



Harlow Youth Council Minutes

14 May 2007

Present

Andrea	Perry	Cllr Lee Dangerfield
Ben	Rosie	Cllr Tony Durcan
Bridget YEA	Leroy	Cllr Mural Jolles
Charlie	Ruby	Cllr Edna Stephens
Danielle	Stephen	Erica Bromage - One Stop Shop
Doris (Minutes)	Tara (Chair)	Diane Butler - Harlow Council
Georgina	Sam (YEA)	Maggie Lawlor - Rainer
Hannah YEA	Tyler	Ruth Morton - Essex Youth service
Michael	Cllr Nick Churchill	Chris Purvis - Harlow Council

Apologies

Adam	Gracie	Lonica Harlow Council/Essex
Bharat	Katie	Lynn Seward Harlow Council
Charlotte YEA	Mina	Matthew King Harlow
Darrell	Cllr Chris Millington	Council/Essex

Absent

Kelli

1. Welcome and Introductions

2. Minutes from last meeting amended to read

Sam, Ruby and Tara were present.

3. Action from last meeting

HYC Cab account A letter was sent out to the taxi company. No written response has been received. The manager has tried to contact Tony Durcan by phone.

Gateway Project When the DVD is available we will be able to see it.

Square MP Bill Rammell called a meeting at The Square and invited youth representatives from the Youth Council and the Young Essex Assembly but they did not attend. Cllr Durcan reported that he had also not attended but had heard that the meeting went well and they are investigating setting up a charitable trust so that an alcohol bar can be reinstated for the adult users on two nights per week.

Action: Cllr Durcan to send the youth councillors the date of the next Square meeting. Apologies must be given if youth Councillors can not attend.

Stunt Trail Bikes: Diane forwarded the letter to Cllr Durcan and Cllr Durcan has written to the young person inviting them to meet him to discuss their ideas.

4. Joint Leaders feedback. Cllr Durcan gave Cllr Middleton's apologies.

Election results Local election has taken place. Harlow council has 12 Labour, 12 Conservative, 8 Liberal Democrats & 1 Independent member, totally 33 adult councillors. There is a meeting this week to discuss continuing the joint administration. Bridget asked what party was Cllr Durcan.

Comprehensive Performance Assessment Cllr Durcan informed the Youth Council about the Comprehensive Performance Assessment (C.P.A). 5 years ago an external assessment was made and Harlow Council were rated 'Poor', The rating system ranges from Poor, Weak, Fair, Good, to Excellent The assessors will be visiting Harlow from the 5th July, to reassess the Council who are aiming to improve their rating. We should be moving out of the poor and into the fair. The formal inspection starts 5th -11th July.

Joint adult and youth councillor training. The newly elected adult councillors receive training. Cllr Durcan suggested that the youth councillors are invited to join their training.

Hannah suggested a social event before the training

Bridget suggested that the training be young people friendly (language, attitudes).

TD: we would have to test it; all the adult councillors are friendly.

Action: Cllr Durcan to check with the organisers and training dates to be sent to Diane.

Prague There was a visit last week for the mayor of Prague. They want to build a relationship with Harlow. A group of council officials will visit Prague later this year to develop this work. There may be an opportunity for 1 or 2 youth councillors to attend to represent the youth voice.

5. HDC feedback Apologies sent from Matthew King and Lonica. Lonica will be replacing Matthew in his role to support the youth council and the youth representatives at the Children's and Young People's Strategic Partnership meetings.

6. Skate Park Presentation Chris Purvis is the council officer working on the skate park project. Companies were invited to design the free style concrete skate park & street course with the allocated budget of £280k. 3 companies were short listed and 2 tenders were received, both massively over budget at £330k. One company has revised their design to meet our budget. Sport England has awarded a grant of £57.5k. The location will be in the town park behind the Scout hut and grounds on First Avenue. The park still requires planning permission.

Bridget asked if the park will have flood lights. This will be subject to funding. Bridget recommended applying for the Youth Opportunity Fund. Perry asked what will happen to the old Spurriers site. Chris said that a consultation is planned for May 23. The skate park should take 16 weeks to build.

7. **Dog Fouling** Last year Cllr Churchill and newly elected Cllr Dangerfield carried out a survey on dog fouling. He was particularly concerned about the dog fouling outside the local school and surrounding area. Cllr Churchill invited ideas on how to encourage dog owners to be responsible and to clean up their dog's mess. Bridget suggested holding assemblies in schools to educate the children who could then educate their parents. Cllr Churchill reported that 2 fines had been issued to dog owners for failing to clean up after their dog. Bridget suggested the Police community safety officers could issue more fines? Cllr Churchill said there was only one person doing this work. Hannah suggested supplying poo bags by bins incase owners forgot their bags. Cllr Churchill said that his son had helped to make up small bundles of free poo bags but unsupervised, people took more than one bundle. Hannah said the town needs more poo bins in the hot spot areas. Ruby suggested schools holding a poster competition during lesson time. Cllr Churchill suggested Harlow Youth Council provide a competition prize. Cllr Durcan said that the 33 adult Councillors had £1k to sponsor an event of their choice.
8. **Rainer** Maggie reported that Rainer West Essex is growing and providing more services. They are holding 2 Information days on 23 May and 25 July at 09:45 – 11.30. It will be held at Shield House. There will be talks about the services. **Action: contact Maggie if you wish to attend either day.**
9. **One stop shop** Erica reported that the refurbishment at Occasio House was almost complete. The health suite is open and the 'One Stop Shop' information centre will open shortly. The grand opening will be on 14 July between 12 and 4pm. There will be a live band and a workshop on hair and beauty. The health suite consists of two nurses and is open Monday to Saturday.

Hot desk and IT Adult councillors have given the youth councillor's permission to use the members' suite. The Youth Councillors' post trays are now located in the members' suite. Youth Councillors can also use the computer to access harlowyouthcouncil@harlow.gov.uk emails. Guidelines on how to access information and get support when using the members' suite have been circulated to Youth Councillors, who must respect the room and keep the volume down; this is a working environment. Youth Councillors wishing to access the harlowyouthcouncil emails at home require a fire pass disk. **Action: Diane to contact IT to arrange firepass for Perry, Hannah, Ben, Danni, Charlie, Georgina, Stephen, Michael, Leroy, Doris and Mina.**

10. Young Essex Assembly At the last sitting the transport group had an idea to 'Clean a bus today with the Y.E.A.' Youth parliament members and deputy MYP's discussed the possibility of swapping positions for a year. The proposal was rejected. Youth Parliament sub group agreed that young people need a better image. The YEA has purchased promotional items made from recycled materials and Bridget recommended that HYC do so too.

11. Recycling Move to the next meeting.

12. Media Box funding Perry informed the group of the Media box grant. Action: Publicity subgroup to submit an application, deadline date 22nd May 2007. Michael, Sam, Perry, Danielle and Charlie agreed to meet on **Thursday 17th at the Civic 15:30 - 18:30 Diane to book the room.**

13. Project Group feedback Each youth councillor has agreed to work as the lead person for each project for one year. Diane has produced a draft job description for each youth councillor clarifying the job and defining their role. Draft copies of the Job descriptions were handed out. **Action: Youth Councillors to agree job description and return to comments and contributions to Diane by Friday 25 May**

Adam	Police Representative
Tyler	
Charlie	Events Co-ordinator
Georgina	Health Representative
Michael	Publicity Manager
Tara	Leisure, Sport & Play Representative
Stephen	Housing Representative
Doris	One Stop Shop/Connexions Representative
Mina	Office Co-ordinator
Darrell	Education Representative
Ben	Events Co-ordinator
Danni	Web Page Administrator
Rosie	Youth Café Representative
Leroy	Youth Café Representative
Emma	
Charlotte	Environment Representative
Gracie	
Katie	Jack Petchey Co-ordinator
Bharat	Fund Raiser
Andrea	HYC Spokesperson
Ruby	Active Harlow
Perry	Newsletter Co-ordinator
Hannah	Transport Representative
Bridget	2020
Sam	Newsletter Co-ordinator

HCWAG Michael attended the Harlow Common Ward Advisory Group. They briefly talked about the kick wall being separated from the basket ball area, to enable football and basket ball to be played at the same time. The meeting discussed a 55 page document that was not relevant to the kick wall and it was agreed that youth councillors only

attend meetings relevant to youth issues. **Action: Diane to inform HCWAG of this decision**

Youth Café Harlow Kier met the young people to agree the plans. The café will be divided into three separate areas, chill, play and eat. Each area will be a different colour. A competition will be held to name the café. Hannah suggested 'Chill, Play, Eat, and a place you can meet'. An email was sent out about the building of the furnishing of the youth café. **Action: Next meeting 13 June @ 17.30**

Children and Young People's Strategic Partnership: there was a presentation on obesity levels in Harlow. **Action: Tara and Hannah to attend the next meeting with Lonica on the 14 June in the Civic centre at 16.00**

Health Georgina, Charlie and Michael met with Linna Howard from the Patient and Public Involvement Forum. Linna agreed to be Georgina's mentor during the health meetings. Linna gave the youth reps information about the patient and public involvement forum. **Action: Next meeting is 14 June at Parndon Hall 18.00**

Police meeting Adam and Stephen to attend next meeting Tuesday 22 May at the Gt Parndon Community Association centre, Abercrombie Way at 19.30

Action: Everyone should attend the meetings that they are responsible for. It is the youth councillor's responsibility to inform Diane about future meeting dates for the HYC diary and evidence attendance for the accreditation folders (examples minutes, signing in sheets, witness statements).

14. Any Other Business

2020 presentation ceremony -Tara received the 2020 young citizens awarded. The 2020 chairperson David Ellerby thanked the youth council for the work and support.

2020 public meeting. Perry was congratulated in his contribution to the 2020 public meeting. Matthew King applauded Perry for speaking up. **Action: Bridget agreed to be the 2020 YEA Representative with Andrea the HYC spokesperson.**

Transport survey. Completed surveys were given to Hannah. Doris reminded Hannah that the adult councillors would like to take part in the survey. Ruby requested a survey pad. **Action: Hannah to set up a further meeting with Diane and Ruth to plan stage 2. Doris to send Hannah the minutes of last minute with the Chief executive Malcolm Morley.**

Training Youth Councillors would like training to write a CV. **Action: Diane to contact Connexions.**

Dutch Visitors The 16 guests from Cappelle Aan Den Ljssel in the Netherlands enjoyed their visit to Harlow and would like to invite the Harlow Youth Councillors to share their experience as youth councillors and to help them set up a youth council in Holland. The group have kindly offered to pay 50% of the cost. **Action: To identify funding for an exchange visit. Diane to contact regeneration team. Bharat to identify funding opportunities and grants. Ruth to seek assistance from Essex CC.**

E mails E mails to and from Youth Councillors must be professional at all times. All comments need to be positive. Breaching protocol will be taken seriously.

Hungary summer camp Details of a summer camp in Hungary were given to Andrea and Perry to comment on by Friday 25 May.

Harlow's 60th Anniversary celebrations. Auditions for the youth concert are being held on Saturday 18th August 2007. Pre Meeting on Tuesday 29th May 2007. **Action: Stephen, Charlie, Danielle, Hannah and Doris would like to attend.**

National Bike Week Monday 18 June - Saturday 23rd June 2007

Canal boat Launch of the new boat Saturday 9th June 2007 at mid day Moorhen Marina. **Action: Charlie and Michael to attend**

Sexual Health Group Relaunch at The Square 16 May at 16:30 to discuss the issues of sexual health for young people. **Action: Georgina, Tara and Sam to attend.**

Half term Diane and Ruth will arrange for supervisions to be held on Tuesday 29 May between 12 and 6pm. This is an opportunity for you to go through your job description and to raise any issues in general. **Action: Please book your one to one session now.**

Next meeting: Monday 4 June @ Civic CR2A & 2B 18.30 – 20.00

Tuesday 29 May

One to One

11.00	Ben
11.30	Stephen
12.00	Bharat
12.30	Charlotte

13.30	Adam
14.00	Sam
14.30	Bridget
15.00	Ruby

16.00	Andrea
16.30	Hannah
17.00	Katie
17.30	Tara
18.00	Sam
18.30	Rosie