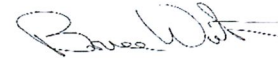


To all members of the Children & Young Adults Committee

Notice is hereby given that a meeting of the Children and Young Adults Committee is to be held on **THURSDAY 2nd October 2025 at 19.30 at the School Green Centre.**



Bruce Winton
Parish Clerk
26th September 2025

Members: Cllrs Fernandes, Johnson, Matic and Montgomery

Agenda

1. Public Questions

- 1.1 To **RECEIVE** and **CONSIDER** public questions

2. Apologies and declarations of members' interests

- 2.1 To **RECEIVE** and **CONSIDER** approval of apologies for absence
- 2.2 To **RECEIVE** members' declarations of interest

3. Minutes of the previous meeting

- 3.1 To **RECEIVE** and **APPROVE** the minutes of 5th June 2025 as a correct record of the meeting and to authorise the Chairman to sign the same*
- 3.2 To **CONSIDER** matters arising from the minutes

4. Education

- 4.1 To **RECEIVE** and **CONSIDER** an update on the change of trust for Oakbank Secondary School
- 4.2 To **RECEIVE** and **CONSIDER** a verbal report from Cllr Fernandes as a Governor of St Mary's Junior School
- 4.3 To **RECEIVE** and **CONSIDER** any other updates regarding education matters in the Parish

5. Anti-Social Behaviour

- 5.1 To **RECEIVE** and **CONSIDER** a verbal update on current Anti-Social Behaviour issues within the parish

6. Youth Matters

- 6.1 To **RECEIVE** and **CONSIDER** an update on proposals for a youth event in Shinfield Parish
- 6.2 To **RECEIVE** and **CONSIDER** an update from the Clerk regarding addressing a student's assembly at Oakbank School to establish matters of interest to students
- 6.3 To **RECEIVE** and **CONSIDER** ideas on how to engage more with children and young adults including potential for summer holiday excursion
- 6.4 To **RECEIVE** and **CONSIDER** an update on setting up a Youth Council

7. Correspondence

- 7.1 To **RECEIVE** and **CONSIDER** any correspondence received for the committee
- 7.2 To **RECEIVE** and **CONSIDER** attendance on a NALC training course "Future Leaders: Attracting young talent to parish and town councils" on 25th February 2026

8. Date of Next Meeting

- 8.1 To **NOTE** the next meeting of the Children and Young Adults Committee meeting will be held on Thursday, 27th November 2025 at 19:30

* Report attached

** Report to follow

Minutes of a meeting of
Children and Young Adults Committee
Held on Tuesday 5th June 2025
At School Green Centre commencing at 19:30

Present: Cllrs Fernandes (From 25/CYA/15.1), Matic, Montgomery (Chair) and Tatla

Attending: B Winton (Chief Executive and Clerk to the Parish Council)

25/CYA/18

Election of Chair of the Children and Young Adults Committee

- 18.1 One nomination (Cllr Montgomery) had been received for Chair of the Children and Young Adults Committee for 2025/26
- 18.2 Cllr Montgomery was elected as Chair of the Children and Young Adults Committee for 2025/26
- Proposed: Cllr Matic
Seconded: Cllr Tata
Agreed: Unanimously
- 18.3 Cllr Montgomery signed a declaration of acceptance of office as Chair of the Children and Young Adults Committee for 2025/26

25/CYA/19

Election of Vice-Chair of the Children and Young Adults Committee

- 19.1 Cllr Matic was nominated as Vice-Chair of the Children and Young Adults Committee for 2025/26
- 19.2 Cllr Matic was elected as Vice-Chair of the Children and Young Adults Committee for 2025/26
- Proposed: Cllr Tatla
Seconded: Cllr Montgomery
Agreed: Unanimously
- 19.3 Cllr Matic signed a declaration of acceptance of office as Vice Chair of the Children and Young Adults Committee for 2025/26

25/CYA/20

Public Questions

- 20.1 There were no public questions.

25/CYA/21

Apologies for Absence and Declarations of Interest

21.1 Apologies for absence were received from Cllr Johnson

21.2 There were no declarations of members' interests.

It was **NOTED** that Councillors Fernandes, Johnson and Matic have children of school age.

25/CYA/22

Minutes of the previous meeting

22.1 The minutes of the meeting held on 11th March 2025 were approved and signed by the Chair as a correct record.

Proposed: Cllr Montgomery
Seconded: Cllr Matic
Approved: Unanimously

22.2 Matters arising from the minutes

24/CYA/35.2 Clerk to arrange a meeting of the Education Working Party for April

A meeting of the Education Working Party had been arranged for 3rd July @ 10.00. This would be a Teams meeting.

ACTION – Clerk to send out Meeting Invites to members of CYA

24/CYA/37.3 Clerk to request the Youth Club to design posters aimed at directing young people to websites relevant to them

The Clerk had held initial discussions with the Youth Club leader but needed to follow this up. He had requested draft posters by the end of July.

ACTION - Clerk to request the Youth Club to design posters aimed at directing young people to websites relevant to them

24/CYA/38.1 Clerk to trial touchscreen

This is in use and working well. It was agreed that the Clerk should now look to get similar devices for the Café area.

ACTION - Clerk to arrange touchscreen devices for the cafe

- 24/CYA/38.1 Clerk to produce samples of “user-friendly” agendas to be displayed on noticeboards

The Clerk provided some samples based on the agenda for tonight’s meeting. The conversation would be used to refine the script used.

ACTION - Clerk to arrange a “user-friendly” agenda to be posted alongside the formal agenda for the next meeting.

- 25/CYA/13.1 Clerk to arrange streaming and promotion of the meeting to the general public

Facilities Committee has been considering some equipment set ups for Tower Room and Grazeley which would make it easier to stream meetings. A site visited to a council using the equipment was planned for 24th June.

ACTION - Clerk to report back following the site visit

- 25/CYA/13.3 Clerk to prepare a proposal for the social media training for schools for the next meeting

This was on the agenda at Item 7.2

- 25/CYA/14.1 Clerk to reply to the response received from the Chief Constable of Thames Valley Police (TVP) dated 27th February 2025

The Clerk advised that a follow up call suggested that:

Clarification on staffing – The problem was partly about how numbers had been counted in the past, so it was not a like for like comparison with current numbers

Help improve response rates – TVPhad requested that SPC pushed TVP surveys when they went live. The Clerk had signed up to TVP notifications and would promote these through SPPC channels

Bike theft – Incidents are triaged still being followed up locally

- 25/CYA/15.1 Clerk to develop the summer series of events

Summer events had been scheduled for

Photography

From 28th July – 07th Aug
(weekend of 08-10th Aug for exhibition etc)

Artist

From 4th Aug – 14th Aug
(weekend of 15-17th Aug for exhibition etc)

Mini Garden

From 18th Aug – 28th Aug
(weekend of 29-31st to display etc)

Cllr Fernandes arrived

- 25/CYA/15.1 Clerk to investigate a "Beating of the Bounds" type event

The Clerk was slowly progressing the concept and had identified an initial route which could be broken down into stages to allow participants to do a part or all of the route. He would check the route viability with members of the local Ramblers Group and report back.

ACTION - Clerk to confirm viability of the route and report back at the next meeting with a draft outline for the event. To be worked on in conjunction with ACE.

- 25/CYA/15.2 Clerk to arrange a meeting with students of Oakbank School, to discuss a Young Councillors Working Party and other relevant topic, at an appropriate time after Greenshaw Learning Trust have had an opportunity to bed in at the school

To be done and see also item 9.4

ACTION - Clerk to arrange a meeting with students of Oakbank School, to discuss a Young Councillors Working Party

ACTION – Clerk to advise Oakbank that if they had any set plays or books, they wished to screen a film version of this could be arranged for the Shinfield Cinema

- 25/CYA/15.3 Clerk to further develop the concept of a summer seaside excursion

It was agreed to run a second bus in addition to the one normally provided for Frensham Green residents.

ACTION - Clerk to arrange promotion of the Shinfield bus to run alongside the Frensham Green bus in August 2025.

25/CYA/23

Budget requirements for 2026/27

- 23.1 There was a discussion of potential items that could be considered. This included more direct communication with residents in general through community ambassadors and door to door exercises.

ACTION – Budget ideas to be shared with Chair and the Clerk

25/CYA/24

Education

- 24.1 Oakbank School – Change of Trust

The Clerk had requested an update from the CEO of Greenshaw Learning Trust but had not yet received a response.

ACTION – Clerk to obtain an update from Greenshaw Learning Trust

24.2 Social Media Safety Training

There had been no follow up regarding pouches from Oakbank School and primary schools had responded to say that they did not have any issues with mobile phones in their schools. It was therefore agreed not to pursue this element.

There was then a more general discussion about the role the council may play in working with schools and organisations to help children and young adults assess risk for themselves to be considered as part of a wider narrative about a vision for the parish.

24.3 St Mary's Junior School – governor appointment

Cllr Fernandes reported that the next governor's meeting was in early July, and he would report back after that.

ACTION – Cllr Fernandes to report back to the next meeting on discussions at St Mary's Junior School Governors Meeting.

24.4 Other Education matters in the Parish

There were no other matters to consider.

25/CYA/25

Anti-Social Behaviour

25.1 Update on Anti-Social behaviour within the Parish

The Clerk advised that there were no incidents at SWP or SGC but was noticed that Ryeish Green Pavilion had been broken into once and a second (unsuccessful) attempt also made.

PCSO had advised that in respect of the damage to the door at Spencers Wood Pavilion, "the youth on the footage has been into the station for interview and the consequences of his actions are being dealt with under a suitable disposal."

25/CYA/26

26.1 Youth event in Shinfield Parish

It was agreed that this event would not be pursued in 2025 due to other commitments but was worth considering longer-term.

- 26.2 Oakbank School – presentation by the Clerk on matters of interest to students

It had previously been agreed that this would be followed up once Greenshaw Learning Trust were fully bedded in at Oakbank.

The Clerk advised the committee that one of his current assignments is to create a presentation to a group of A Level students on community governance. This would provide a useful basis for any subsequent presentation at Oakbank.

ACTION – Clerk to arrange a talk at Oakbank School on what the parish council does that affects students

- 26.3 Engagement with children and young adults

This had been covered at 15.3 above.

- 26.4 Young Councillor

A local University student (who previously attended Oakbank school) has expressed an interest in working with the council as an intern on a project to set up a Youth Council. She has been provided with background information that this committee has previously considered as a starting point. It was agreed that the CYA would convene as a working party to consider any proposals when they were received.

ACTION – Clerk to arrange a Working Party on creating a Youth Council when proposals were received for consideration

25/CYA/16

Correspondence

- 16.1 There were no items of correspondence

25/CYA/17

Date of Next Meeting

- 17.1 The date of the next Children and Young Adults Committee meeting will be 2nd October 2025

The meeting ended at 21.00

List of Actions

24/CYA/35.2	Clerk to send out Meeting Invites for the Education Working Party meeting on 3 rd July to members of CYA	Clerk
24/CYA/37.3	Clerk to request the Youth Club to design posters aimed at directing young people to websites relevant to them	Clerk
24/CYA/38.1	Clerk to arrange touchscreen devices for the cafe	Clerk
24/CYA/38.1	Clerk to arrange a "user-friendly" agenda to be posted alongside the formal agenda for the next meeting	Clerk
25/CYA/13.1	Clerk to report back on equipment for streaming meetings following the site visit to other council using the same equipment	Clerk
25/CYA/15.1	Clerk to confirm viability of the route for a Beating of the Bounds type event and report back at the next meeting with a draft outline for the event. To be worked on in conjunction with ACE	Clerk
25/CYA/15.2	Clerk to arrange a meeting with students of Oakbank School, to discuss a Young Councillors Working Party	Clerk
25/CYA/15.2	Clerk to advise Oakbank that if they had any set plays or books, they wished to screen a film version of this could be arranged for the Shinfield Cinema	Clerk
25/CYA/15.3	Clerk to arrange promotion of the Shinfield bus to run alongside the Frensham Green bus in August 2025	Clerk
25/CYA/23.1	Budget ideas to be shared with Chair and the Clerk	All
25/CYA/24.1	Clerk to obtain an update regarding Oakbank School from Greenshaw Learning Trust	Clerk
25/CYA/24.3	Cllr Fernandes to report back to the next meeting on discussions at St Mary's Junior School Governors Meeting	Cllr Fernandes
25/CYA/26.2	Clerk to arrange a talk at Oakbank School on what the parish council does that affects students	Clerk
25/CYA/26.4	Clerk to arrange a Working Party on creating a Youth Council when proposals were received for consideration	Clerk