



**WITNEY**  
TOWN COUNCIL

Minutes of the meeting of the Witney Youth Council held At 4.30 pm in the Gallery Room,  
The Corn Exchange, Witney on Monday 18<sup>th</sup> November 2024.

**Youth Councillors Present:**

Eight Youth Councillors

**Witney Town Youth Council Mentors Present:**

Cllr J Aitman  
Cllr G Meadows  
Cllr S Simpson  
Cllr R Smith (Witney Town Council Leader)

**Witney Town Council Officers Present:**

A Clapton – Deputy Town Clerk  
A Hathaway – Business Administration Apprentice

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Prior to the first meeting of the newly reformed Youth Council, introductions were made and the Deputy Town Clerk advised how the meeting would run.

The Councillors in attendance were Youth Council mentors and were there to guide and answer questions. Officers advised Members this was their opportunity to provide a voice for young people in Witney and the Town Council would try and bring about their ideas and suggestions.

**1. Election of Chair & Vice Chair**

Youth Councillors discussed the role of the Chair and those wishing to stand for those positions until September 2025 were nominated. With the majority of Youth Councillors in favour, it was;

**Resolved:** That, \*\*\*\*\* be elected as Chair of the Youth Council and \*\*\* as Vice Chair.

**2. Apologies for Absence**

An apology for absence was received from Youth Council members \*\*\*\*\* and \*\*\*\*\*.

**3. Declarations of Interest**

Youth Councillors were advised that if any knew anyone or had any involvement in any of the items being discussed at the meeting, they should say it at this point.

There were no declarations of interest.

#### **4. Youth Council Terms of Reference**

The Youth Council were provided with a copy of the Youth Council's terms of reference which outlined its rules and how it would run.

**Resolved:** That, the terms of reference be noted.

#### **5. Election of Secretary & Assistant Secretary**

Youth Councillors discussed the role of Secretary and those wishing to stand for those positions until September 2025 were nominated. With the majority of Youth Councillors in favour, it was;

**Resolved:** That, \*\*\*\*\* be elected as Secretary of the Youth Council and \*\*\*\*\* as Assistant Secretary.

#### **6. Election of Treasurer & Assistant Treasurer**

Youth Councillors discussed the role of Treasurer and those wishing to stand for those positions until September 2025 were nominated. With the majority of Youth Councillors in favour, it was;

**Resolved:** That, \*\*\*\*\* be elected as Treasurer of the Youth Council and \*\*\*\* as Assistant Treasurer.

#### **7. Election of Media Officer & Assistant Media Officer**

Youth Councillors discussed the role of Media Officer and those wishing to stand for these positions until September 2025 were nominated and presented their cases due to the importance of the role. With the majority of Youth Councillors in favour, it was;

**Resolved:** That, \*\*\* be elected as Media Officer of the Youth Council and \*\*\*\*\* as Assistant Media Officer.

#### **8. Witney Town Council Projects**

A list of projects Witney Town Council were currently working on and dates for future events were provided to the Youth Council. Members would be able to get involved with some of these in the future.

Two members showed interest in supporting a Christmas Light Switch-On event for carers in the Corn Exchange on 29<sup>th</sup> November. They also raised the idea of giving out hot chocolate and baked goods during the event outside the café as a fundraising opportunity. The group considered food health and safety laws and decided to focus more on hot drinks. Additionally, a Member raised the idea of handing out information about the Youth Council as they worked.

Card readers were also discussed as well as cash sales. A Member spoke about card reader apps used on mobile phones. Another Member highlighted that machines were more secure. Officers agreed they would look into this but there may not be time before the event to arrange.

Members were also asked if they would like to nominate any young citizens of the year or add something into a future edition of the Town Council's newsletter.

**Resolved:** That, Members help out at the Christmas Lights Switch-on event by hosting carers and run a fundraising stall if time allowed.

## **9. Projects, Ideas & Objectives for 2025**

A Member proposed to create a new logo for the Youth Council.

A Member raised the idea of defibrillator training sessions for young people to learn how to use the equipment. Cllr R Smith referenced Bleed Kits which were being discussed in a separate council meeting and Members supported them being installed.

The Chair spoke about previous plans to hold a Winter Fair for young people to join in over colder months as the Advent Fayre was discussed as being focused more on primary aged children. A Member noted that it may be too cold to host the event outside.

The Chair asked Officers whether a survey could be held to ask the residents of Witney, and particularly the younger residents, their ideas for events the Youth Council could hold. This was agreed to be looked into, and that the Media Officer could take this on in designing the survey.

The Members discussed the best communication methods for the younger demographic, such as billboards, posters, and social media. Members were made aware of planning and land ownership, noting that posters could only be placed on Witney Town Council Noticeboards.

The Deputy Town Clerk spoke about the Youth Council possibly contacting local representatives from the District Council, the Neighbourhood Police Team, the MP, Charlie Maynard, and the Council's Biodiversity Officer – several had already shown an interest in coming to speak with them. A Member brought up the idea of contacting the MP and collaborating on social media through a litter picking event. The Chair agreed that a meeting with local stakeholders would not only help spread the knowledge of their future events but also help inform the Youth Council in the future.

A Cultural Fair was discussed by the Members as a good way to bring different cultures together and teach residents of Witney. A Member brought up the idea to host it in a school where young people would be naturally, however another thought that it might exclude other groups of people.

On the topic of schools, Members discussed handing out posters and spreading the news of their future events through word of mouth during school time. A Member talked about the Morning Slides at Woodgreen School, a way to share information to all classes in the morning, and the Daily Diary at Henry Box School. Both were considered to be utilised through sending a poster. There was also discussion about a projector in the town which might be something the Youth Council could fundraise towards.

A Member asked whether permanent football goals could be installed on The Leys pitch in a small cornered-off area. The Deputy Town Clerk explained that the pitches were rented by multiple sports teams and that this would not be possible. The Member then brought the idea of a sports Open Day, where the Youth Council could book the Leys and hold a sports event for young people.

Continuing with sports, a member spoke about holding a Cancer Awareness Run on The Leys for charity fundraising. The Chair asked the group whether there were any additional charities members wanted to raise money for. The British Heart Foundation and charities involving poverty in other countries were raised.

Due to timing, the discussion came to a close.

**Resolved:**

- That, a new logo for the Youth Council be created by the Media Officers and,
- That, Defibrillator training for Members is explored by Council officers and,
- That, the Youth Council agrees bleed kits should be installed by the Town Council and,
- That, the possibility of running winter, cultural and sporting events are explored, along with a survey for young people asking what they would like to see in Witney and,
- That, local representatives outlined in the meeting are invited to speak with the Youth Council at future meetings and,
- That, communication methods of the Youth Council are explored and
- That, fundraising and awareness raising be considered for cancer awareness, the British Heart Foundation, and poverty in other countries.

**10. Items brought to members attention by the Town Clerk or Public**

There were no items brought by the Town Clerk or Public.

**11. Items for Future Agenda**

There were no items raised for the next meeting. The items above, however, would need to be discussed further.

**12. Date of the Next Meeting**

Members agreed to a poll to be sent out by Officers to decide the date and time of the next meeting in January. The Deputy Town Clerk advised it would be difficult to schedule a date and time where all Members were able to attend.

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The meeting closed at 5.40pm