

HUNTINGDON YOUTH TOWN COUNCIL

A meeting of the Youth Town Council was held at the **Town Hall, Market Hill, Huntingdon on Wednesday 8th June 2011 at 4.30pm.**

Present: Youth Councillors K Gillman; R Harrold (Vice Chairman as Chairman); Josh Marshall & C Morgan.

Absent: Youth Councillors J Chapell; A Moreton; C Parkinson & C Richardson

In attendance: Claire Tunnicliffe, Deputy Town Clerk.

36. WELCOME & APOLOGIES

Apologies were received from Youth Councillors H Buttriss & J Munn and from Craig Holliday from Hinchingsbrooke School.

37. MINUTES

Copies of the minutes of the Huntingdon Youth Town Council meeting held on 4th May 2011 (M5) had been circulated following their informal approval by the Chairman, it was therefore

RESOLVED that the minutes were a correct record and they were duly signed by the Chairman.

38. FINANCE

A report before Youth Councillors showed total income and expenditure to date and a balance available totalling £4, 265.93.

It was therefore

RESOLVED to note the report with thanks.

Youth Councillors were asked to consider a budget of expenditure and income for the financial year 2011/12 and the following expenditures were considered:

▪ Team building	£100.00
▪ Donations	£1000.00
▪ Events	£2,500.00
▪ Badges & t-shirts	£100.00
▪ British Youth Council membership	£54.00
▪ Conferences & Travel Expenses	£100.00
▪ Travel Expenses	£100.00
▪ Printing Costs	£150.00
▪ Christmas Lights	£100.00

Total	£4204.00
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Youth Councillors noted that since such expenditure brought the Youth Council's reserves to less than £100 that the Youth Town Council should apply for £2000 in funding from the Huntingdon Town Council and it was

RESOLVED that representatives would report this to the Leisure & Community Services Committee for the Town Council's consideration.

39. **GRANT APPLICATION REPORT**

Youth Councillors noted a report from the Deputy Town Clerk advising Youth Councillors to be mindful that when awarding funding, a process and principles should apply to ensure to demonstrate fairness and openness. It was

RESOLVED to note the report with thanks.

40. **GRANT**

As Craig Holliday, a student at Hinchingsbrooke School was not present at the meeting to give his presentation on his request for financial assistance towards his visit to Malawi. It was

RESOLVED not to award funding on this occasion.

41. **HUNTINGDON HAS TALENT**

Youth Councillors were informed that at the time of the meeting a total of twenty entries had been received and it was agreed that no further acts should be accepted.

Youth Councillors were informed that the Sound Engineer 'Mad 4 Sound' had been booked for £300.00 including VAT and would be in the Commemoration Hall from 1.30pm ready for the sound check from 3.30pm – 6.00pm.

Omni Security had been advised that the quotation of four people at a cost of £13.00 per hour, five hours per person at a cost of £260.00 excluding VAT had been accepted. The Security Company would arrive at the Commemoration Hall at 6.30pm.

Youth Councillor C Morgan offered to make laminated passes for staff and performers to show to security which would allow access back stage.

The Chairman circulated a list of responsibilities for the evening, such as the box office; greeting event visitors; back stage and front of house support; and serving refreshments. The various roles were allocated by the Chairman who would notify those Youth Councillors not at the meeting of their roles and responsibilities on the night.

The Chairman reminded Youth Councillors that the Hall was licensed for a maximum number of people and that those selling and checking tickets would be responsible for ensuring that this number was not exceeded. It was therefore

RESOLVED to ensure that a system of control was in place to manage visitor numbers and communicated to event staff in good time.

It was agreed that tap water would be made available in jugs and that cans of soft drink would be made available for sale. Claire Tunnicliffe, Deputy Town Clerk offered to enquire with Sainsbury's whether they could provide cans on a sale or return basis as they did with 'Battle of the Bands 2010'. It was therefore

RESOLVED to approve the purchase of 150 plastic cups for water and to purchase a mixture of sufficient soft drinks, to meet the needs of 200 potential guests. It was also

RESOLVED to purchase tea, coffee and milk.

Youth Councillors discussed a schedule of timings for the event and agreed the first act would open the show at 7.00pm, with a fifteen minute interval half way through the evening.

It was agreed the first act on stage should be Sam Burke as he would comper the rest of the evening. To assist Sam it was suggested that each act should be asked to write down some information about themselves. Youth Councillor C Morgan offered to prepare a schedule of timings which she would send to each performer and ask them to bring some information about themselves. It was

RESOLVED to note with thanks.

With regards to judging, Peter Bootley of Scenique and Nicola Rule of Huntingdon Community Radio had confirmed that they would be available to judge on the night. Cate Munroe of Archant had yet to confirm if she would be available.

Youth Councillors were informed that Huntingdon Community Radio had asked to attend to record the event and bring some promotional material. It was

RESOLVED to arrange for a small table to be set up in the foyer to promote Huntingdon Community Radio.

42. **RIVERSIDE GALA**

Youth Councillors were reminded that the Gala would start at 12.00pm on 11th June at the Riverside Park. Youth Councillor C Morgan had confirmed that she would arrive at 11.30am to run the stall.

A display promoting the Youth Town Council had been designed to highlight the key aims of the organisation. Leaflets advertising Huntingdon has Talent and a suggestion box would also be on display asking members of the public what projects they would like the Youth Council to undertake.

Youth Councillor R Harrold offered to design posters to entice new Members and suggestion slips for the suggestion box. It was

RESOLVED to note with thanks.

Members agreed to purchase a pop up gazebo which could be used for the gala and future events. It was

RESOLVED to set a limit of £60.00 for expenditure on the gazebo.

44. **ANY OTHER BUSINESS**

Youth Councillors were advised that an enquiry had been received from a group of young adults with disabilities and additional needs from the Papworth Trust interested in attending the next Youth Town Council meeting. The group planned to present a DVD that they had made about their thoughts about their local community and the issues that matter to them. The meeting would be an opportunity for the young people to observe the Youth Council and ask for Members' advice on how to engage at a local level.

Youth Councillors had also been invited to visit the Papworth Trust Youth Club to find out more about the group. It was

RESOLVED to invite the group to the next Youth Council meeting.

It was also

RESOLVED to accept the invitation to the Youth Club.

The Chairman stated that she had been thinking of alternative ways to advertise the Youth Council and had thought of the chewing gums boards that had been placed on the lampposts around town. It was agreed that the issue needed to be looked at further and it was

RESOLVED to postpone a decision.

43. **DATE AND AGENDA OF NEXT MEETING**

The date of the next meeting was noted as Wednesday 13th July 2011, at the Town Hall, Huntingdon at 4.30pm.

CHAIRMAN