

Southend Youth Council Officers' Meeting 21 June 2017

Youth in attendance:

Edward Feddon (EF)- Youth Mayor
Nadia Ahmed (NA)- Deputy Youth Mayor
Andy Wilkins (AW)- YEA Member & School Reps Co-Ordinator
Katie Chester (KC)- Press Officer
James Finn (JF)- Junior 3rd Sector Officer
Saffron Reinecke (SR)- LGBT+ Officer
Yasmin Bey (YB)- Speaker
Felix Johnson (FJ)- Chancellor & 3rd Sector Officer
John Jenkins (JJ)- Minute Taker

(Kelly Redston (KR) - Youth Worker)

Apologies:

Isreal Genius
Daisy Sampson

Bolded - actions from meeting

The meeting was opened by Edward Feddon at 17:15.

EF - welcomed all officers and congratulated officers on getting through exams. Quiet month due to exams etc. Standing committee meeting has been held for constitution - thank you to FJ. **Will be sent around** when finalised.

NA - setting groundworks on how to contact First and Arriva

AW - good week for me - having meeting with Essex Youth Services next Tuesday.

FJ - Website is bought and ready to launch. Still have money. Group save ticket being used for next trip to London. Emailed YMCA - **JJ will tell Sacha YMCA to reply. I will email Dan Turpin.**

Southend Digital Group - have spoken to Mari Foster. FJ and IG will represent SYC at these meetings.

KR - Transport meetings not taking place right now.

NA - Unaware of policy changes.

YB - Debate will not be election themed.

EF - Question times will be introduced.

KR - will email YB on different email.

SR - Tried to get responses from people. Everyone has been on hiatus during exam period.

KR - will give SR a plan next week. **Schedule meeting.**

JF - no updates.

KR - Risk assessments have been made for trips. Consent has been given from most parents.

Train to Green Park (2 stops), walk through Hyde Park to Speakers' Corner: safest option to visit another place.

Been busy - KR here to facilitate work, not drive work. I would like to be updated. Decisions made externally must be reported back to KR from somebody. Annual leave coming up around 3rd July. More than happy to be flexible etc but we must all be flexible, not at short notice. Jenny leaving tomorrow - she was very pleased with card - passing on thanks. She will report back how she is getting on.

JJ - minutes are being taken.

KC - all good.

FJ - we have a banner apparently.

EF - thanked officers for updates. Agenda will be put on a screen in the future. Open questions now for scrutiny. Website?

FJ - £32.27 roughly for website. This will be paid every year in June. All works fine but has not been posted - ready to launch.

EF - can we launch at next council meeting?

JJ - any articles? They should be posted before launch
FJ - should be uploaded afterwards. Slowly progressing onto the website.
KC - Dementia friend photos can be used, along with Twitter photos.
EF - minutes put on monthly. Articles put on there.
JJ - just you with access to posting?
FJ - content agreed by Katie. Only I and KR have password. **Youth mayor will be given the password.**
EF - Officer role should be dedicated to the website with a junior role.
NA - Debates should be non-partisan
JJ - YC is not non-partisan.
KR - Everyone has right to an opinion etc. Debates can take place before being political.
JF - Have minutes been sent out?
JJ - Yes, are sent out after every meeting.
EF - help with campaigns?
AW - Needs KR to send documents.
KR - visit any time next week
EF - roles currently overlap. Officer roles take place so that we can vote in officer meetings. People with more than one role must relinquish all roles except one. By-elections must take place in next meeting.
YB - skills? Surely website committee would suit instead of a manager.
KR - Chair of committee should be separate from the officer role.
EF - committee meetings should not take place for website
KR - operational management role to be shared between FJ and YB.
EF - access to website - posts should all be added before going through press officer.
FJ - will delegate third party officer role before by-election. **Third sector officer role and junior press officer role by-elections to be held.**
FJ - Many suggestions are already in the constitution. Junior officers appointed by cabinet?
KR - will not get pool of willing candidates? Constitution must be gone through and workability must be questioned.
KC - JF should become junior?
EF - juniors aren't old enough for the role etc.
AW - ask thoughts on launch party?
EF - running launch at the next YC meeting rather than separate launch. **Add to agenda.**
JJ - **Will send Katie contacts in local area.**
KC - press officers news must be sent to officer from other officers.
YB - social media countdown? Blank page with countdown launched.
FJ - **will change it to countdown shortly.**
KC - will send press release to local schools etc and papers.
YB - can be added to school websites?
EF - Comms policy within constitution RE deadlines etc.
KC - **Will meet with FJ to make a comms plan.**
JF - transport help? **Will make a meeting with Nadia.**
KR - Budget. £2100 given to YC a year. Template for business case for CEO of SBC. Get as many as possible to attend the events with CEO, not just YMs with chains. We would like to get together and meet with you. Business plan presented in meeting.
EF - 5th July Hello! meeting on end of Pier. Good opportunity to show that YC is made up of many parts. Officers should attend if possible.
KR - Budget. £510 spent on membership of BYC. No budget put towards training. Down to £1450 after more events. Travel roughly £250. Website hosting £32.27. No budget put towards campaign. Leaves roughly £388 left.
EF - How much in budget plan?
FJ - £1000 has been justified.
KR - needs to discuss budget with SR re campaign power for LGBT community group. Hello! event is crucial to expanding the budget.
Cannot run a campaign on nothing - all core costs so far but is expensive. You cannot squeeze existing budget, must use meeting to expand budget.

EF - Breakdown of communication right now - in disarray. Proposal putting forward in addition to officer meetings. Will set a date for the next meeting shortly. Youth Mayor decides date of meetings, nobody else. Standardised approach must be used. Must be proposed by YM in good time. Agenda will be made beforehand and will be sent out to all YCllrs. Pre-email will be sent around for people to add AOB. Will be formalised.

KR - Future meeting debates can be added.

FJ - Constitution - agreed that next meeting would be made by simple majority of cabinet.

KR - Dates in diary prior to meetings and then scrutinised etc. Not all officers on group chat.

EF - Group chat is informal - nothing to do with YC. No events can be organised on the chat. Chat is for politics discussion etc but not to arrange dates. Meetings to be held must be passed through EF, NA and KR. Emails about meetings must be sent to YM team - YM needs all emails Ccd to them, no matter how many of them there are.

JF - August meetings?

EF - will be discussed at next YC meeting - perhaps unofficial meeting could be made in local area. Final decision made at next meetings. Not restricting discussions. Meetings should not be arranged on group chat. No meeting will happen that is 'organised' on group chat. Needs to be a formal process.

KR - everyone has been busy and assumptions have been made. This is about saying - continue to work in the same way but important group chat information needs to be sent to YM team and KR. We are all a link in the chain, and so we must tell KR about campaigns beforehand. Rooms booked from preliminary dates.

FJ - Website will have a calendar that can be exported to YCllrs individually.

KR - Press officer must confirm content posted on the website.

JJ - Social media posts go into newspapers. We should contact Echo.

EF - Facebook page is dead. Twitter and Facebook pages should be used. **Can meet next week.** Small committee meeting next Wednesday to get on with work.

Away during mid-July. Could meet in late-July - 27th.

KR - Meetings around every Thursday 4-6 on first floor foyer.

Meeting adjourned at 18:15