



**Annual Meeting of Lancing Parish Youth Council  
Wednesday 15th May 2019 – 7:00 pm  
Council Chamber, Lancing Parish Hall**

**AGENDA**

**1. Request for nominations for Chair of Youth Council**

**2. Request for nominations for Vice Chair of Youth Council**

**3. Apologies for absence**

**4. Public Question Time**

Members of the public will be invited to make any comments or ask any questions they wish in respect of the Youth Council’s work.

**5. Minutes of Previous Meeting held Wednesday 17th April 2019 (*attached*)**

**Recommendation** – That the Minutes of the previous meeting be approved.

**6. Improving the reputation of young people in Lancing**

YCLlr Scott attended a meeting on 11th April regarding Lancing Youth Activities and was invited to join a Working Group to meet on 25th April to form a football-themed project proposal.

**Recommendation** – That details of the Working Group’s meeting be reported.

**7. Finance**

Lancing Parish Youth Council currently has **£57.75**. £600 was earmarked reserves for the Community Garden and Allotment Project, of which £543.00 has been spent on this Project.

Income	Amount	Expenditure	Amount
Christmas Market 2018	£8.00	AMV playground solutions	£1000.00
Lancing Parish Council - grant	£600.00	Leaflet printing	£51.00
Monks Rec Play Day 2018	£22.80	Garden & Allotment Project	543.00
Café tuck shop	£4.55		
WSCC – small grant fund	£1000.00		
Christmas Market 2017	£16.40		
<b>Total</b>	<b>£1651.75</b>	<b>Total</b>	<b>£1594.00</b>

**Recommendation** – That the information be noted.

#### **8. Community Garden and Allotment Project**

YCLlr Scott is to provide details of the overall Project Plan including a timeline and an agreed planting plan based upon guidance received for planting as well as the cost of any additional plants that need to be purchased. YCLlr Churchill is to report on what Beachside Montessori Nursery have indicated to her about the planting and the watering of plants. All YCLlrs are to advise how they will be assisting with the on-going tasks related to this Project. A press release for this Project is also to be provided for when planting takes place.

**Recommendation** – That Members set out details of how this Project is to be managed.

#### **9. Recommended change to the Youth Council's Constitution**

As part of the current constitution of the Youth Council, there is a requirement for it to be reviewed annually; formally accepted at the Annual Youth Council Meeting; and then approved by the Parish Council. Attached is a copy of the Youth Council's Constitution as it currently stands and a copy with annotated text showing suggested changes for consideration.

From researching other youth councils, the qualifying ages of Youth Councillors tend to start at eleven and cease at eighteen years of age. This restriction is due to over eighteen-year olds being able to vote & to stand for election to councils. If Youth Councillors are over eighteen & unelected there can be issues regarding undue influence on a council.

**Recommendation** – That Members' views are requested.

#### **10. Recruitment**

When PC Sharon Eppy attended at the previous meeting she mentioned that there might be the possibility of Police Cadets attending Youth Council meetings and vice-versa to work in conjunction with each other plus having access to their twitter account.

**Recommendation** – That Members' views are requested.

#### **11. Promoting *Safe Haven* signs around Lancing**

YCLlr Churchill will report on the response of local traders to this including any potential difficulties that may arise before such a scheme can be put in place, particularly with regards to safeguarding. Also, a report will be given following a meeting of the Working Party in respect of:

- (a) "Safe Haven/Place" type schemes existing elsewhere.
- (b) what costs may be involved & if there any training issues regarding safeguarding that need to be addressed, which may affect the viability of such a scheme.

Following the Assistant Clerk's conversation with the Clerk at East Grinstead Town Council regarding their Safe Places scheme (<https://www.eastgrinstead.gov.uk/projects/safe-places/>) it is clear that this and similar schemes require training & clarity of responsibilities to ensure the safety of young people. Accordingly, it would be essential for any such *Safe Haven* scheme that was introduced in Lancing to have training needs identified and responsibilities

established to enable support to be given to those young people requesting it. Any difficulties that may arise before such a scheme can be put in place should be highlighted particularly with regards to safeguarding.

Interestingly, the Safe Places scheme is going to be rolled out throughout Mid Sussex in about six months by the Mid Sussex Partnership (MSP). MSP is the partnership in Mid Sussex between parish councils, the district council & other agencies, such as the police. Something similar could be set up here with the local Crime & Safety Partnership with the cost falling on to the Partnership rather than to Lancing Parish Council.

**Recommendation** – That the introduction of a “Safe Haven/Place” type scheme be put on hold until the establishment of the Mid Sussex Safe Places scheme.

## **12. Mentoring**

Members to consider what framework could be put in place whereby potential/new Youth Councillors are mentored by experienced Youth Councillors and its implications for safeguarding. Guidance for mentoring, derived from ESY’s Behavioural Policy, is set out below for consideration, as follows:

### **Mentoring of under 18s by over 18s at LPYC**

Over 18s are viewed as young adults & as such are required to observe the guidelines set out in a safeguarding policy. There is a code of conduct by which young adults are expected to abide in their dealings with young people who are Youth Councillors, as follows:

1. No consumption of alcohol or illegal substances prior to attending a Youth Council meeting.
2. No smoking or vaping during a Youth Council meeting, whether on or off the premises at Lancing Parish Hall.
3. No swearing. There is a no swearing policy at Lancing Parish Youth Council. If you are heard swearing, you will be given a warning & if you continue to do so, you will be asked to leave the premises.
4. Young adults must follow all instructions from Councillors & Officers.
5. There will be no physical contact with any young people by young adults.
6. Young adults are not allowed to share personal information (e.g. ‘phone numbers & emails) with young people at Lancing Parish Youth Council, nor are they allowed to receive such details from young people at Lancing Parish Youth Council.
7. Young adults are not allowed to contact, follow or friend any of the young people at Lancing Parish Youth Council on any social media.
8. All mentoring is to take place within the remit of the Youth Council activities. Any other meetings between young adults & young people outside of such activities is strictly forbidden.

**Recommendation** – That Members’ views are requested.

## **13. Youth Councillors’ Surgery Rota**

YCllrs to advise when they are able to attend future Parish Council Surgeries.

**Recommendation** – That Members’ availability and their views are requested.

**14. Future Agenda Items**

YCLRs, representatives and members of the public are invited to submit items for discussion at future Youth Council meetings.

**Recommendation** – That Members' views are requested.