



Thatcham Youth Management Committee

MINUTES

For a Meeting to be held on Thursday July 26th 2018 at
7.00pm at Moorside Community Centre, Thatcham

1. **Welcome, Introductions and Apologies for absence** To Welcome those present to the meeting and receive any apologies for absence.
 - 1.1. *Present – Dave Carter, Andrea Hollings, David Seward (Berkshire Youth), Dan Carter, Olly Thorburn*
 - 1.2. *Apologies – Jason Collis.*
2. **Minutes of the last meeting** To receive and agree the Minutes of the last meeting.
 - 2.1. *Accepted as accurate.*
3. **Ongoing Activities updates from Head of Youth Activities** To receive an update from the Head of Youth Activities on all front line Thatcham Youth activities.
 - 3.1. *Attached at end of report*
4. **Moorside Community Centre** To receive update on Moorside including bookings & income over the period and takeover discussions from Thatcham Town Council.
 - 4.1. *Dan updated that nothing had progressed in terms of Thatcham Town Council taking over Moorside.*

- 4.2. *Dave update that Cleaners would be coming into Moorside fortnightly to clean all of ground floor. This has previously been done by Thatcham Youth volunteers.*
- 4.3. *Update that repairs were taking place quickly to the building when requested and Dave/Dan now have a good working relationship with West Berkshire Council on this.*
5. **Accounts** To Receive an update on the accounts
- 5.1. *Attached at end of report*
6. **Chairman's Report** – To receive an update from the chairperson
- 6.1. *Trustee & Committee Members Expectations – Deferred to next meeting.*
- 6.2. *Dave congratulated Dan on behalf of Thatcham Youth on receiving the Inspirational Club Leader of the Year award.*
7. **Future Events** For the committee to discuss any potential future events we can attend/ organise.
- 7.1. *We would look to do something in Thatcham Broadway to advertise what Thatcham Youth does and attract volunteers.*
- 7.2. *Dan raised that we had been invited to the Mum to Mum market, which was currently September 8th, however this clashed with Roller Disco. ACTION – Dan to speak to organiser and re-arrange date of attendance for Thatcham Youth.*
8. **Summer Family Fun Day Update** To Receive an update on the planning for the summer family fun day taking place on August 21st.
- 8.1. *Dan updated that everything was on track for the Summer Family Fun Day. Berkshire Youths SPLAT team are booked to come along, two bouncy castles have been booked, a face painter and a range of arts & crafts will be on offer.*
9. **Berkshire Youth Proposed Service Level Agreement** To Receive and consider a service level agreement with Berkshire Youth for 2018/19
- 9.1. *This was discussed and agreed in principal, with some feedback points to be sent to Berkshire Youth before final copy produced for next meeting to be signed.*
10. **2019/20 Staff Pay Increase** To receive and consider a proposal from the Head of Youth Activities regarding a pay increase for staff from the next financial year
- 10.1. *Proposal received to increase all staff pay by 50p an hour from 2019/20 financial year. This was agreed and passed by committee.*
11. **2019/20 Budget Consideration** To Receive and consider the proposed budget for Thatcham Youth's Core activities for the 2019/20 financial year.
- 11.1. *Budget put forward and agreed.*

12. **Business Plan** To receive and consider a draft business plan for Thatcham Youth to cover the years of 2019-2022.

12.1. *This was accepted in principle with some minor amendments. ACTION – Dan to make amendments and bring to next committee final version.*

13. **Change of G-STAX & Vision Youth Club Timings** – To Receive and consider a proposal from the Head of Youth Activities

13.1. *This was considered by committee and on recommendation of Dan, the proposal was rejected following feedback from parents.*

14. **Any other business**

14.1. *Dan queried with David Seward about detached youth team and if they were out on streets and Thatcham Youth & other groups struggling to engage with them. David advised they are working the streets and engaging with young people, asked if contact is wanted and not getting a response to contact David.*

14.2. *Discussed advertising avenues. ACTION – Dan to mock up draft advertising board and contact Thatcham Football Club. Update – Have attempted contact with Thatcham and no response received from them.*

14.3. *Dan raised about contents insurance for Thatcham Youth belongings. Dave advised we don't have this, only public liability ACTION - Dave to look at cost of contents insurance.*

14.4. *Dan raised Thatcham Youth having its on activity schedule for trips etc. outside of youth groups. ACTION – Dan to work with Rachel on building the activity programme and present at next meeting. Budget of £200 to subsidise trips approved.*

15. **Date of next meeting**

Thatcham Youth – Head of Youth Activities Report

Vision Youth Club

Vision Youth Club has continued to be the flagship activity for Thatcham Youth. Whilst our attendances were still good with an average of around 35-40 over the last couple of months, attendance has dropped in weekly and monthly comparisons to the same period last year. This can be accredited to the exceptionally hot weather, with more people going away.

The club offers a variety of activities still based around arts & crafts, sport, music and baking & cooking; with guest speakers regularly welcomed.

Staff and volunteer wise the staff are performing well and are happy at the club. Our volunteer numbers have increased with more young volunteers joining the club recently and engaging well.

In terms of funding the club is fully funded for until March 2019 and has £3,000 secured for 2019/2020 via a YAPP Grant. An assumption can be made that TTC will offer another three years of funding for 2019-2022 as it has done since 2010 but this cannot be relied upon.

There have been no major injuries or accidents that are RIDOR reportable in the last few months and no major issues around behaviour.

G-STAX Youth Club

The G-STAX Youth Club continues to offer a range of youth provision for ages 11-13 and we have seen a slight increase in attendance, going from around 8-12 per week to 15-20 per week. Whilst a small increase things are looking positive for the club.

The young people coming along to the club have played a major role in agreeing activities offered, with a preference shown towards sports and food activities. We still offer some arts & crafts and again follow the recommendations of the young people.

Staffing at the club remains the same, however we have lost Gemma our main volunteer at the club which means we no longer have any Monday night volunteers.

Club requires an approx. £1,500 for the remainder of 2018/19 financial year.

Movie Evenings

The Movie Evening attendances have dropped off recently to around 15-20 per movie over the last two movie evenings. The evenings will not run in July or August but will be back in September. I think it would be wise to review how these go in the coming months to see if we continue to run them.

Funding has been secured to the end of 2018/19 financial year.

Finance Report

2018/19 Financial Summary to 19 Jul 18

	YTD	Inters	Vision	M	E
Opening Balance	26741.86	5324.00	3371.00		
Income	9078.69				
Expense	8312.40				
Closing Balance	27508.15				
Funds not Yet Received					
Thatcham Town Council	3000.00				
TTC - Roller Disco	2000.00				
Bills not yet received/Prepayments					
Wages Costs Apr-Jun (est)	3000.00				Assume 6000 for 6 mo
RD Hall Hire	120.00				
RD					
Effective Balance	29388.15				

Includes

Inters Funding	5324.00
Vision Funding	3371.00
Roller Disco subsidy	1400.00
Movie evenings	1723.89

Working Balance	17569.26
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Growth in Working balance from beginning of year due to share of Moorside hires and small profit on Tuck