



To All Credition Town Councillors

You are hereby summoned to attend a **Youth Sub-Committee** , which will be held on **Tuesday, May 13, 2025, at 18:20, at The Bungalow, 8 North Street, EX17 2BT.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery FSLCC

Town Clerk

Thursday, 08 May 2025

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

AGENDA

29 / 2025 - Welcome and Introduction

Opening of meeting by the Chair and member introductions

30 / 2025 - Public Question Time

To receive questions from members of the public relevant to the work of the council (a maximum of 30 minutes is allowed for this item; verbal questions should not exceed 3 minutes)

31 / 2025 - Apologies

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

32 / 2025 - Declarations of Interest and Request for Dispensations

32.1 / 2025 - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

32.2 / 2025 - To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)

33 / 2025 - Order of Business

At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

34 / 2025 - Chair's and Clerk's Announcements

To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

35 / 2025 - Youth Sub-Committee Minutes

To approve and sign the minutes of the meeting held on 15 October 2025, as a correct record (minutes will be issued with the agenda)

36 / 2025 - Youth Work Action Plan 2025/26

To note the Youth Work Action Plan for April - August 2025 and discuss any matters of the Plan

37 / 2025 - Date of next meeting

To agree the date of the next meeting

38 / 2025 - Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

39 / 2025 - Youth Work Action Plan 2025/26

To discuss, amend and agree the Youth Work Action Plan September 2025 - March 2026, for approval by Full Council

40 / 2025 - Reports Pack

Attachments – for internal use only

[2024-10-15 - Youth Sub-Committee - Minutes.pdf](#)

[2025 2026 Youth Work Action Plan 1.docx](#)



Minutes of the Youth Sub-Committee of the Working Groups held on Tuesday, October 15, 2024 at 18:00, at Old Landscore School, Greenway, Crediton, EX17 3LP

Present: Cllrs Rachel Backhouse, Giles Fawcett and Steve Huxtable

Apologies: Cllr Liz Brookes-Hocking

In Attendance: Cath Kelly – Lead Youth Worker

Minute Taker: Rachel Avery – Town Clerk

MINUTES

15 / WELCOME AND INTRODUCTION

2024 Cllr Backhouse opened the meeting at 18.00.

16 / PUBLIC QUESTION TIME

2024 There were no members of the public in attendance.

17 / APOLOGIES

2024 **Decision:** It was **resolved** to approve apologies from Cllr F Letch, due to illness.
(Proposed by Cllr Huxtable)

18 / DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

2024

**18.1 / TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE
2024 PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA**

There were no declarations on interest.

**18.2 / TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE
2024 TO THE TOWN CLERK PRIOR TO THE MEETING)**

There were no dispensation requests.

19 / ORDER OF BUSINESS

2024 There were no amendments to the order of business.

**20 / CHAIR'S AND CLERK'S ANNOUNCEMENTS To receive any announcements which
2024 the Chair and Town Clerk may wish to make (for information only)**

There were no announcements.

21 / YOUTH SUB-COMMITTEE MINUTES

2024 **Decision:** The minutes from the Youth Sub-Committee meeting held on Tuesday, 23 July, 2024, were **approved** as a correct record. (Proposed by Cllr Fawcett)

22 / ACTION PLAN

2024 The Action Plan covering November 2024 to September 2025 was reviewed.
The following points were made:

- Additional timelines would be useful, with clear separation between 2024/25 and 2025/26
- Name of responsible person using job title rather than name/initial
- Clearer description of some work areas (such as mayoral reception involvement)
- Typographical errors to be amended.

Action: Lead Youth Worker to amend, for approval at next meeting.

23 / GRANT INCOME 2025/2026

2024 The document was **noted**.

24 / NATIONAL YOUTH WORK WEEK AND LAUNCH OF YOUTH STRATEGIC PLAN

2024 The Lead youth Worker outlined the event taking place on Wednesday 07 November, noting that all councillors had received an invitation. The event would include a showcase of artwork, music and presentation of awards.

25 / DATE OF NEXT MEETING

2024 **Decision:** It was agreed that the next meeting would take place on Tuesday 10 December 2024.

26 / PART II

2024 **Decision:** It was **resolved** to approve the exclusion of the public and press were from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. (Proposed by Cllr Backhouse)

27 / STAFFING

2024 The staffing structure was **noted**.

28 / REPORTS PACK

2024

Signed

Dated.....

Youth Work ACTION PLAN

April 2025 – August 2025



CREDITON
TOWN COUNCIL

During the Financial Year 2025/26, Crediton Town Council will undertake the following:

- Ensure that Youth Service Sub-Committee meets and provide the opportunity to members of the public and press to attend and participate.
- Operate an effective and efficient Youth Service Sub-Committee to deal with specific areas of interest related to young people.
- Responding to the Climate Emergency, declared by Crediton Town Council in 2019, continue to work with young people to make them aware of their environmental impact, reduce its own use of fossil fuels and to continually review policies to ensure that the council is actively committed to its declaration and to undertake other projects as appropriate.
- Continuously review the effective use of all council youth work assets.
- Operate efficiently within agreed budgets for youth work.
- Work with other organisations providing community events that young people are interested in, including the Big Green Fair and Christmas in Crediton.
- Continue to provide an up-to-date council website detailing all the latest information regarding the Youth Work offer and to supplement this with regular, informative press releases, and social media posts, continue to provide a regular information to parents.
- Ensure the CTC Youth Work is represented on the various outside bodies with the town (as requested) as well as on those of a wider District and County level.
- Represent the views of young people at every opportunity.

- Consider, investigate and respond to issues identified by young people directly and via the Youth Survey, and, if appropriate, to signpost to the correct person/organisation for resolution/further progression.
- Support young people's involvement at the Annual Town Meeting and an Annual Mayoral Reception.
- Continuously review part 2.2 Young people's facilities of the Neighbourhood Plan for Crediton.
- Support young people's involvement in other community events e.g. Food Festival & Boniface Bash.
- Work closely with non-CTC providers of youth work within the town.

Key projects for 2025 include:

- Continuing to work towards the Strategic Plan for youth work
 - 1) To provide youth activities, projects and opportunities in Crediton
 - 2) To foster and develop increased learning and development opportunities for young people by encouraging them and supporting them to contribute steer initiatives and lead their own youth led projects
 - 3) To work in partnership with the wider community, health and education organisations and other relevant groups that align with our aims and objectives
 - 4) To generate a sense of responsibility and ownership in young people through social action and to develop their citizenship and involvement in their communities
- Working with Mid Devon District Council on the delivery of projects via S106 funding, ensuring young people views and needs are heard and delivered e.g. Skate Park upgrade.
- Ensure that young people's views and needs are listened to in relation to the redevelopment of Old Landscore School. Or alternatively seek alternative longer-term premises that meet young people's needs (as per section 2.2 Crediton Neighbourhood Plan).
- Work closely with Queen Elizabeths School to ensure that our most vulnerable young people are identified, supported and safe, and that they have the opportunity to reach their full potential and become active citizens of Crediton.
- Working closely with Crediton Congregational Church and Crediton Methodist Church Youth Clubs to look at the joint provision of trips, events and activities for young people to have time outside of Crediton, building on the success of the Woodlands Summer Trip 2024.

Crediton Town Council					
Action Plan 2025/2026					
Action (Objective in Strategic Plan 2024 -2027)	Responsible Committee and Officer	Timescale	Progress at Sept 2025	Brief/Community Engagement	Additional Budget Requirement

Objective 1: To continue to provide youth work in Crediton through Youth Club sessions, activities, and projects and detached work.					
<u>Project night:</u> <u>Including D&D club</u>	Lead YW, Youth Worker x 1, Peer Educator x 2	April to July 2025		Wednesdays Hub; 13-weeks April, May, June, July. Youth workspace & including continuing to provide a space for the self-organising D&D group, Wednesday 6.30 to 8.30, at the Hub, 10 -20 young people	(2 x peer educator grant funded) Costs covered by subscriptions raised
<u>Tuesday Youth Club</u> <u>&</u> <u>Park Fun 2024</u> Tuesdays	Lead YW, Youth Worker x 2, Peer Educator x 1	April, May, June, July 2025 afterschool. July and August full days 2025		Hub, Tuesdays 3.00 to 6.00. 10 weeks, 15 young people. Detached youth work provision in Newcombe's Meadow Park, including sports, arts and food. 11 weeks after school; 4 weeks summer holidays All sessions weather dependant	£150 (£15 x 160weeks) (1 x Peer Ed grant funded)
<u>Girls Group</u>	Lead YW, (Vacancy PE)	Summer & Autumn term 2025	Ends December 2025	Girls Group projects	Grants (£5000) PCC
<u>QE School Outreach</u>	Lead YW & YW Team	Term time only, ongoing.		Generic open access youth work promotion and support	
<u>Crediton Youth Clubs trips & Activities</u>	Lead YW, YW Team	Summer holidays, 2025.		Work with CCC and Methodist Church to deliver trips and activities in the holiday period for young people to provide opportunities outside Crediton.	£1000 Grants pending

Crediton Town Council					
Action Plan 2025/2026					
Action (Objective in Strategic Plan 2024 -2027)	Responsible Committee and Officer	Timescale	Progress at Sept 2025	Brief/Community Engagement	Additional Budget Requirement

Objective 2: To foster and develop increased learning opportunities for young people by encouraging them to contribute, steer initiatives and lead their own youth-led projects					
<u>Photography internship (Year 12)</u>	Lead YW, Peer Educator	May, June, July 2025	Ends July 2025	One day a month work experience in Event Photography in May (VE Day), June (Boniface Bash) and July (Food Festival).	
<u>Work experience (Year 10)</u>	Lead YW, Peer Educator	July 2025	Ends July 2025	One week's work experience for Year 10 pupils.	
<u>LGBTQ+ book club</u>	Lead YW, Peer Educator	Monthly, ongoing.	Ongoing	<u>In Partnership with the Bookery Crediton</u> 10 meetings per year, 2 hours per meeting.	£500 materials allocated
<u>Young people's art workshops</u>	Lead YW, YW team / Peer Educator	Summer and Autumn	Ends December 2025	<u>In partnership with Crediton Arts Centre & the Heart Project.</u> 3 workshops x 25 young people. 4 hours per session	Grant funded by partners.
Intensive work and statutory safeguarding response work	Lead YW. (Town Clerk in absence of Lead YW)	Term time only, ongoing		Work closely with Crediton schools, as well as other schools Crediton young people attend, to ensure that our most vulnerable Crediton young people are identified, supported and safe, and given the opportunity to reach their full potential and become active citizens of Crediton, through	

Crediton Town Council					
Action Plan 2025/2026					
Action (Objective in Strategic Plan 2024 -2027)	Responsible Committee and Officer	Timescale	Progress at Sept 2025	Brief/Community Engagement	Additional Budget Requirement

				personalised and externally funded interventions. As appropriate and agreed, or in response to statutory requirements.	
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Crediton Town Council					
Action Plan 2025/2026					
Action (Objective in Strategic Plan 2024 -2027)	Responsible Committee and Officer	Timescale	Progress at Sept 2025	Brief/Community Engagement	Additional Budget Requirement

Objective 4 To generate a sense of responsibility and ownership in young people through social action and to develop their citizenship and involvement in their communities					
<u>Skate Park</u>	Lead YW, (YW on bank)	Ongoing		Work with young people and adults in the community to progress plans and fundraising, including research and a trip in July 2025.	£500 for trips offset by subscriptions
<u>Community Events</u> To work with Projects and Events Officer to support young people involvement in a wide range of community events.	Lead YW, YW team, Projects & Events Officer	Ongoing		To support young people involvement in a wide range of community events, including Christmas in Crediton.	
<u>Young people's involvement in Civic Events</u>	Town Clerk Lead YW YW Team	July 2025		Work with the Town Clerk to involve young people in Civic Events such as Annual Town Meeting and Mayoral Reception	
<u>Youth Council</u>	Town Clerk Lead YW (Vacancy PE)	July 2025		Mock Youth Council to take place during Work Experience week	
<u>Lions Award</u> To recognise young people for excellent service to Crediton through the Lions Award	Lead YW	Ongoing		Celebration event as part of National Youth Work week Award ceremony Weds	

Crediton Town Council					
Action Plan 2025/2026					
Action (Objective in Strategic Plan 2024 -2027)	Responsible Committee and Officer	Timescale	Progress at Sept 2025	Brief/Community Engagement	Additional Budget Requirement

<u>Training</u>					£1000
To continue to provide appropriate training to staff	Lead YW Town Clerk	Ongoing		Appropriate Continual Professional Development made available to staff members, including but not limited to DBS processes, Safeguarding, First Aid, training and mentoring (as indicated through appraisals)	£300 (including staff and councillor training) NYA bursaries pending
First Aid		Review September 2025		3 qualified first aiders currently 2 qualifications expiring in July 2025	£500
To continue to provide appropriate training to members • Inform members of relevant courses and encourage to attend	Town Clerk Lead YW	Ongoing		Provide councillors with the appropriate training to undertake their role successfully, Youth Sub Committee members safeguarding training.	£200