



To All Credition Town Councillors

You are hereby summoned to attend a meeting of the **Youth Sub-Committee**, which will be held on **Tuesday, July 14, 2026, at 13:30, at Manor Office, North Street, Credition, EX17 2AA.**

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, 09 July 2026

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

1 - Election of Chair 2026/27

To seek nominations and elect the Chair for the ensuing year

2 - Election of Deputy Chair 2026/27

To seek nominations and elect the Deputy Chair for the ensuing year

3 - Welcome and Introductions

Opening of meeting by the Chair and member introductions

4 - Public Question Time

To receive questions from members of the public relevant to the work of the committee AND related to matters on the agenda (CTC's adopted Standing Orders 3d, 3e and 3g; a maximum period of 3 minutes will be permitted for any person wishing to ask up to three questions with a maximum of 15 minutes being allowed for this item)

5 - Declarations of Interest and Requests for Dispensations

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

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

6 - Climate Emergency

To note that decisions will be made with the climate emergency at the forefront of decision and policy making

7 - Chair's and Clerk's Announcements

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

8 - 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

9 - Youth Committee Minutes

To agree the minutes of the meeting held on 05 May 2026, as a correct record, for approval by Full Council, following the dissolution of the Youth Committee

10 - Youth Work Statistics 2025/26

To receive and note the Youth Work Statistics 2025/26

11 - Youth Work Action Plan 2026/27

To receive the Lead Youth Worker's report regarding an amendment to the Youth Work Action Plan 2026/27, from September 2026, and approve the recommendation therein

12 - Grant Income 2026/27

To receive and note the Lead Youth Workers report regarding grant income received to date

13 - Date of next meeting

To note that the date of the next meeting will be Tuesday 29 September 2026 at 13.30

14 - 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

15 - Safeguarding Update

To receive any updates, if required

16 - Reports Pack**Attachments – for internal use only**

[2026-05-05 - Youth Committee - Minutes.pdf](#)

[Youth Work Full Stats 2025 2026.docx](#)

[Youth Work plan from September 2026.docx](#)

[Grant Income Report.docx](#)



Minutes of the Youth Committee meeting held on Tuesday, May 5, 2026 at 13:00, in Manor Office, 6 North Street, Credition, EX17 2BT

Present: Cllrs Liz Brookes-Hocking, Steve Huxtable, Guy Cochran, Vix Frisby and Giles Fawssett

In Attendance: Cath Kelly, Lead Youth Worker

Minute Taker: Rachel Avery, Town Clerk

MINUTES

68 / 2026 - WELCOME AND INTRODUCTIONS

Cllr Brookes-Hocking opened the meeting and members introduced themselves.

69 / 2026 - PUBLIC QUESTION TIME

There were no members of the public in attendance and no questions had been submitted prior to the meeting.

70 / 2026 - APOLOGIES

There were no apologies.

71 / 2026 - DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

71.1 / 2026 - TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations of interest.

71.2 / 2026 – TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no dispensation requests.

72 / 2026 - ORDER OF BUSINESS

There were no changes to the order of business.

73 / 2026 - CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

74 / 2026 - YOUTH COMMITTEE MEETINGS

Decision: It was **resolved** to approve the minutes of the Youth Committee meeting held on Tuesday 10 March 2026. (Proposed by Cllr Cochran)

75 / 2026 - YOUTH WORK ACTION PLAN

Members discussed the Youth Work Action Plan, highlighting:

- its comprehensiveness and the wide range of areas it covers
- concerns about the extensive nature of the plan, considering the limited resources and time available. It was acknowledged that while the action plan was ambitious, but had already been previously approved by the committee
- the importance of maintaining high standards and the potential need to prioritise certain aspects of the plan if necessary
- the plan's flexibility and youth-led approach were praised, noting that some activities had been delegated to others to manage the workload of the Lead Youth Worker
- financial aspects of the plan were discussed, noting that some grants had been received. These which would be reviewed by the Lead Youth Worker and Town Clerk, and amended accordingly.

76 / 2026 - SPRING TERM 2026 UPDATE

The Lead Youth Worker provided an update on the activities and outcomes from the Spring Term, including:

- The positive reception of the Youth Voice initiative, and the engagement of young people in various activities
- participation in DCC's 'Places to Go, Things to Do' fund, which allowed for showcasing youth projects that had received money
- the Community Alcohol Partnership's grant support for the Youth Fringe festival was also noted
- challenges of finding suitable venues for youth activities but praised the adaptability of young people in utilising different spaces.

77 / 2026 - SAFEGUARDING TRAINING REPORT

The Safeguarding Training Report was reviewed, highlighting the successful delivery of the training session, which was well-received by attendees.

Feedback indicated that while the training was comprehensive and engaging, but intense, particularly for younger participants. It was noted that younger participants were employees of CTC as Peer Educators. It was suggested that future training sessions could be spread over a longer period, possibly on a Saturday, to allow for better absorption of the material.

The report also noted the need for councillors to be familiar with the safeguarding policies and procedures, suggesting that councillors be required to confirm their understanding of safeguarding policies through a Microsoft form.

Decision: It was **resolved** that the course would be run bi-annually and to investigate the feasibility of holding sessions on Saturdays. (Proposed by Cllr Cochran)

Decision: It was **resolved** to investigate the use of Microsoft Forms for councillors to submit confirmation of their understanding of safeguarding procedures. (Proposed by Cllr Cochran)

78 / 2026 - PART II

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 Brookes-Hocking)

79 / 2026 - STAFFING REPORT

The contents of the confidential staffing report were received.

Decision: It was **resolved** to approve the proposal in the report. (Proposed by Cllr Cochran)

80 / 2026 - SAFEGUARDING UPDATE

There were no updates.

81 / 2026 - REPORTS PACK

Signed

Dated.....

Youth Work Statistics 2025 /2026

Summer term - Tuesday The Hub

<u>Date</u>	<u>Total Numbers of Attendees per day</u>	<u>Affecting Factors</u>
Tue 22/04/2025	11	
Tue 29/04/2025	12	
Tue 06/05/2025	10	
Tue 13/05/2025	9	
Tue 20/05/2025	10	
27/05/2025	0	Half term
Tue 03/06/2025	6	It was rather cold and blustery.
Tue 10/06/2025	12	
Tue 17/06/2025	13	
Tue 24/06/2025	3	
Tue 01/07/2025	12	
08/07/2025	0	No session all staff on leave
Tue 15/07/2025	6	
Total number of sessions = 11	104	Average attendees per week is 9.5

Summer term - Park Fun

<u>Date</u>	<u>Total Numbers of Attendees per day</u>	<u>Affecting Factors</u>
15/05/2025	12	

20/05/2025	12	
15/07/2025	5	Very windy, overcast, still warm
22/07/2025	10	Weather, school holidays
29/07/2025	25	
05/08/2025	6	
12/08/2025	5	It was a very hot day in the Summer holidays which could have meant that less YP were around.
Total Number of Sessions = 8	Total Number of Attendees =75	Average 9.4

Summer term The Hub Wednesdays

Date	Total Numbers of Attendees per day	Affecting Factors
Weds 23/04/2025	11	
Wed 30/04/2025	6	Parent's evening
Wed 07/05/2025	14	
Wed 14/05/2025	16	
Wed 21/05/2025	13	
Wed 28/05/2025	0	Half term
Wed 04/06/2025	13	HALF TERM
Wed 11/06/2025	10	
Wed 18/06/2025	11	Year 11 leavers day - some young people didn't come
Wed 25/06/2025	3	On a Tuesday rather than a Wednesday - trial run
Wed 02/07/2025	8	
Weds 09/07/2025	0	No session all staff on leave
Weds 16/07/2025	4	
Total number of sessions = 11	109	Average attendees per week is 9.9

Autumn 2025 Term – Wednesdays.

Date	Total Numbers of Attendees per day	Affecting Factors
1/10/2025	6	Different building used for temporary location (Crediton's Leisure Centre). Unpopular with YP

15/10/2025	6	Different building used for temporary location (Crediton's Leisure Centre). Unpopular with YP
22/10/2025	5	Different building used for temporary location (Crediton's Leisure Centre). Unpopular with YP.QE sixth form open evening
27/10/2025	3 PN	Drumming workshop, funded by Crediton Heart Project
29/10/2025	4 YV	Half term; rainy and cold weather
19/11/2025	7	Youth Council, using new location (library) Exam week QE
26/11/2025	8	Exam week QE
3/12/2025	Total 9 YV 7 PN 2	Parents evening – some year groups?
10/12/2025	Total 12 YV 7 PN 5	N/A
17/12/2025	Total 10 YV – 6PN - 4	Near Christmas holiday Some illness
Total Number of sessions = 10	Total Number of Attendees = 70	Average number of attendees = 7

Autumn 2025 Term THURSDAYS

<u>Date</u>	<u>Total Numbers of Attendees per day</u>	<u>Affecting Factors</u>
SEPTEMBER No venue		
2/10/2025	10	LM. Limited cooking facilities
9/10/2025	10	LM. Limited cooking facilities; heavy rain
16/10/2025	12	LM. Limited cooking facilities
23/10/2025	Not applicable	No session - venue unavailable
30/10/2025	6	Half term week, some families on holiday; no session the previous week, so no direct contact with young people. Moved to a new venue, some young people could not find us.
13/11/2025	10	New venue
20/11/2025	8	Very heavy rain
27/11/2025	10	Heavy rain
4/12/2025	11	
10/12/2025	Not applicable	Centre closed for refurbishment
18/12/2025	9	No session the previous week, so no direct contact with young people
20/12/2025	12	
Total sessions 10	98	Average 9.8

NB No sessions were delivered in September due to relocating from The Hub to the Leisure Centre and then Crediton Library

Spring Term 2026 Wednesdays Crediton Library

<u>Date</u>	<u>Total Numbers of Attendees per day</u>	<u>Affecting Factors</u>
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07/01/2026	8	Peer Educator interviews, not open for a regular session
14/01/2026	14	
21/01/2026	4	Many members were not present due to commitment to their school progression.
28/01/2026	15	
04/02/2026	11	
11/02/2026	13	
18/02/2026		HALF TERM
25/02/2026	15	
04/03/2026	13	
11/03/2026	12	
18/03/2026	13	
25/03/2026	13	
Total number of sessions = 11	121	Average attendees per week is 11

12-week term - Average attendees per week is 12, with a total of 142 attendees. Easter Holiday day trip has not been included in the average and total.

Spring Term 2026 THURSDAYS GIRLS GROUP

<u>Date</u>	<u>Total Numbers of Attendees per day</u>	<u>Affecting Factors</u>
08/01/2026	0	No session, Arts Centre Closed
15/01/2026	12	First day back
22/01/2026	3	Lots of heavy rain
29/01/2026	3	Very heavy rain with a weather warning

05/02/2026	7+2	
12/02/2026	6	QE Trip to the zoo
19/02/2026		February half term
26/02/2026	6	
05/03/2026	4	Year 6 haywards School residential
12/03/2026	11	
19/03/2026	3	
26/03/2026	7	
02/04/2026	6	
Total number of sessions = 11	Total number of young people attended = 70	Average number of attendees at Girls Group is 6.4

Average number of attendees at Girls Group is 6.4, with a total number attended in Spring term = 70 (across 11 sessions).

Youth Work Staffing has been reduced to reflect the reduced number of young people attending.

NB Girls Group has been predominantly grant funded.

YW salary from PCC grant, Peer Ed salary from Space grant, materials and equipment PCC grant.

Lead YW salary CTC.

Other events and activities

Date	Total Numbers of Attendees per day	Affecting Factors
Sat 10/05/2025	35	VE day participants
Wed 08/06/2025	40	BBB participants
Wed 12/07/2025	30	Food Festival participants
Sat 10/05/2025	5	Photographers at VE day
Wed 08/06/2025	5	Photographers at BBB
Wed 12/07/2025	5	Photographers at food festival
Mon 14/07/2025	10	Work experience x 2 (AM & PM)
Tues 15/07/2025	10	Work experience x 2 (AM & PM)
Wed 16/07/2025	10	Work experience x 2 (AM & PM)
Thurs 17/07/2025	10	Work experience x 2 (AM & PM)
Fri 18/07/2025	10	Work experience x 2 (AM & PM)
Tue 22/07/2025	10	Graffiti art day
Thu 24/07/2025	11	Skern morning
Thu 24/07/2025	11	Skern afternoon
Tue 29/07/2025	8	Love your park day
Sat 29/11/2025	45	Christmas in Crediton
Mon 05/01/2026	25	Aspire presentation
Total Number of Sessions = 17	Total Number of Attendees = 280	Average Number of Attendee = 16.4

Summer term events (VE day 10/05/2025; BBB 08/06/2025; Food festival 12/07) – there are 2 sets of recording for each event 1) covers participants in the activity with 1 youth worker, 2) other covers the photography intern with a second youth worker.

TOTALS FOR THE YEAR

Summer term

- Tuesday Hub 104
- Park Fun 75
- Wednesday Hub 109

Autumn Term

- Wednesday 70
- Thursday 98

Spring term

- Wednesday 121
- Thursday 70

Special activities & events

- Other 280

ANNUAL TOTAL **927 young people attended, across 89 different sessions.**



CREDITON TOWN COUNCIL

Youth Work plan from September 2026

Report by: Lead Youth Worker
To: Youth Sub Committee
Date: For consideration on 14 July 2026

Recommendation

1. Purpose

- 1.1 To outline planned youth work activities from September 2026.

2. Background

- 2.1. The 2026 / 2027 Youth Work Action Plan outlines work which will be carried out in the Financial Year 2026/2027. Link to Action Plan here: [Youth Policies](#)
- 2.2. The Action Plan is reviewed to ensure its efficiency and that it is still meeting the needs of young people.
- 2.3. The Thursday afterschool Girls Group has not been well attended.
- 2.4. The intention is to move this session to Crediton Library on a Wednesday afterschool, and to open the session to both girls and boys.
- 2.5. The existing Wednesday evening session will continue unchanged.
- 2.6. All other activities within the 2026/2027 Youth Work Action plan will continue unchanged.

3. Recommendation

- 3.1 For the Youth Sub-Committee to approve this alteration to the Youth Work Action Plan 2026/2027.

4. Financial Implications

- 4.1 Relocating all weekly Youth Work delivery to Crediton Library will result in a small rental saving of approximately £360.00 per annum. Over the remaining two terms, this represents a saving of £240.00 to the end of the 2026 /2027 financial year.
- 4.2 Relocating all weekly Youth Work delivery to one location will result in improved efficiency within the youth work team, as they will only travel to, set up and pack down one venue per week (rather than currently twice).

5. Climate Implications

- 5.1. There will be reduced travelling by staff using one venue, rather than venues, which represents a slight reduction in use of cars for transporting equipment between venues.

6. Conclusion

- 6.1 The Youth Sub-Committee is requested to approve this alteration to the Youth Work Action Plan 2026/2027 to improve efficiency.



CREDITON TOWN COUNCIL

Youth Work Grant Income Update

Report by: Lead Youth Worker
To: Youth Sub Committee
Date: For consideration on 14 July 2026

Recommendation

1. **Purpose**

- 1.1 To update members on grant income for youth work.

2. **Background**

- 2.1. CYS has been successful in securing Tesco Blue Tokens. Voting takes place from 01 August to 31 November in both Tesco stores in Credition, with a likely grant of between £500 and £1500, to support the provision of the Summer Programme in 2027.
- 2.2. CYS has been successful in securing a grant from Space Youth Service Small Grant Fund of £4060 for Peer Educator salaries for the Financial Year 2026 /2027.

3. **Recommendation**

- 3.1 Members are requested to note the contents of this report.

4. **Financial Implications**

- 4.1 Grant income to be received as part of this financial year, as detailed at Section 2.

5. **Climate Implications**

- 5.1. None.

6. **Conclusion**

- 6.1 Members are requested to note the contents of this report and the income generated through grants so far for this financial year.