

Tuesday 26th June 2018

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

Dear Colleague

UTTLESFORD PILOT YOUTH COUNCIL

A meeting of the Uttlesford Youth Council will be held in the Committee Room, Council Offices, London Road, Saffron Walden on **Wednesday July 4th 2018 at 5.30pm.**

Yours sincerely

John Starr

AGENDA

- 1 Apologies
- 2 Minutes – To approve minutes of the meeting held on 8th May 2018
- 3 National Democracy Week
- 4 Youth Council Constitution – Electoral term / Speaking at Council / Co- option
- 5 Discussion on the proposed Housing / planning seminar
- 6 Update from working groups
- 7 Date and time of next meeting

To: All members of Uttlesford Youth Council

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**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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**YOUTH COUNCIL MEETING held in the COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN at 5.30pm on 8 MAY 2018**

Present: Councillor J Reid – Acting Chairman
Councillors T Birkbeck, H Briffa, R Davey, A Gerard, A McHugh, E Reid and I Whittle.

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

Also present: District Councillors A Gerard and P Fairhurst; and former Youth Councillor C Yallup.

YC19

APOLOGIES

Apologies were received from Councillor Wolter. Councillor J Reid acted as Chairman in her absence.

YC20

ELECTIONS AND RECRUITMENT WORKING GROUP

Councillor Birkbeck provided an update on the work of the Elections and Recruitment working group, which had met a number of times since the last Youth Council meeting. The working group had drafted guidelines for schools who wanted to hold elections and this document was tabled for Members' consideration.

The Youth Council discussed the election guidelines and there was agreement that if the draft was to be distributed to schools, a change to the Youth Council constitution would be required.

The Community Officer said the Young Essex Assembly (YEA) could possibly help in the task of running elections, and their advice could be sought when the Youth Council held its training and YEA induction session. He said the proposal would require a change to the constitution and advised councillors to seek legal guidance before confirming the amendment.

AGREED to seek the legal advice of the Assistant Director – Governance and Legal Services on the constitutional change to the elections procedure.

As well as drafting guidelines, the Elections and Recruitment working group had produced an 'Elections pack' that could be distributed to schools. The pack would contain election aids, such as guidance, posters and communication materials, which would help student bodies hold elections in their respective schools.

Communications

Members accepted the invitation of District Councillor Fairhurst, who had offered to take members of the Communications working group to see a journalist at the Saffron Walden Reporter.

Mental Health

The Community Officer said he could arrange a meeting with the Council's Communities team, who were working with mental health organisations that went into schools to educate pupils on the issue of mental health. He said the Communities team would be keen to hear the views of the Youth Council and there was an opportunity to have a real input on policy in this area.

Councillor Whittle said the Community Officer should contact the Child Adolescent Mental Health Service (CAMHS), which specialised in young people's mental health.

Plastics

District Councillor Gerard said the Scrutiny Committee had recently discussed the issue of recycling and the views of the Youth Council were welcomed. He said a trip to the District's recycling facility was also a possibility.

The Youth Council discussed plastics, and the broader subject of recycling. Litter picks, recycling schemes and requesting retailers to ditch plastics were all mentioned.

Members agreed to put plastics, and the proposition of a dedicated working group, on the next agenda.

YC24

DATE OF NEXT MEETING

The date of the next meeting was agreed as 4 July at 5.30pm.

The meeting ended at 7.30pm.

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