



COMMITTEE: Sedgefield Youth Club  
DATE: 27<sup>th</sup> April 2026  
TIME: 5:30PM  
VENUE: Sedgefield Parish Hall  
PRESENT: Julie Towler, Kelly Dickerson, Victoria Robinson, Kerry Nicholson,  
Helen Cunningham

## MINUTES

### 1. APOLOGIES

N/A

### 2. SYC MINUTES

No previous minutes to approve. Approved via adobe and circulated to community and environment committee.

### 3. VALENTINES & EASTER

**Valentine's Disco** - Numbers improved with nine juniors but no seniors. However, this was an interim disco held outside the main hall, therefore attendance was in line with expectations. Activities included games and dancing.

**Easter Disco** – with DJ in main hall, attendance was good with fourteen at the mini disco and nine seniors. Lively atmosphere which supported a strong engagement throughout the evening. Activities included dancing, games, egg hunt, and themed Easter entertainment. Attendance was in line with expectations for a seasonal event. Behaviour was good and the disco ran smoothly with no issues reported.

The event operated at a financial loss however this was anticipated. As a youth club our purpose is to provide safe enjoyable and engaging opportunities for local young people rather than to generate profit, the cost of the DJ and materials reflect our commitment to delivering high quality community events that support participation and well-being.

Overall, the disco met its objectives and contributed positively to member engagement during the Easter. And future promotion of the youth club.

**ACTION: To note.**

#### **4. SUMMER HOLIDAYS**

The summer holiday programme remains as previously reported. No changes have been made to the planned activities at this stage promotion and publicity will be prepared over the coming weeks to ensure strong engagement and give families adequate notice of the schedule.

**ACTION: VM/KN**

#### **5. CHRISTMAS DISCO**

Nothing to report, planning ahead.

**ACTION: VM/KN**

#### **6. CASH RECONCILIATION**

No discrepancies. Cash and data sheets up to date. Balance as of 27.4.26 £32.59

**ACTION: VM/KN/JT/KD All to continue to check sheets and cash tin.**

#### **7. FUNDRAISING IDEAS**

Applications for external funding are progressing as planned. Requests have been submitted to the mayor's charity fund, local community groups and councillor's funds we are currently awaiting responses from each organisation further updates will be provided as decisions and donations are received.

Future funding to be explored with the Awards for all funding.

**ACTION: KD**

## **8. ADVERTISING**

This club now has access to a shared Microsoft teams' space, allowing all information, photographs, and promotional materials to be uploaded and stored securely. This enables the Town Council access to the content easily for use across all official social media channels, ensuring consistent and timely promotion of the club activities.

A senior member has also taken on responsibility for preparing posters and visual materials. The quality of the recent Easter and summer holiday posters is a credit to her and they have contributed positively to the club's public profile.

The Medieval Fayre Team are currently seeking prize donations. Victoria will contact Sarah Guest to offer Sedgefield Youth Club annual pass as a prize. This will support the Fayre's fundraising efforts while promoting the Youth Club and increasing visibility for both organisations across the Town.

The Town Council continue to share the Youth Clubs updates, posters and event information across all the official social media channels and updates are shared with local councillors' updates and on youth workers and councillor's own social media pages. Posters are also shared with local schools and community noticeboards. These combined efforts demonstrate a structured and proactive approach to advertising.

**ACTION: VM/KN**

## **9. INTERNAL AUDIT**

The internal audit report dated 24th of March 2026 was shared at the committee which gives the assurance level of substantial. The good work was acknowledged around improvement of governance arrangements since the last audit however

full assurance could not be provided because of issues around promotion and planning of activities, there will be a review in June 2026.

**ACTION: All**

#### **10. AOB**

SUBS – A review of the Youth club’s income and expenditure shows that the current weekly subscription of 50P is no longer sufficient to support rising running costs, expenditure on tuck shop stock, activity materials, and event delivery continues to increase while income from Subs has remained static for several years. To ensure the club remains financially sustainable and able to offer a safe engaging and well resourced environment for young people it is proposed that the weekly Subs be increased to £1 per session, this remains a modest and accessible fee consistent with other local provisions and continues to reflect the club's ethos of affordability and inclusion. This increase will help cover basic weekly operating costs, reduce reliance on fund raising for routine expenditure, support the purchase of new equipment and activities, strengthen financial resilience ahead of seasonal events. The youth club remains a not for profit community service and all income will continue to be reinvested directly into improving the experience for young people.

**ACTION: To note**

#### **11. DATE OF NEXT MEETING**

13<sup>th</sup> July 2026

Signed



Julie Towler (Chair)

Signed



Kelly Dickerson (Vice Chair and Secretary)