

Public Document Pack  
**Witney Town Council**

**Mrs Sharon Groth FSLCC fCMgr**  
Town Clerk

**Cllr Duncan Enright**  
Mayor of Witney



Town Hall, Market Square  
Witney, Oxon  
OX28 6AG  
Tel: 01993 704379  
Fax: 01993 771893  
E-mail: [info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)  
[www.witney-tc.gov.uk](http://www.witney-tc.gov.uk)

17<sup>th</sup> February 2020

To: Members of the Youth Services Working Party - *J Aitman, L Ashbourne, T Ashby, D Enright and A Prosser*  
(and all other Town Councillors for information)

You are hereby summonsed to a Meeting of the **Youth Services Working Party** to be held in the Gallery Room, The Corn Exchange, Witney on **Monday, 24th February, 2020 at 4.00 pm** for the transaction of the business stated below.

**AGENDA**

1. **Apologies for Absence**

To consider apologies for absence.

2. **Declarations of Interest**

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **Minutes** (Pages 3 - 6)

To receive and consider the minutes of the Working Party held on 20 January 2020.

4. **Existing Provision and Gaps in Existing Provision**

To discuss with invited guests the current provision in terms of type of support and ages, and to identify areas where there are currently gaps and areas of need.

5. **Town Council Assistance**

To discuss how the Town Council could help/support existing or new provision in terms of the Council's estate, network and earmarked funding and make recommendations to Council.

A handwritten signature in blue ink, appearing to read 'S. Groth'.

Town Clerk

This page is intentionally left blank

**YOUTH SERVICES WORKING PARTY COMMITTEE MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Monday, 20 January 2020**

**At 5.00 pm in the Gallery Room, The Corn Exchange, Witney**

**Present:**

Councillor L Ashbourne (Chair)

Councillors:	J Aitman T Ashby	D Enright A Prosser
Officers:	Nicky Cayley Adam Clapton Polly Inness	Democratic Services Officer Office Manager Communications & Events Officer
Others:	# members of the public.	

**1 ELECTION OF CHAIR**

Members proposed and elected Cllr Ashbourne as Chair and Cllr Ashby as Deputy Chair.

**RESOLVED:** that Cllr Ashbourne be elected as Chair for the ensuing municipal year and Cllr Ashby be elected as Deputy Chair for the ensuing municipal year.

**2 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

**4 VERBAL REPORT FROM CLLRS ASHBOURNE, AITMAN AND THE TOWN CLERK**

Cllrs Ashbourne and Aitman provided an update on progress so far, with the Events and Communications Officer explaining what had happened at the Youth Forum, prior to this meeting. This had led to the proposed terms of reference.

Cllr Aitman had met with Got2B which was a fledgling youth worker project. It would be applying for OCC funding which would be split between Carterton and Witney. Currently the project was successfully running a Youth Café at The Coffee Shed on The Leys. The project was backed by Ruskin College, which had offered to send some of its youth work students along on placement. Cllr Ashby said that the scouts were hoping that Got2B would be able to speak to them by April.

The Chair had met with Lyndsey from Aspire, which works with 17 -21-year olds who have been out of education for at least 6 months. Aspire doesn't have a drop-in centre, making it hard to reach people. They had considered using the Corn Exchange but they needed privacy.

The Chair had met also met with Heather McCulloch, Healthy Communities Manager at WODC, who felt the Working Party should have a 0 – 21-year focus with ages grouped together e.g. 0 – 2, 3 – 5 etc. There was a big gap in provision for 11 – 15-year olds.

Cllr Aitman had also met with Homestart, who ran an open playgroup but also one for young mums and dads. Early intervention was important. She added that Cllr Andrew Beeny at WODC was the new Youth Champion.

**RECOMMENDED:** that the update be noted.

## 5 **REMIT AND TERMS OF REFERENCE**

The Committee received and considered the remit and terms of reference for the Working Party.

Cllr Ashbourne set a timeline of 6 months for the Working Party to allocate its funds. All grant applications should be reviewed at once to ensure that everyone had the same opportunity.

Invited Stakeholders should be able to help the Working Party set the criteria for the grants.

Members were keen to develop an infographic detailing services available, hopefully to go onto the Council's website an app. The committee discussed how a Youth Forum might be one of the outcomes of the Working Party, which might be able to take ownership of an infographic.

**RECOMMENDED:** that the remit and terms of reference be agreed as follows: -

- a) That Witney Town Council works with partners to support and help fund deliver a model of Detached Youth Work across the Town, through a commissioned service. Identify with all relevant groups to create a strong network - for example existing place-based youth work such as Cogges, and understand provision already available and what is needed;
- b) That the Youth Working Party if appropriate co-opts community members, to develop the model for delivering Youth Work, identify outcomes and look for opportunities to grow provision. This group should include representatives from Aspire, Got2Be, and Homestart, and also Heather McCulloch from West Oxfordshire District Council, Lucy Cullen and Rod Walker.

### Support

- a) Witney Partnership of Schools and Abingdon & Witney College projects to promote adolescent mental health and community engagement;
- b) Guideposts project to recruit volunteer mentors to support vulnerable families with school-age children (complementing Homestart's work with families with pre-school children);
- c) Synolos and Aspire projects to support NEETs;
- d) The work of Lucy Cullen via the OCC Children and Family Centres, supporting young people and their families impacted by drug and alcohol misuse.

Liaise with WODC

- a) Youth Forums
- b) Community building strategies

The Working Party also agreed to extend its remit to “Children and Youth Services”.

6 **TO AGREE THE NEXT STEPS**

The members discussed how to proceed and what next steps should be taken.

**RECOMMENDED:**

- 1) to set six-month timeline for allocation of funding available from the Town Council;
- 2) to invite stakeholders from the list of attendees from the Youth Forum – the Events and Communications Officer would circulate this to members;
- 3) invites stakeholders would help the Working Party set the criteria for grants;
- 4) to invite grant applications from groups which would all be considered and evaluated on one date towards the end of the six-month period.

7 **FREQUENCY OF MEETINGS AND DATE OF NEXT MEETING**

Members considered when the date of the next meeting should be. It was agreed that 1 meeting with stakeholders and 1 meeting of just the Working Party elected members should be appropriate as it was a “Task and Finish” group.

Members agreed to delegate the timing and date of the next meeting to Officers to arrange.

**RECOMMENDED:**

- 1) that 2 further meeting should be held as this was a “task and finish” group – the first with invited stakeholders and the second with just members;
- 2) that officers contact stakeholders to be invited to ascertain the best time and date for them.

---

The meeting closed at: 5.51 pm

---

Chair

This page is intentionally left blank