

Having done some research in other areas where we work it has become very apparent that some families (due to some Government restrictions in place) were still very apprehensive about mixing with others for different reasons as follows-

- A case of covid was present within the sessions, this could affect their family/working bubble
- A case of covid present within sessions could stop families from being able to go on holiday.

Behaviours and attitudes

YP have continued to be polite and courteous during sessions. However, it has become apparent that a minority of the older members were not completely comfortable with the idea of having new and younger members in sessions. This was addressed by having conversations with the YP on their feelings as well as explaining to them that it is important to have younger members attending as they may need support to as they transition to Secondary school but also as they will be the next generation of members once the current group of older YP begin to move on to jobs or further education.

Future Plans

Despite low numbers, I think this could work again, however maybe working alongside other agencies to provide a free packed lunch, so children get a meal with the activities. This model has worked in other areas of N Somerset. I would be happy to explore this some more with Liz Shayler.

Feedback from our new YP-

- One YP expressed their enjoyment for particular activities such as the water fight
- Another young person said they enjoyed the boat making session.
- Two of the YP said it was great to be able to hang out with friends without parents and restrictions.
- Parents also told staff that the YP had enjoyed the sessions at drop off times.

Summary

The YP who attended sessions over the summer have been happy with what has been offered to them. Although low numbers attended, those that did really enjoyed the variety of activities available.

Some more work needs to be done to improve the relationships between the existing members who have supported the club for over a year and new members, so they do not feel pushed out by the new members.

This was the first time this project was commissioned, and the Youth team believes that this could grow into a regular summer offer with a little more work.



YMCA enables people to develop their full potential in mind, body and spirit. Inspired by, and faithful to, our Christian values, we create supportive, inclusive and energising communities, where young people can truly belong, contribute and thrive.

YMCA –REVIEW OF PERFORMANCE

Period under review 7th September 2020 to the 6th 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, 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

Signed.....

Date.....

DRAFT

Clerk's report/Exchange of information

i) **White Lines**

These have now been completed.

ii) **Signage & basketball net**

New signage has been bought and erected including first aid signage, evacuation point, warning stairs.

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. This has meant a vast increase in natural daylight into the building. The lights are not having to be used as frequently. The new doors have also meant a reduction in heat loss so it is hoped this 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 although the cheaper quote is being relooked at due to a change in some products. Currently grant funding of £4000 is being applied for to support the installation of this but we won't hear until late autumn.

Heatpump – £39,951.81.

Given the YCC only spends about £800 a year on gas for the heating (pre-covid) then if we never used gas again (thought would need to be given to the removal of the LPG gas tank and the associated costs for disconnection and removal) 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 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 we might want to get rid of the LPG gas tank, from a practical point of view we probably want 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 just offset the gas.

PV Panels - £20,852.46

I have investigated the Rural Community Energy fund. However, it was felt 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.

v) **You Can Do I.T.: Digital Skill For Employability**

Brief Description of Project: To support the COVID recovery plan across Banwell, the Parish Council wish to set up infrastructure to run a new set of digital training sessions and workshops at the Youth & Community Centre (YCC). The training sessions will cover a range of topics for example, digital CV skills, applying for jobs online, how to search for jobs, online training but also to help residents to access online services, such as health and leisure. The sessions will largely focus on bridging the digital divide which is the gap between those who have access to the digital world and those who do not. Individuals without digital skills are facing inequality regarding access to employment, health and leisure, an issue being highlighted further by COVID-19 lockdown. The aim will be to run the skills sessions alongside a coffee morning to provide a welcoming atmosphere with refreshments. The workshops will be held in collaboration with the local Church with a hope of joint partnerships e.g. North Somerset Council with their 'get Connected' digital training scheme or their Community Learning, who provide a range of courses to

help improve digital skills. The success of the project will be regularly assessed initially by the number of people attending the skill sessions. If successful in obtaining regular participants, future surveys will be undertaken to find out if the skill sessions improved participants employability. Whilst it will initially run for 6 months where demand exists then we would like to continue these in the future. We communicate with our community digitally using Facebook, twitter and our website. However, we recognise that not everyone uses the internet, so we also use the noticeboards, targeted leaflet drops and the local Parish Magazine which goes to every property in the village.

We believe that this project supports both funding priorities and all three aims. The Youth and Community Centre has previously supported a range of community activities for example Forest School, Youth Club, fitness groups, coffee & chat group and community events. With improved digital infrastructure we propose to offer these facilities to our current users for example Youth Club to widen their opportunities from an employability perspective but also for health and leisure. We also aim to widen the activities currently occurring in the building both face to face and digitally along with addressing emerging needs such as encouraging digital inclusion and employability courses, etc. We hope by doing this that we will build resilience within the community.

At the beginning of the pandemic the Parish Council set up the Covid Emergency Plan involving a number of Co-ordinators and volunteers which still operates today. With weekly meetings with North Somerset Together, feedback from a range of parish & town councils and community groups told a picture of increasing divide between those who have access to the digital world and those who do not. Within the Parish we had residents, predominately the elderly, struggling or unable to register for services online such as 'Ask my GP', online hospital appointments and Citizens Advice, which lead to the Parish Council setting up a 'Zoom booth'. Banwell is one of only two villages in North Somerset which ranks in the lowest 25% IMD nationally in terms of deprivation. As digital skills are fundamental for employment, it is hoped that by supporting residents with limited digital knowledge in becoming digitally confident that it will increase employment opportunities. We have a taster event, 'tea and tech', coming up in September where we hope to speak to a range of people to look at how we can tailor the digital sessions for all ages required within the parish.

Grant requested

• Projector & Screen Installation	£2870
• conference audio system	£430
• Refreshments 24 sessions	£60
• Advertising & targeted leaflet drop	£140
• laptops / tablets for training sessions x 10	£1500

This grant for £5000 was approved.

Agenda Item 9 – Additional funding for the remainder of the audio visual equipment needed for hybrid / streaming meetings

The grant request was based on calculations for the 2020/21 budget to allow the minimum needed for a hybrid meeting. Whilst this was initially felt to be enough then after a training webinar the addition of a camera would be advantageous to allow potential streaming of meetings and better connectivity for our current hybrid meetings. I have investigated the Logitech Rally Plus <https://www.logitech.com/en-gb/products/video-conferencing/room-solutions/rally-ultra-hd-conferencecam.html> The upgrade to this system means a cost of £4787 (I had a 2nd quote of 5088.24) which leaves a short fall of £1400. Our current office equipment budget for the hybrid equipment is £2400.

To discuss and agree a way forward in relation to the Youth & Community Centre

i) **Painting of the shipping container**

I tried contacting the local graffiti artist, but he never got back to me. YMCA have an artist who will work with young people for inspiration and then paint the container. The Committee are being asked for any suggestions.

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.

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.

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.

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

The Clerk met with one of the LGBT+ forum members at a virtual conference. He expressed an interest in expanding from Weston into some of the villages.

Currently Monday afternoon is kept free to enable North Somerset to run ad hoc courses in the main hall. A knit and natter group who were set up to support the Crafty Cuppa are interested in continuing to meet on a Monday afternoon. They want to encourage as many people to come as possible by advertising and not restricting membership to those who knit or crochet. Given the Parish Council are trying to encourage people to go out in a safe and covid secure way and that the afternoon is saved for North Somerset who are happy to use just the main hall then this might be an appropriate use of the reception area on a Monday afternoon.

vi) **Lightening Risk Assessment**

According to RC 35 'Protection of buildings against lightning strikes', it is not a legal requirement for all buildings and structures to have lightning protection. However, the Electricity at Work Regulations 1989 do apply to most businesses (we are not a business and do not undertake business like activities) which specifies the need for lightning protection.

To find out how at risk the YCC is from lightning strikes a full risk assessment can be undertaken. Some buildings are more at risk of being struck by lightning than others. To calculate the risk for a structure they would look at the size of a building, it's height, and the number of lightning strikes per year per mile for the area. So, a small building will be at less risk of being struck than a large one and a building in an area with a high density of lightning strikes will be more likely to be struck than one in an area with a low density of lightning strikes. The companies carrying out the risk assessment are the ones who will fit any lightning protection equipment suggested. If the risk assessment suggests we have to have equipment this, then becomes a legal requirement. Once equipment is installed this legally has to be checked annually.

I have approached one company for an indicate risk assessment quote and it is £285 (although if we were paired with another large building e.g., the Village Hall then it would be £185).

I have spoken to our Risk Assessment officer who has the following advice. The electricity at work regs, requires electrical systems to have surge protection, if the building is at risk from lightning strikes due to its height, size, or if it is in a high lightning risk area. Known as BS 62305 this is usually inspected annually, to ensure it remains compliant. Not something I think we need to be concerned with, your buildings are not high risk, metal framed or tall.

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

31 August 2021 (2021-2022)

Youth & Community Centre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
701	YCC upgrade				18,000.00	26,200.00	-8,200	-8,200 (-45%)
702	YCC repairs & maintenance				3,000.00	594.06	2,406	2,406 (80%)
703	YCC CCTV				2,000.00		2,000	2,000 (100%)
704	YCC Electricity				1,000.00	265.55	734	734 (73%)
705	YCC Gas				1,500.00	398.22	1,102	1,102 (73%)
706	YCC water				650.00		650	650 (100%)
707	YCC waste		14.25	14	650.00	293.60	356	371 (57%)
708	YCC cleaning & supplies				2,500.00	1,221.66	1,278	1,278 (51%)
709	Office Equipment inc Website				5,000.00	524.21	4,476	4,476 (89%)
710	YCC phone & wifi				600.00	257.46	343	343 (57%)
711	YCC Grass cutting		15.00	15	850.00	369.40	481	496 (58%)
712	YCC hedge, fence & tree work				280.00	110.00	170	170 (60%)
713	YCC grants & donations	1,000.00		-1,000				-1,000 (-100%)
714	YCC income	1,300.00	1,969.20	669		348.00	-348	321 (24%)
SUB TOTAL		2,300.00	1,998.45	-302	36,030.00	30,582.16	5,448	5,146 (13%)

Youth Club

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
801	YC sessions				10,000.00	2,160.00	7,840	7,840 (78%)
802	YC budget				500.00	38.23	462	462 (92%)
803	YC extraordinary activities		1,869.51	1,870	1,800.00		1,800	3,670 (203%)
804	YC Printer				500.00		500	500 (100%)
805	YC subscriptions	400.00		-400				-400 (-100%)
806	Tuck Shop	100.00		-100	100.00		100	(0%)
807	Youth Forum				200.00		200	200 (100%)
SUB TOTAL		500.00	1,869.51	1,370	13,100.00	2,198.23	10,902	12,271 (90%)

Summary

NET TOTAL	2,800.00	3,867.96	1,068	49,130.00	32,780.39	16,350	17,418 (33%)
V.A.T.		0.00			5,735.65		
GROSS TOTAL		3,867.96			38,516.04		