



Minutes of a meeting of the Chippenham Youth Council held at the Meeting Place, Town Hall, Chippenham on 29 January 2020 at 4.30pm.

Youth Councillors present:

Andrew Berry	Thomas Berry
Alana Bessant	Isobel Bessant
Sofia Bessant	Finley Cozens-Scott
Ayla Erencan	Faye Hadden
Catherine Hollis	Alice Knight
Finn Longley-Brown	Isabelle Pettinger
Amber Poulinet	Sophie Townson
Declan Kiely	

Officers present: Heather Rae, Democratic Services Manager, Chippenham Town Council (CTC)
Michael Weeks, Democratic and Civic Officer, CTC
Esme Griffiths, Museum Assistant, CTC
Ollie Phipps, Community Engagement Manager, Wiltshire Council

1. **ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Attendees heard speeches from those wishing to stand for Chairman. After a secret ballot Declan Kiely was elected as Chairman and Ayla Erencan was elected Vice Chairman.

2. **APOLOGIES FOR ABSENCE**

Apologies were received from Youth Councillors Arthur Brown and Kitty Sidaway.

3. **CHAIRMAN'S ANNOUCEMENTS**

As this was the first meeting of Chippenham Youth Council there were no Chairman's Announcements.

4. **TERMS OF REFERENCE**

The officers present explained the Terms of Reference for Chippenham Youth Council to the Youth Councillors. This document was created in line with feedback from the Youth Forum, Chippenham Town Council's Terms of Reference and the Terms of Reference of Corsham and Bristol Youth Councils, but is open to modification should the Youth Councillors wish.

A crib sheet with all terms which required confirmation will be circulated to Youth Councillors by the Democratic Services team.

5. **SIGNING OF ACCEPTANCE OF OFFICE**

All Youth Councillors present agreed to the Terms of Reference and signed their Acceptance of Office.

6. **CHIPPENHAM TOWN COUNCIL**

Heather Rae, Democratic Services Manager, explained the role of Chippenham Town Council and the differences between the Town Council and Wiltshire Council. The main differences being that Chippenham Town Council focuses on the local community and services, whereas Wiltshire Council focuses on the county. Wiltshire Council also has targets set by national government. Further information about the division of responsibility between the councils can be found on the Chippenham Town Council website www.chippenham.gov.uk/.

7. **AREA BOARD EVENT ON 3 FEBRUARY 2020**

Ollie Phipps, Chippenham Community Engagement Manager for Wiltshire Council, explained that Wiltshire Council holds Area Boards across the 18 community areas in Wiltshire, of which the Chippenham Community Area is one. Area Boards are usually on set topics and they invite the community to come together to learn about and discuss issues which matter to them.

The next Area Board focuses on Climate and will be held in the Refectory at Sheldon School on Monday 3rd February, 6pm-9pm. As climate change was a key area of concern for attendees of the Youth Forum, the Youth Councillors were invited to attend. Heather Rae will send additional information and permission forms to the Youth Councillors after the meeting.

8. **FUTURE AGENDA ITEMS**

Youth Councillors discussed which topics they would like to focus on in future meetings. The following were suggested:

- Climate/Environment
 - Single use plastics
 - Frogwell Primary 'bug hotel' initiative
 - Litter and its impact on wildlife
 - Litter picking after market days
- Clubs for Young People
 - More clubs for young people to be more social, especially those who are shy.
- Requests considered to attend Youth Council meetings
 - Councillor Nick Murry - as a member of Zero Chippenham to update the Youth Council on their work on climate change in the town.
 - Paul Harvey - Head of Leisure Services at Stanley Park would like to discuss activities with the Youth Councillors.
- Item 11.6 of the Terms of Reference states that the Youth Council may invite 2 Councillors to attend their meetings. Whether they would like to do this, and which Councillors to invite could be an agenda item.
- Ways to promote Chippenham Youth Council amongst young people and ways in which to gather the opinions of young people (as per item 5.2 of the Terms of Reference) could be unpacked and discussed further.

- Dyslexia Awareness Month in October.
- Homelessness in the town.
- The provision of more volunteer run mental health services for young people.
- Area Board on 8th July 2020 is Youth Focussed so the Youth Council may wish to attend.

9. **DATE OF THE NEXT MEETING**

The Youth Councillors agreed to item 4.1 of the Terms of Reference, that meetings should be held monthly on a Wednesday, 4.30pm - 6pm. Heather to send proposed dates for future meetings to the Youth Councillors.

The following feedback was provided by the Youth Councillors for future meetings:

- Youth councillors liked the link to Chippenham Town Council in set up and proceedings.
- A short break should be factored in to future meetings.
- Printed copies of the agenda/minutes should be provided for Youth Councillors but will be shared.

The meeting concluded at 5.52pm

These Minutes are subject to confirmation at the next meeting

Signed on behalf of the Committee as a true record of the meeting

Chairman:

Date: