

MINUTES OF A MEETING OF THE LEISURE AND AMENITIES COMMITTEE OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 13th SEPTEMBER 2017

Present: Councillors Mrs L Hingley (Vice Chairman), N Other, Mrs C Allen, P Wooddisse; co-opted member J Glover and Mrs M Rogers

1. APOLOGIES FOR ABSENCE

Councillors, G Mander, Mrs D Geoghegan, H Williams (Ex-Officio), J Irving Bell sent their apologies for the meeting.

Councilor J Cutler (Chairman) was not in attendance.

2. DECLARATIONS OF INTEREST

None were declared.

3. MINUTES OF THE PREVIOUS MEETING OF THE LEISURE AND AMENITIES COMMITTEE

The minutes of the meetings of the Leisure and Amenities Committee held on 26th July 2017, having been circulated previously, were approved and signed as a true record of the proceedings.

4. MATTERS ARISING FROM THE MEETING

FP3 is still waiting to be repaired, the Clerk has suggested to ROW that scaffold planks may be used and also requested part of the path be reopened. We are still waiting for the Bridges team to repair the bridge.

5. FUTURE PROJECTS

5.1 Youth Drop in Cafe

Following a meeting of the sub Committee the following notes were taken:-

Members discussed the proposal to employ a specific youth leader to run a youth drop in café. Due to the costs involved, this is not a viable option.

Therefore members returned to the original idea put forward by Mrs R Davies, re having a youth café run by volunteers on a Tuesday evening at the KSCA.

Action points to progress this project:-

Confirm that the KSCA is still available and at what cost- JSS

Confirm that Karen Bayliss would still be willing to run a tuck shop - JSS

Seek advice / guidance from Josh Armitage SSCYS – JSS

Speak to Lucy Cox Youth - JC

Seek advice and information from John Pedley – NO / JC

Ask contact network from people known and partners that attended previous meeting to see if they can help run the sessions? – All

Look to raise funds to cover the initial room hire costs, raise further funds from entrance donation of £1.

6 months trial period to see numbers attending and evaluate the success of the project.

Age group target 11 to 16

Talk to experience youth volunteer working with group at Wollescote S'B Andy Taylor - JC

The Clerk reported that she had spoken with the Chairman of the KSCA and she had agreed that a Tuesday evening is still available, they would be able to run a tuck shop for the purchase of soft drinks and sweets etc. The PCSO's would also try to be in attendance and work from this location on a Tuesday to engage with the youths further. The cost is £8 per hour for the bar area, which is ideal for a café as it has tables and chairs already in situ. The KSCA have superfast broadband which would be available to be used.

Councillor J Cutler proposed and Councillor N Other seconded to **Recommend** to the Parish Council / Finance Committee that a Youth Café is set up to run on a Tuesday evening at the KSCA between 7-9pm for a trial 6 month period. The facility will be run by volunteers with the initial entry cost of £1, and the cost to the council would be £400.

NB The Committee are checking if DBS checks are required, 3 of the volunteers hold these already and this will be updated at the Council meeting.

This was agreed.

The above recommendation is going to the Finance meeting, However the Clerk has investigated the situation re DBS checks.

The following has been received from the District Council:-

"Hi Jenny,

Can you provide me with some further detail such as:

- a) Where the café might be
- b) What the children/ young people will be doing
- c) Role of the staff/ volunteers
- d) Numbers expected
- e) Days/ times it is planned to open
- f) Number of volunteers

My general advice is that:

- 1) Generally -caring/ supervising a child is a 'regulated activity' but only if done *regularly* i.e. more than once a week or more than 3 times a month. If it is regular the adults need an enhanced DBS check.
- 2) It is sometimes possible for an 'employer'/ voluntary organisation to carry out an 'updating' check on an individual who has an existing DBS however the role they are currently working in has to be the same as the role planned for them in the café. They would need to join an update service.
- 3) Volunteer checks are free – if they are supervised however (by someone with a DBS) at all times then they do not need to have a check. However I think that best practice is

to secure a DBS for all volunteers as you never know when the supervisor may not be able to attend.

- 4) The PC would need to use an 'umbrella body' to carry out the checks – they normally take about 8 weeks.

I can offer further advice when I know more. If the PC are behind this then there'll need to be safeguarding policies etc.

David “

“Hi Jenny,

Based on what you said:

- “a) Where the café might be – KSCA bar area – no alcohol would be served soft drinks and snacks
- b) What the children/ young people will be doing just using Wi-Fi it's a dry meeting point
- c) Role of the staff/ volunteers just to be there in case of problems
- d) Numbers expected we don't know but less than 15 to 20 its not worth doing it...
- e) Days/ times it is planned to open Tuesday evenings 7-9pm
- f) Number of volunteers potentially 20, at the moment about 7”

I've attached the NSPCC guidance on ratios:

<https://www.nspcc.org.uk/preventing-abuse/safeguarding/recommended-adult-child-ratios-working-with-children-guidance/>

if you've got 20 children they recommend 2 (probably one male, one female) supervisors. I'd suggest for each supervisor you have 1 DBS checked with that person 'supervising' the unchecked person. You might want (given the relatively low number of people recommended) to have half of the volunteers checked and the others half, as I say, supervised i.e. not left alone with the young people.

If the PC needs help finding an umbrella organisation to carry out checks then I can find one for you.

Regards

David “

“That's great David, would you be able to tell me would it be Parish Council reasonability to pay for the checks and how much are they please?

Can you transfer your DBS from one thing to another, for instance 3 of our members are checked for the church, would they need a new check or can they use this?

Thanks

Jenny”

“The checks are free for volunteers but the checks need to be facilitated by the PC – through the umbrella body.

As for using those who have an existing DBS I believe the church volunteers can sign up to an update service and the umbrella body can do a quick ‘update’. This applies if what they are doing for the youth drop in (supervision) is the same/ similar to that which they secured their original DBS for

Other than that they’ll need a new check.

Hope this is clear.

Regards

David “

Mrs M Rogers reported that CVS and Scyvs can undertake the DBS checks for volunteers at a cost of £8 per volunteer. The Clerk is also waiting for confirmation costs back from District and will report them to the Finance Committee.

With some minor amendments the Chairman has prepared a letter and volunteer form, as before the project can be accepted by the Council, volunteers are required to run the café, finance needs to be agreed and then the Council to discuss adopting the project.

The forms will be sent out this week and be available on the website, along with copies being sent out to the Councillors to distribute.

5.2 Bulb planting

Members asked for the Clerk to find costs to buy 2500 daffodil bulbs for further planting in Stourton. The cost would be £145 + VAT.

It was agreed to propose to the Parish Council / Finance that 2500 daffodil bulbs are purchased at a cost of £145 and planted by volunteers.

5.3 Public use Tennis Courts in Kinver

This item was differed to a future meeting when the school construction work is complete.

6. MEMBERS REPORTS ON PUBLIC RIGHTS OF WAY MATTERS ONLY

6.1 FP43 From the North Easterly end (Sandy Lane):-

- Second stile in has live electric fencing on it.

- From the Worcester path FP44 the tall marker post is broken and needs replacing and the posts both ends need repainting.

7. COMMUNICATION / CORRESPONDENCE TO THE CHAIRMAN

None was reported.

8. ITEMS FOR THE NEXT AGENDA

Items for the next agenda need to be with the Clerk by Monday 30th October 2017.

Tennis courts for public use Clerk to check if new facilities at Kinver High are to be available to the public when built future meeting

Youth Café

Bulbs

9. DATE OF NEXT MEETING

The date of the next meeting was noted as the Wednesday 8th November 2017.

10. RECOMMENDATIONS TO THE PARISH COUNCIL

There were no recommendations to the Council.