

HUNTINGDON YOUTH TOWN COUNCIL

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Town Clerk: Karen Cameron

AIMS & TERMS OF REFERENCE

1. The Mission Statement of Huntingdon Youth Town Council is:

to act as a representative youth voice in the town ensuring that the views of Young People locally are heard by the Members of Huntingdon Town Council and other local authorities. The Youth Council will further support the activities locally of organisations serving the needs of young people and where appropriate will undertake projects and activities to meet those needs.

2. Huntingdon Youth Town Council will comprise up to 24 members. A quorum consists of not less than seven members.
3. Members shall be elected (or nominated) in the age groups 13 to 18 years of age.
4. The existing democratic processes in operation at St. Peter's, Spring Common and Hinchingsbrooke Schools shall be utilised for the purposes of the election (or nomination) of young persons within the age groups as follows:-

Age 12-13	4 Members
Age 13-14	4 members
Age 14-15	4 members
Age 15-16	4 members
Age 16 -17	4 members

5. Each school will be invited to elect (or nominate) members in each of the above age groups and will also be invited to elect or nominate members aged 18.
6. Candidates for membership of the Youth Town Council must attend a school within Huntingdon Town (defined as the area of administration of Huntingdon Town Council).
7. The Youth Town Council will elect a Chairman annually in May whose period of office will be one year. At this meeting, a Deputy Chairman, Treasurer and Secretary/Press Officer will also be appointed. There is no limit on the term of office of Members of qualifying age.

8. In the event that any member resigns from the Youth Town Council, or becomes ineligible for membership (for example, no longer at school in the qualifying area, or failing to attend meetings of the Youth Town Council for three consecutive meetings without notifying the Deputy Town Clerk), then the school (or organisation) concerned shall have the opportunity to elect (or nominate) a replacement member.
9. In the case of vacancies, a visitor, having attended three consecutive meetings, may be eligible for membership.
10. The matters which may be considered by the Youth Town Council will be as follows:-
 - Environmental issues
 - Public safety
 - Leisure activities
 - Local amenities and any other matters which Huntingdon Town Council determine shall be within the remit of the Youth Town Council
11. The Youth Town Council shall have powers to spend money awarded as donation by Huntingdon Town Council, save that all expenditure shall be in accordance with Huntingdon Town Council's existing policies, and subject to the same legal constraints as the Town Council. A budget of expenditure for the coming year will be presented to the Leisure & Community Services Committee of the Council annually in either September or October in order to support the application for donation.
12. Huntingdon Youth Town Council will normally meet on a four-weekly cycle.
13. The Town Council will provide, free of charge, appropriate accommodation in which the Youth Town Council may hold its meetings.
14. The Youth Town Council will submit, via the Deputy Town Clerk, a short report to each meeting of the Town Council's Leisure & Community Services Committee on its activities. (Personal attendance at this meeting will be welcomed for the purpose of presenting this report).
15. The Deputy Town Clerk will attend meetings of the Youth Town Council, as will an appointed Member of the Town Council, for the purposes of advice and guidance. The proceedings will be minuted by the Deputy Town Clerk.

Feb 2009