

Agenda item 8 (k)

Report and Proposal from the Youth Council and Junior Town Crier Working Party

Youth Council and Junior Town Crier

From: The Town Clerk

Date: 1st October 2020

Relevant Council Objectives:

The Council: Make the Council work more effectively for the Arundel community

EXECUTIVE SUMMARY:

A Working Group was set up at the Full Council meeting of 10th September 2020 comprising of the Town Clerk and Councillors Moorhouse, Phillips, Standing and Wood.

The working group held their first virtual meeting on 1st October 2020 and discussed/agreed their terms of reference.

Councillor Moorhouse was unable to attend therefore it was decided to defer voting for the Lead Councillor for this Group.

Discussions were had in relation to all areas of Safeguarding – concluding that the Town Clerk, Lead Councillor and Councillor Standing should be DBS checked and that a consent form should be created to ensure that a parent/guardian has signed their permission for a young person under the age of 18 to attend any meetings or events in relation to being a Young Councillor or Junior Town Crier.

Areas the working group considered: Youth Council

- Number of young Councillors
8 Young Councillors and an Administrator
- Age ranges of Youth Councillors
11 – Up to eighteenth birthday year (suggestion that Year 6 Arundel School Children could attend sessions without the ability to vote)
- Term of election and from when
To start in May 2021 for 2 years
- Reporting to the Town Clerk and Lead Councillor
- Attendance in a Full Council meeting
Quarterly
- Terms of Reference and Code of Conduct
To be agreed through the Town Clerk with the Working Group
- What would the Young Councillors like to achieve within their 2 year term?
The working group and young councillors to consider ideas as part of their application to be a young councillor
- Promoting and Advertising the Youth Councillor role
Schools, Guiding/Scouting Groups/Churches/Youth Groups
- How to apply for the role
To apply for the role through the Town Council Office who would liaise with the Working Group. The Working Group to consider all applications and bring the selection down to three candidates. The Full Council to vote on the successful young people
- Areas that require a Budget to set up the Youth Council
DBS Checks – x3 @£40.00 each

Young Councillor Robes – £2,500.00 (One off payment) – If Young Councillors require robes or uniform

- A budget to be set upto £4,000.00 for 2021/22 for Young Councillor Projects over a two year term

Areas the working group considered: Town Crier

- Term of election and from when
To start in May 2021 for 1 year
- Reporting to the Town Clerk and Councillor Standing
- Attendance in a Full Council meeting
Six Monthly Junior Town Crier Communication
- Terms of Reference and Code of Conduct
To be agreed through the Town Clerk with the Working Group
- Promoting and Advertising the Junior Town Crier role
Schools, Guiding/Scouting Groups/Churches/Youth Groups
- How to apply for the role
To apply for the role through the Town Council Office who would liaise with the Working Group. The Working Group to consider all applications and bring the selection down to three candidates. The Full Council and **Youth Council** to vote on the successful young person

Actions:

Notes to be created and distributed to the Working Group and Report written and agreed for Full Council – Carolyn Baynes

Research the Age Groups for Young Councillors and see if Yr 6 School Age children can be involved – Les Wood

Confirm the costs of DBS/Enhanced DBS checks – Les Wood

Check with SSALC that we can commit to a Youth Council/Young Town Crier – Carolyn Baynes

Investigate options and costs for the making of “one-size” Councillor Robes and Junior Town Crier regalia (Embroiders Guild, local residents, College project) – Angela Standing

Investigate the cost of making a Young Mayor Chain (a Neck Chain with a single shield) – could this be sponsored? - Mark Phillips

Investigate ways of promoting and wording for social media – Mark Phillips

Investigate any grant funding for Young Councillors and Junior Town Crier – Carolyn Baynes

Approval: The Working Group ask Councillors to AGREE a budget for x3 DBS Checks (for Youth Council and Town Crier)

Enhanced DBS Check £52 (£40 DBS Fee and £12 Admin Fee)

Standard DBS Check £35 (£23 DBS Fee and £12 Admin Fee)

Basic DBS Check £35 (£23 DBS Fee and £12 Admin Fee)

Approval: The Working Group ask Councillors to AGREE a one-off budget for upto £2,500 for Young Councillor Robes

Approval: The Working Group ask Councillors to AGREE a one-off budget for upto £1,000.00, for Junior Town Crier Regalia

Approval: The Working Group ask Councillors to AGREE a budget for a two-year term of upto £4,000.00

Approval: The Working Group ask Councillors to AGREE the cost of the Town Crier and Junior Town Crier Subscription to the Ancient and Honourable Guild of Town Criers (currently £35.00 per annum each) within the 2021/22 budget