

Thursday 26th April 2018

Please ask for J Starr - 01799 510559 - jstarr@uttlesford.gov.uk

Dear Colleague

UTTLESFORD YOUTH COUNCIL

A meeting of the Uttlesford Pilot Youth Council will be held in the Council Chamber, Council Offices, London Road, Saffron Walden on **Tuesday May 8th 2017 at 5.30pm.**

Yours sincerely

John Starr

AGENDA

- 1** Apologies
- 2** Minutes – To approve minutes of the meeting held on 7th March 2018
- 3** Elections – Elections and recruitment working group
- 4** Youth Council Constitution – Operation / Structure / Procedures
- 5** Update on the proposed training day / planning seminar
- 6** Discussion on working groups – progress / new groups
- 7** Date and time of next meeting

To: All members of Uttlesford Youth Council

**YOUTH COUNCIL MEETING held in the COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN at 5.30pm on 7 MARCH 2018**

Present: Councillor M Wolter – Chair
Councillors T Birkbeck, H Briffa, R Davey, E Reid, and I Whittle.

Officers in
attendance: B Ferguson (Democratic Services Officer) and J Starr (Community
Officer - Drugs and Alcohol).

Also present: District Councillor P Fairhurst.

YC13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Fairhurst, A Gerard and
A McHugh.

YC14 DEMOCRATIC SERVICES

The Democratic Services Officer said a new meeting management system had
recently been implemented at Uttlesford District Council and explained the
means by which meeting documentation could be circulated and uploaded onto
the Council's website. He said there was an opportunity for the Youth Council to
have its agendas and minutes published on the website, but Members had to be
aware that this would make such documents available in the public domain.

YC15 CERTIFICATE – RECOGNITION OF PARTICIPATION

The Community Officer presented a draft Certificate and sought Members views
on wording and style. Members agreed that the certificate should only be
awarded to Members who had attended six meetings and above, and would state
what working groups the Member had been involved in, as well as noting any
Chair or Vice-Chair positions held.

The Community Officer said he would produce a number of example Certificates
and would present them at subsequent meetings so Members could decide.

YC16 WORKING GROUPS

Elections and Membership Working Group

Councillor Birkbeck said it was important to raise awareness regarding the Youth
Council in Uttlesford as he wanted each election to be contested.

Councillor Fairhurst said he could arrange for an assembly to take place at the Newport Joyce Frankland Academy but would like two or three youth councillors to accompany him.

Councillor Briffa said it was frustrating that elections were being postponed at schools and it would be helpful if there were a definitive timeline.

The Community Officer said he recognised that holding elections was problematic and the constitution should be amended to allow Youth Councillors to stand for two years, instead of one, and that elections should be staggered to ensure there was a degree of continuation within the Council.

Councillor Briffa said he would join the Elections and Membership working group.

Communications Working Group

Councillor Whittle said the Communications working group had not met since the last meeting but she still wanted to contact the press to advertise the recently established Youth Council.

Councillor Reid said she would draft a press release before the next meeting and send it to the Community Officer who would circulate with Youth Councillors for approval.

YC17

ANY OTHER BUSINESS

Councillor Fairhurst said the Youth Council should consider establishing a number of other working groups, focusing on issues such as Housing and Employment.

Councillor Birkbeck concurred and requested that the establishment of a Housing working group was put on the next meeting's agenda.

The Community Officer ran through a number of upcoming events relating to the Youth Council:

21 March – Youth Work Celebration Evening

The Community Officer invited Councillors to the event celebrating youth work in the local area.

22 and 29 August – Young People Event

The Community Officer said he would email proposals for an event to members of the Youth Council and asked them to provide feedback.

14 April – Youth Council planning workshop and Youth Essex Assembly induction

Councillor Reid asked whether she could invite a representative from the 'Stop UDC' group, who were opposed to building the garden settlements as proposed in Uttlesford's Local Plan. She said this would give Youth Councillors a balanced picture on local planning issues as the Development Manager at UDC would also be invited.

YC18

DATE OF NEXT MEETING

The date of the next meeting had been previously agreed as 8 May 2018 at 5.30pm.

The meeting ended at 7.45pm.

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