

Ordinary Meeting of Harberton Parish Council 12th March 2024

This document has been compiled to support Parish Councillors' consideration of the following agenda item:

Item 11 **Totnes Rural Area Youth Engagement Project (TRAYE)** *To consider TRAYEs response to the Parish Council's resolutions on providing a grant to the organisation*

Context:

At the February meeting of Harberton Parish Council, the Parish Council considered a request from TRAYE to consider entering into a Memorandum of Agreement to provide Youth Services in the Parish and for funds of £3500 to support continued operation of youth activities in Harbertonford.

After consideration of legal advice obtained from DALC and consideration of available funds the following resolutions were made:

It was RESOLVED that the Parish will not enter into a MOU with TRAYE.

It was RESOLVED to make a grant to TRAYE of £1500, with indication what percentage of the precept this relates.

It was RESOLVED that this grant be made in the new financial year, after 1st April 2024, subject to TRAYE agreeing that they will continue running the youth club in Harberton Parish for the coming financial year.

The Clerk forwarded these resolutions to the Chair of TRAYE project Trustees and another of the trustees involved.

Contact has since been made with the Parish Council Chair and with the Clerk in response to the Parish Council's resolutions.

The formal response from TRAYE is as follows:

Traye held a meeting this morning and agreed that I [*the Trustee*] should set out the situation that you can put to the Council:

1. Traye will continue to supply the service for 5 months from April 1st for your payment of £1500.
2. Notwithstanding 1 we will need a decision from you by the end of May as to whether you wish to continue beyond August as we will need time to deal with the staff issues that result if the service stops.
3. If you can confirm that Traye will receive a Grant of £1000 - even though we cannot submit until September, then the above dates can be pushed back by three months.
4. To provide the service for the whole year the alternatives I can see are to increase the grant by another £1000 or alternatively, as other Councils have done, take that sum from Reserves.

I know you wish to continue the service and hopefully one of those alternatives will be acceptable.

I look forward to hearing from you when you have made your decision. I do hope you can find a positive solution.

Best wishes,
[Trustee]

The original email from the Chair of TRAYE project Trustees:

On Fri, 23 Feb 2024 at 17:08, [Chair TRAYE project Trustees] wrote:

Dear Cat,

Thank you for your email this morning. Yes, both *[Trustee]* and I did receive your previous email further to the recent Harberton PC mtg. just to confirm I'm referring to the correct one, I've attached it below.

The reason I called Doug as your Chairman yesterday was further to discussions we are now having at TRAYE, in the wake of the replies and agreements of each Parish / Town where TRAYE delivers sessions and events, regarding their confirmation of funding for the tax year 2024/25. It is my understanding that the Chair of a Parish Council can request to revisit a decision taken within the statutory 6 month rule if it is considered an urgent matter by the Chair.

We do understand the issue that has arisen regarding the Memorandum of Understanding (MOU) we sought to be the basis of an agreement with participating Parish Councils and are aware that communications with Dalc and between the councils has created concern around that MOU and signing agreements. It is clear that most of the participating Parish Councils are unwilling to sign to the MOU but are willing to provide the 50% contribution of costs for TRAYE project's at £3,500.00 for fortnightly sessions and school holiday events in the parish for 2024/25 on the basis of the offer as set out in the MOU.

While this has not yet been formally agreed at a TRAYE Trustees meeting, we are willing to not require any formally signed document, but we do consider it helpful for participating councils to have a clear understanding of what TRAYE project provides for the young people in their parish, what this costs and as such we will reformat that MOU document as a proposal which does not seek any signature.

Your email of 14.02.24, stated that £1,500.00 was the contribution the PC was willing to pay *"this grant be made in the new financial year, after 1st April 2024, subject to TRAYE agreeing that they will continue running the youth club in Harberton Parish for the coming financial year."* However, this leaves TRAYE with a problem with the other Councils that have agreed to pay the £3,500.00 requested 50% contribution towards fortnightly sessions in the parish for a year. If a parish is not willing to pay at the same rate as others, then quite reasonably those other councils consider that they are subsidizing the parish paying less and the fair share payments falls apart (and in turn TRAYE is then on a very unsure and potentially unsustainable footing) or TRAYE takes a difficult decision and sessions cease in that parish. The latter offers the worse outcome for the young people and their families. I outlined the relative parish precepts of the parishes participating in TRAYE (copy of document attached)

My call to Doug yesterday was to clarify these points and the update on our revised position regarding the MOU. I also called him to ask whether the lower amount offered was on the basis of TRAYE being invited to apply for the other £2,000.00 from the community grants pot later on; which he thought was not the case. My final point was to ask whether without the MOU, the funding decision could be revisited (on an urgent matter basis) by the PC in light of this discussion. Doug said he would check in with yourself.

As mentioned to Doug yesterday, TRAYE project was originally asked by Ginny Davison as then PC Chair to bring TRAYE services into Harberton. It was made clear at the time that the support structure was that of a parish council partnership such that participating parishes contributed an equal amount for the fortnightly sessions in their parish and a member of the PC was a rep on either the Steering Group (SG) or Board of Trustees, i.e. sharing the costs and support/management for the project. Harberton is the only

participating parish that has not had a representative on either our SG or Board of Trustees, which does mean other parish Councils are sharing that additional load.

Please could you let myself and [REDACTED] know how you wish to proceed at this stage. If the offer of £1,500 is the maximum that the parish wishes to contribute, we could only match fund and continue the project for 4-5 months into the new financial year and then cease the sessions.

I realise this sounds fairly stern, but we cannot risk the potential for a knock-on effect of all the parishes refusing to contribute more than another and the untenable pressure that would put on our finances and fundraising which is already very challenging in these difficult economic times.

Either way, thank you for your support for TRAYE project to date.

Kind regards,

Chair TRAYE project Trustees

Further advice from DALC

The Clerk has spoken with DALC on the telephone and can share the following with councillors to support consideration of this issue:

- The '6 month rule' is not a statutory requirement of Town and Parish Councils, however many Town and Parish Councils carry this forward from Model Standing Orders and it depends on what it says in the Parish Council's own standing orders as to protocol for review of a decision within 12 months. It is a misunderstanding that the Chair can bring a decision back to the Parish Council – it is likely that this is the protocol for the principal authority, but does not apply to Parish or Town Councils.
- There continues to be a misunderstanding that TRAYE is providing a service to the community and that the Parish Council is obliged to pay for it. The Statutory Duty to provide youth services belongs to the Principal Authority – the County Council. Correspondence from TRAYE refers to a Parish Share of £3500 – it is not the case that the Parish Council has a 'share' to pay, as it has no duty to provide the service. It is up to TRAYE as an organisation as to whether or not it can sustain itself. There is no obligation for the Parish Council to 'pay its share' as it is not responsible for a 'share'. TRAYE is a 'club' that is asking for a grant from the Parish Council, and it is up to the Parish Council to decide if it wishes to pay it.
- It doesn't matter what other Parish or Town Councils are giving to TRAYE, this should not be a consideration of the Parish Council. It is the prerogative of another parish council to decide how much funding it wishes to contribute to the charity and other Parish/Town Council contributions need/should not have any bearing as to what Harberton Parish Council contributes.
- The Parish Council should consider a grant to TRAYE in the same way as it does for any other club or society – such as the Girl Guides, Youth Singing Group, for example.
- It was advised to refer the organisation to Devon County Council for support and suggested that the Clerk may wish to speak to Devon County Council directly to ask if the authority, as being the Statutory Authority for Youth Services is aware of the clubs being provided by TRAYE and if it is already making a contribution. If the service is commissioned by Devon County Council then there would be limitations on the Parish Council making contributions.

Further information for consideration

The Clerk has compiled information about the grant funding that TRAYE has benefitted from since 2017, as well as a record of engagement with TRAYE, as below.

TRAYE Summary update

Town and Parish Council contributions to TRAYE for 2024/25 Financial Year

Area	2023/24 Precept	Contribution to TRAYE	Percentage of precept	Notes
Buckfastleigh	£156,100	£8,824.80	5.65%	
Staverton	£23415	£3500	14.95%	<p>Agenda February Meeting: To consider the proposal for a Memorandum of Understanding (MoU) and to agree the way forward in light of powers under Section 137 of the Local Govt Act 1972 and DALC advice for a grant application and monitoring process."</p> <p>Extract from minutes (Cllr Vidler had declared an interest as a Trustee of TRAYE) <u>Funding Process for TRAYE</u> It was reiterated that DALC have recommended a grant and monitoring process, as is applicable with any funding under Section 137. Up to now, TRAYE has provided its Annual Report and Accounts. The rules around Section 137 indicate that funding above £2k should be subject to more rigorous monitoring. An addendum to the Annual Report giving information specific to Staverton – how many meetings, hours per session, no. of children in attendance, full number of children on the books – was regarded as sufficient by the Committee. Cllr Vidler/Clerk to draw up the grant application and monitoring paperwork for Council to look at in March.</p>
Dartington	£35,000	£3500	10.00%	Dartington agreed to give £3500 to TRAYE for the financial year 24/25 on the proviso that a grant application was submitted which complied with our grants awarding policy, and a grant monitoring form filed out afterwards to show how the money was spent. These forms are on our website if you'd like to have a look on this page: https://dartington-pc.gov.uk/grants/
Totnes	£656,022	£8750 (TBC)	1.33%	
Harberton(ford)	£21,364	£1500	7.02%	[+£1000 can be applied for from CBF in September 2024)
Marldon	£64,000	£3500	5.47%	
Holbeton	£17,756	£3500	19.70%	Minutes record that Holbeton PC accepted the MOU with no queries
Yealmpton	£60,000	£3500	5.83%	Minutes note Yealmpton Parish Council is seeking to pay for weekly sessions. Note that with income in addition of the Precept Yealmpton's 24/25 budget is £100,000.
Bridgetown	£16,366	£1750 TBC	10.96%	Papers published by Staverton Parish Council indicates that Totnes Town Council makes the contribution for TRAYE in Bridgetown.

History of Harberton Parish Council's Contributions to TRAYE

Financial Year	Financial request from TRAYE	Parish Council Contribution to TRAYE	Source	Notes
2017/18	NA	<i>Joint funding bid</i>	Town and Parish Fund (TAP)	A joint application from Rattery and Harberton Parish Councils was made for funding to support a pilot to expand TRAYE (operating in Totnes, Dartington, Staverton and Marldon). Value of the Grant = £4366.20
2018/19	£1000 per council will be contributed to TRAYE from Parish Council funds, paid as £500 in the financial year 2018/19 and £500 in 2019/20; Parish Councils will request approximately £500 per parish from the district and county Locality Funding	£500	Parish Council Reserves	
		£500	Transfer of Locality Grant (County Council)	
2019/20	In March 2019 it was noted that TRAYE was seeking a contribution of approx. £1000 per year per parish	£500	Parish Council Reserves	Parish Council contribution to TRAYE funds Payment 2: £500 in 2019/20 (as per 2018/19 agreement)
		£226		Parish Council contribution to TRAYE funds for 2019/20
2020/21	In September 2020 cllrs were informed that a grant request for £1000 has been made to all Parish Councils in whose parishes the TRAYE project operates	£500	Precept	October 2020 In response to the funding request received, it was RESOLVED to accept the Finance Committee's recommendation that spending be reviewed in January, when setting the budget for 2021/22. It was recommended to encourage TRAYE to apply to the Community Benefit Fund for a grant. In February 2021 it was RESOLVED to make a £500 donation to TRAYE as the allocated amount in the Parish Council's 2020/21 budget, requesting to see the most recent accounts before making that donation. It was agreed to forward information about the Parish Community Benefit Fund to TRAYE encourage an application from the young people who use TRAYE in Harberton Parish. Should those young people wish to make an application, the Parish Council would like to see some more information about the numbers of young people in the Parish who engage with TRAYE to support that application. It was also commented that the Harberton Parish covers both villages of Harberton and Harbertonford it would be interesting to hear ideas as to how young people from both villages could be supported to engage.

2021/22		£500	Community Benefit Fund	
2022/23		£500	Precept	‘Youth Provision’ line in budget 2022/23 budget.
		£1000	Community Benefit Fund	
		£500	Earmarked reserves	Funds earmarked for ‘Youth Provision’ was paid to TRAYE at the end of the financial year and closed the earmarked reserves line.
2023/24	In January 2023 it was noted that TRAYE had requested an uplift in funds of £2500 per year	£1000	Precept	It was RESOLVED to accept the Finance Committee’s recommendation to budget for £1000 contribution to the TRAYE project in 2023/24 and to encourage TRAYE to submit an application to the Community Benefit Fund for an additional £1000, taking total contribution to £2000 in the 2023/24 financial year.
		£1000	Community Benefit Fund	
2024/25	Request of £3500 per year per Parish	£1500 budgeted	Precept	In January 2024 it was noted that an email had been received from TRAYE indicating that parish councils are being asked for an annual £3500 contribution to the cost of the project. It was agreed to make no further increases to the current ‘Youth Services’ budget line of £1500.
		Option to apply for up to £1000	Community Benefit Fund	
Total Section 137 funding to 2024 (outside TAP Fund)		£6726		
Including 2024/25 grants, if applied for		£9226		

History of Harberton Parish Council's relationship with TRAYE (from minutes)

This detail is provided for information to councillors who have joined the Parish Council more recently

2017/18 Financial Year

9th May 2017

16. Matters at the discretion of the Chairman

Youth Club It was agreed that ongoing management of the youth club be an item for discussion on the next agenda.

13th June 2017

Public session

- i) One of the regular Youth Club volunteers attended the meeting with three young Harbertonford residents of to request Parish Council support in the development of youth provision in the Parish, particularly for young people of secondary school age. It was suggested that some research should be undertaken by the Youth Club on the preferred support options and expected costs. The young people were invited to provide the Parish Council with some ideas of what they would like, for consideration. The young people were thanked for attending the meeting and for sharing their views.

15. Correspondence

15.1. Harbertonford Youth Club: request for support from volunteer committee It was reported that a letter had been received from members of the voluntary committee keen to explore funding for a paid playworker/youth worker to lead/oversee sessions in Harbertonford, possibly linking in with Staverton, Dartington and Marldon's shared youth worker. It was commented that in June 2015 the Parish Council had been asked to contribute to a youth worker post based in Totnes to reach out to rural communities. The Parish Council resolved to decline the request in order to support the grass roots work already taking place in the village, but the youth club had no particular requirements of the Parish Council at the time. After discussion it was RESOLVED that the clerk link the youth club volunteers with the C.Cllr. to discuss the current model. The C.Cllr suggested councillors visit the new facilities at Rushbrook.

11th July 2017

Public Session

- ii) The Harbertonford Youth Club volunteer in attendance thanked the Parish Council for welcoming young people to the last meeting. Contact had now been made with the youth worker of the Staverton area and further research has been undertaken on potential users for the youth club. Information available in the census suggests that there are approximately 30 young people between the ages of 6 – 15 in Harbertonford and 64 in Harberton. It was reported that Harbertonford Youth Club will host a picnic to attract young people to get involved and begin consultation on the future of the club. It was reported that the club will be applying to the Community Benefit Fund.

4. County Councillor's Report

4.1.2 The C.Cllr invited volunteers from the Harbertonford Youth Club to Totnes steering group meetings to share experiences.

14th November 2017

10. Town and Parish Fund Cllrs reviewed the application form and guidance notes to consider proposal ideas for a grant. Following discussion it was RESOLVED invite volunteers at the Harbertonford Youth Club to develop with support from the clerk, for the Parish Council to approve at the next ordinary meeting. It was agreed to contact the C.Cllr for support.

12th December 2017

Public Session

ii) A helper from Harbertonford Youth Club attended the meeting regarding the proposed joint Town and Parish Fund application to support youth services within the parish. The volunteer run club would benefit from professional support by coming under the umbrella of the Totnes Rural Area Youth Engagement Project (TRAYE) and share costs. It was reported that two young people had hoped to attend the meeting to comment about how increased youth service provision would be of value to them. One is a young carer and would greatly benefit from the social aspect of a youth club, and another young person who is now attending secondary school and that a club with activities for 11+ year olds would enable her to stay in contact with friends from her previous primary school. Cllrs asked if these young people could be encouraged to write something that could be submitted in support of the bid. The Chairman commented that she had attended the meetings with TRAYE and other parish councils, and having previously been sceptical about the project was very impressed with the impact the project has had, skills of the people involved and the activities provided for the young people

10. Town and Parish (TAP) Fund

Cllrs were informed that representatives of the Harbertonford Youth Club had attended an open meeting of the Totnes Rural Area Youth Engagement (TRAYE) Project on Saturday 25th November at 10am in Dartington Village. The meeting was held to share information about the project, now a with its own charity status and to discuss ideas for the future. Further discussions and meetings between the C.Cllr, Cllr Davidson, representatives of Harbertonford Youth Club and Rattery Parish Council had taken place since, leading to the development of a draft TAP fund application with Rattery Parish Council as the lead applicant to expand the TRAYE project to enable youth service provision in Rattery and Harberton Parishes. Representatives from Harberton and Rattery would then sit on the board of trustees. The C.Cllr estimates the cost of the scheme to be approximately £7000 per Parish, per year, which would be met by continuing to raise funds through funding bids. Having reviewed the draft proposal, it was RESOLVED to support the application. The chair agreed to write a letter of support to be included in the application. Cllrs Broom, Davidson, and Janes agreed to consider volunteering to join the TRAYE board.

9th January 2018

3.1 County Councillor's Report

3.1.1 A modified TAP fund application had gone forward to support the extension of the Totnes Rural Area Youth Engagement project to Rattery and Harberton Parishes.

7. Monthly Reports

7.4 Town and Parish Fund 2017/18 It was reported that following consultation with District Councillors and other Parish Councils involved in the Totnes Rural Area Youth Engagement project that an application would have a greater chance of success if the grant request reduced to £6000 and focus on expansion of TRAYE into Rattery and Harberton Parishes rather than provide additional support to Parishes already operating the scheme. Member Panels that will meet to determine the submitted applications will be held on the afternoon of Thursday, 1 February 2017 to which both Chairs of Rattery and Harberton Parish Council will attend. It is hoped they will be accompanied by a group of young people likely to benefit from the funding.

11. 2018/19 Budget

Earmarked Reserves Totnes Rural Area Youth Engagement Project (TRAYE) 800.00

13th February 2018

7. Monthly Reports

7.4 Town and Parish Fund 2017/18 It was reported that the Chair of Harberton Parish Council attended the meeting to determine the submitted applications on 1 February. Everyone in the cluster was allocated funding. Rattery and Harberton Parish Councils can now proceed with the expansion of

the Totnes and Rural Area Youth Engagement (TRAYE) project having been awarded £4366.20. The shortfall of £1700 on the requested grant is expected to be met by further fundraising.

13th March 2018

3.1 County Councillor's Report

3.1.5 Totnes Rural Area Youth Engagement (TRAYE) It was reported that a grant from the National Grid has been awarded to the project. A joint meeting is being held on Monday 19th March 2018. TRAYE was discussed again later in the meeting.

7 Monthly Reports

7.4 Town and Parish Fund 2017/18 It was reported that the C.Cllr has written to all Parish Councils involved in the project to request a £1000 contribution commenting that if a youth worker is employed for the expansion, then there should be three months funding in reserve in place. Cllrs had concerns about the expectation in the current year's budget. It was suggested that SHDC is asked to provide Town and Parish grant funding in advance to support roll out of the project before any further Parish Council funds are committed. It was agreed to defer consideration on this issue to the next meeting to seek advice as to Parish Council powers to support youth service provision and speak with representatives of Rattery Parish Council. The C.Cllr's letter also requested a Parish Councillor to join the project board of trustees and to appoint a further named representative from the Parish to join the project steering group. Cllrs Broom and Janes declined. Cllr Davidson agreed to attend the next meeting on 19th March as an observer, however did not have capacity to become a trustee due to contributing to several other council projects. Cllr S. Hockings agreed to help support and it was agreed to approach Cllr Beamish and youth club volunteers and other residents with children in Harbertonford to consider becoming a trustee.

2018/19 Financial Year

10th April 2018

3.1 County Councillor's Report

3.1.6 . TRAYE It was commented that a meeting had been held at the end of March. The Chair expressed concerns that the minutes circulated were not an accurate representation of the meetings and raised serious concerns about how the agreement to move forward with the project was represented through correspondence. This was discussed in full at item 7.4.

7. Monthly reports

Item 7.4. Town and Parish Fund 2017/18: Totnes Rural Area Youth Engagement Project

7.4.1. Update After receiving correspondence from the C.Cllr at the beginning of March, it was commented that there were elements of concern in respect of funding and expectations of the Parish Council. The TAP fund application was made in response to a request by a volunteer at the youth club and some youth club members for additional support. The C. Cllr had suggested, at that meeting, that TRAYE could be an ideal vehicle for this.

Following consultation with the Devon Association of Local Councils (DALC) the clerk advised the Parish Council that legislation doesn't provide a specific power that Parish Councils can provide or donate to youth services. Expenditure relating to the TRAYE project would best sit under Section 137 of the Local Government Act 1972 which enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory authority. The Parish Council was advised that section 137 expenditure within the financial year is limited, including expenditure as a result of obtaining grant funding, and is and open to challenge. The Clerk advised that the Parish Council must consider what it spends under section 137 very carefully. The Council must first be satisfied that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants (not a single individual). The Council must secondly ensure that the direct benefit accruing to its area or residents is commensurate with the expenditure incurred.

The Chair reiterated for the record that concerns were raised at the time of submitting the TAP fund bid about ongoing costs of the project and were reassured that this would be met by further fundraising bids. The Parish Council has never agreed that it would underwrite the TRAYE charity to the value of £6500/7000 per year. Cllrs agreed that the Parish Council would not be able to commit to that level of cost, given its high percentage of the precept.

The meeting was adjourned to enable the C.Cllr, as Chair of TRAYE, to speak. There was a discussion in which the Chair of TRAYE commented that they would like to see each Parish take some responsibility for management of the project and to contribute effort to the fundraising necessary. Concerns were expressed that the project was evolving into something different than was originally expected by both Harberton and Rattery Parish Councils. When the meeting was reconvened, it was agreed that Cllrs Davidson and McDonnell attend the next TRAYE meeting to discuss the project further with TRAYE members to see what options are available to pilot the scheme, including options for a limited term contract with TRAYE.

7.4.2. Consider request for donation to the project No resolutions were made.

7.4.3. Consider request for cllrs to join the TRAYE board Not discussed

7.4.4. Consider formal response to C.Cllr letter Not discussed

9th May 2018

7. Monthly reports

Item 7.4 Town and Parish (TAP) Fund 2017/18: Totnes Rural Area Youth Engagement (TRAYE) Project

7.4.1 It was reported that Cllrs Davidson and McDonnell had attended the TRAYE meeting at which they explained the Parish Council's position on Section 137, clarified that no Harberton Parish Councillors had agreed to be a trustee and to discuss options for provision of youth services in Rattery and Harberton Parishes. It was reported that 1-year of service could be provided taking into account TAP funding, financial contributions from each Parish Council and a share of recent grant funding from the National Grid. The TRAYE chair apologised for the use of the word 'underwriting', when looking for a commitment and contribution to process of fundraising.

7.4.2 A proposed agreement with TRAYE was circulated in advance of the meeting for consideration. A summary of the agreement follows: The Parish Councils of Rattery and Harberton will join TRAYE for 12 months from June 1st 2018. During this period, each parish may nominate a person to serve as a trustee of TRAYE; the Parish Councils will nominate a person to work closely with and support youth workers employed by TRAYE to provide youth services in their parish; each parish will support TRAYE in its search for grant aid funding; the full amount of the TAP FUND Grant will be contributed to TRAYE funds; £1000 per council will be contributed to TRAYE from Parish Council funds, paid as £500 in the financial year 2018/19 and £500 in 2019/20; Parish Councils will request approximately £500 per parish from the district and county Locality Funding; TRAYE will review its professional and financial operations to ensure that operations continue to meeting the needs of young people in the participating parishes, provide value for money and are sustainable. Each parish will decide if they wish to remain a member of TRAYE no later than the end of March 2019. It was RESOLVED to adopt the agreement, with two conditions:

- i) Rattery Parish council also adopts the proposal
- ii) That it is made clear that the financial contribution of £1000 is made 'per council' to avoid ambiguity.

7.4.3 The point of contact for TRAYE in Harberton Parish was not discussed.

10th July 2018

7. Monthly Reports

7.4 Town and Parish Fund 2017/18

Cllr White agreed to sit on the TRAYE committee and take on the liaison role with Harbertonford youth club volunteers. It was noted that the new youth worker has made three visits to the Parish and sessions have been well received.

11th September 2018

Public Session:

- i) Having come into post the previous week, the new Lead Youth Worker for Rural Projects in Rattery and Harberton attended the meeting to introduce herself to cllrs. It was confirmed that she will be running sessions to engage 8-18-year olds in both parishes. It was reported that a simple website for the Totnes Rural Youth Engagement project has been launched www.TRAYE.org and it was agreed to publish a link from the Parish Council website. The Lead Youth Worker was welcomed to the role and asked to keep the Parish Council in touch with the project as it develops.

3. County Councillor report

3.1.3 Locality Budget Cllrs were informed that applications to the C.Cllr's locality budget should be submitted before Christmas. The fund has already supported the local Community Land Trust project, is expecting an application from the Primary School to resurface the car park and is expecting an application from the Parish Council for TRAYE funds. See item 8.

7. Monthly Reports

7.4 Town and Parish Fund 2017/18 (TRAYE) In Cllr White's absence there was nothing to report.

8. County and District Councillor Locality Fund Consider applications to funds available

8.1 County Councillor It was RESOLVED to submit a grant request of £500 for the Totnes and Rural Area Youth Engagement Project. It was agreed that the Parish Council would agree to the terms and conditions and would provide a short report on the outcome of the funded project. ACTION: The Clerk agreed to complete the relevant application paperwork.

9th October 2018

3. County Councillor's report

3.1.4 TRAYE It was requested that the TRAYE report be sent to Cllr Sean White as the Parish Council's representative and the minutes of the last meeting are forwarded.

5. Matters arising

5.6 Locality Fund Applications The Clerk reported that applications had been made to South Hams District Council (SHDC) and Devon County Council (DCC) Locality Fund for the Harberton Community Landing Site and the Totnes Rural Area Youth Engagement Project (TRAYE).

7 Monthly reports

7.4 Town and Parish Fund 2017/18 (TRAYE) No update.

13th November 2018

7. Monthly reports

7.4 Town and Parish Fund 2017/18 (TRAYE) It was reported that Cllr White has not received any minutes from TRAYE meeting.

12 Correspondence

12.12 20181029 Locality Budget Award Cllrs were informed that the Parish Council had received an award of £500 from the C.Cllr's locality budget to engage a youth worker in the Parishes of Harberton & Rattery. It was agreed to transfer monies to TRAYE on receipt of a completed feedback form and to discuss at the next meeting.

11th December 2018

3.1 County Councillor's report

3.1.4. TRAYE AGM will take place on the 18th January 2018 at which young people who have been attending activities will give an update and staff will answer questions. It was reported that Cllr White has accepted the invitation to attend on behalf of the Parish Council

7 Monthly reports

7.4. Town and Parish Fund 2017/18 (TRAYE) See C.Cllr's report. Cllr Davidson will attend the AGM.

10. 2019/20 Budget Ahead of the Finance Committee's meeting to prepare the budget and precept demand for Parish Council approval, cllrs were given the opportunity to propose projects and priorities. The following suggestions were made: begin building up reserves for Parish Lengthsman; costs of DAAT landing site in Harberton; purchase of a projector following SHDC decision to halt circulation of paper plans to Parish and Town Councils; TRAYE project; costs associated with website/social media broadcast.

8th January 2019

7 Monthly reports

7.4 Town and Parish Fund 2017/18 (TRAYE) No report

Budget:

Earmarked Reserves Totnes Rural Area Youth Engagement Project (TRAYE) 1726.00 Increase reserves by £200 from Precept in order to meet agreed contribution to TRAYE for trial plus £226 on next year

12th February 2019

Public Session:

The leader of the Totnes and Rural Area Youth Engagement project (TRAYE) attended the meeting to show a short film to share the impact of the TRAYE project to date. Cllrs had the opportunity to ask questions and learned that sessions included informal learning around life skills, internet safety as well as activities such as arts and crafts, music and dj-ing. It was commented that sessions have been attended by approximately 10- 19 children and young people. During half term the initiative runs trips and activities rather than hall based sessions, using Bob the Bus. It was commented that some of the older young people have been organising activities for younger children. Children and young people are encouraged to attend via posters in KEVICC, social media and via the TRAYE website. One of the youth workers is a member of staff at KEVICC and refers young people to the club through work. Cllrs commented that it would be good to get more parents involved to act as the interface between the Parish Council and the TRAYE project and sit on the steering committee. It was commented that some parents have shown interest in the sessions and may be encouraged to get involved.

7. Monthly reports

7.4 Town and Parish Fund 2017/18 (TRAYE) It was RESOLVED to discuss the future of the TRAYE project at next meeting. Cllr White will be attending the AGM.

12th March 2019

7. Monthly reports

7.4 Town and Parish Fund 2017/18 (TRAYE) Cllr White forwarded a written comment to the Clerk that he had attended the TRAYE AGM to which approx. 8 people attended including 2 who were considering becoming trustees one of whom was a parent. TRAYE will require additional future funding if the initiative is to continue and there is a desire, if possible, to try and have the sessions once a week as opposed to every other week. The charity is endeavouring to try and secure more and regular funding. It does not appear that most parents are willing to become involved more actively either directly or indirectly in trying to raise funds.

10. Totnes and Rural Area Youth Engagement Project Consider continued funding to the project

10.1 Report on Section 137 spending in the 2019/20 financial year Cllrs were reminded that Section 137 of the 1972 Act permits the Parish Council to spend on activities for which it has no other specific powers. For the financial year 2019-20 this is capped at £8.12 per elector and with 1067

electors, spending in the Parish is limited to £8664. The Clerk reported that the agreed 2019/20 Parish Council budget includes £5656 Community Benefit Funding, as yet unallocated, £500 for TRAYE as per the commitment in the current agreement, plus £226 towards TRAYE's future funding.

10.2 Consideration of future support to the project The C.Cllr confirmed that TRAYE is not looking to Parish Councils for full costs of running the project in the Parish but a contribution of approximately £1000 and commented that along with seeking future funding support, TRAYE wishes to work alongside Parish Councils. During discussion, it was commented that the Parish Council would like to see more involvement from local parents and that it would be good if there was more involvement from a Parish Councillor following elections in May. It was commented that TRAYE has not yet applied to the Community Benefit Fund for support. **It was RESOLVED** to spend funds pledged to TRAYE and recommend that the charity puts in an application to the Community Benefit Fund so that it is able to continue for the foreseeable future.

2019/20 Financial Year

9th April 2019

3.1 County Councillor's report

3.1.4 The Parish Council was thanked for £1000 contribution to the Totnes and Rural Area Youth Engagement (TRAYE) project. It was reported that the project had been awarded a National Lottery Fund grant.

10th September 2019

3.1 County Councillor's report

3.1.1 Totnes Rural Area Youth Engagement (TRAYE) Project The C.Cllr requested that a Harberton Parish Councillor consider joining the steering group in Cllr White's place.

14. Correspondence

14.15 TRAYE project Steering Group meeting Sat 7th Sept at 9.30am -Agenda Cllrs were informed.

8th October 2019

13. Correspondence

13.4 TRAYE project Steering Group meeting Cllrs were informed that a meeting occurred on 7th September.

12th November 2019

3.1 County Councillor's report

3.1.5 TRAYE finances Cllrs requested accounting spreadsheets for review.

10th December 2019

3.1 County Councillor's report

3.1.4 TRAYE accounts The C.Cllr was reminded that some months ago a request was made for TRAYE accounting spreadsheets, and these have not yet been received. It was confirmed that old spreadsheets would be adequate.

16. Finance

16.1 2020/21 Budget Cllrs were reminded that the Finance Committee will meet on the 7 th January 2020 to draft the proposed budget for 2020/21. Cllrs suggested inclusion of costs for Auto Speed Watch Cameras (x 2), Lengthsman services and general parish maintenance (road sweeping and clearance), Harbertonford Park, a new Parish Council notice board for Harbertonford, Totnes Rural Area Youth Engagement (TRAYE) and to support a review of ash trees in spring by a qualified arboriculturist.

14th January 2020

5. Matters Arising

5.5 TRAYE Accounts It was noted that TRAYE accounts have not yet been shared.

14. Budget

Earmarked Reserves Totnes Rural Area Youth Engagement Project (TRAYE) 0.00 Notes: £1000 of reserves were allocated in 2018/19 financial year (including transfer of DCC Locality Fund Grant) and £726 will be spent by Q4, exhausting the reserves.

11th February 2020

3.1 County Councillor's report

3.1.2 TRAYE It was reported that National Grid funding is not available in the coming year. TRAYE costs approximately £2000 per month. A positive AGM was held on Saturday at which the group considered options for future funding. It is hoped that the project can be funded through National Lottery. SHDC has contributed through locality funding. The C, Cllr agreed to forward minutes from the AGM. The Parish Council queried whether members of staff are self-employed or on an employment contract.

16. Matters at the Discretion of the Chairman

16.3 It was requested that TRAYE be on the agenda for the next meeting, as the initiative is asking for support from Parish Councils.

10th March 2020

3.1 County Councillor's Report

3.1.5 TRAYE COVID-19 Guidelines Cllrs were informed that Totnes Rural Area Youth Engagement (TRAYE) has issued guidelines care stay open as long as it is safe, asking young people to stay away if they attend any schools that are closed due to confirmed cases of COVID-19. This is being monitored and activities will stop if necessary.

11. Totnes Rural Area Youth Engagement Project It was RESOLVED to donate £226 to TRAYE of as allocated in the 2019/20 budget. The C.Cllr commented that representatives of the group would be willing to attend the Annual Parish Meeting to give a presentation on activities.

14. Finance

14.2 March Payments

2003_4 TRAYE NA TRAYE 2019/20 contribution 226.00

2020/21 Financial Year

9th June 2020

3.1 County Councillor's Report

3.1.4 Totnes Rural Area Youth Engagement (TRAYE) Five youth workers are now working for TRAYE, providing more stability. It is now looking to set up a youth café in Buckfastleigh and likely to trial this as a virtual one.

14th July 2020

3.1 County Councillor's Report

3.1.3 Totnes Rural Area Youth Engagement Project (TRAYE) The project continues to seek representatives from the parish areas it serves. The C.Cllr extended the invitation to either of the new councillors who may wish to join as trustees.

8th September 2020

14. Correspondence

14.21 Totnes Rural Youth Engagement (TRAYE) Project Update and Grant Request Cllrs were informed that a grant request for £1000 has been made to all Parish Councils in whose parishes the TRAYE project operates and that a named representative from Harberton Parish on the steering group

would be welcome. This could be a Parish Councillor or a parent of a young person who attends TRAYE activities. A written report and accounts were provided with the request for funds. Cllrs were invited to the next steering group meeting at 10am on Saturday 3rd October. Cllrs were reminded that in 2019/20 grants totaling £726 were made to TRAYE. The 2020/21 budget identifies a potential £500 for youth provision. Whilst the Parish Council is supportive of youth provision, there were concerns about spending within the 2020/21 budget. It was RESOLVED to defer consideration to the next meeting, which would follow the Finance Committee's review of the budget at the end of quarter 2. It was commented that TRAYE could apply to the Community Benefit Fund

13th October 2020

13. Totnes Rural Area Youth Engagement In response to the funding request received, it was RESOLVED to accept the Finance Committee's recommendation that spending be reviewed in January, when setting the budget for 2021/22. It was recommended to encourage TRAYE to apply to the Community Benefit Fund for a grant. There was an invitation from TRAYE to attend the next scheduled meeting.

8th December 2020

13. Correspondence

13.22 Update from TRAYE project Cllrs were informed that minutes of the October meeting had been shared for information along with an invitation to attend the AGM at 11am on 31st January 2021.

12th January 2021

3.1 County Councillor's Report

3.1.7 TRAYE AGM The C.Cllr commented that it would be good if there was a Parish Councillor who wanted to attend.

9th February 2021

10. Totnes Rural Area Youth Engagement Project After discussion it was RESOLVED to make a £500 donation to TRAYE as the allocated amount in the Parish Council's 2020/21 budget, requesting to see the most recent accounts before making that donation. It was agreed to forward information about the Parish Community Benefit Fund to TRAYE encourage an application from the young people who use TRAYE in Harberton Parish. Should those young people wish to make an application, the Parish Council would like to see some more information about the numbers of young people in the Parish who engage with TRAYE to support that application. It was also commented that the Harberton Parish covers both villages of Harberton and Harbertonford it would be interesting to hear ideas as to how young people from both villages could be supported to engage.

9th March 2021

3.1 County Councillor's Report

3.1.5 Totnes Rural Area Youth Engagement (TRAYE) The C.Cllr had circulated the annual report for TRAYE with accounts. There was a query on the accounts, asking for more detail on the £3,581.92 spending on "Monese top ups (supported by receipts)". The C.Cllr reported that the COVID Prompt Response Fund from Devon County Council (DCC) supported young people to access refurbished laptops at a cost of £80 each. The Monese Top Ups were specifically loaded to support that project. Providing laptops enabled young people to access TRAYE activities online and to also do their schoolwork.

2021/22 Financial Year

27th July 2021

14 Matters at the Discretion of the Chairman

14.1 Police Property Act Fund Cllr Hambly reported that community and voluntary groups in Devon are now invited to apply for a share of £25,000 recovered under the Police Property Act fund: when police sell on items which have come into their possession and cannot be returned to owners, including items seized from criminals. Applications are now invited from groups to support projects which will help communities recover from the coronavirus pandemic AND have a specific focus on antisocial behaviour. As applications can only come from charitable organisations it was agreed to forward the opportunity to Totnes Rural Area Youth Engagement project (TRAYE).

14th September 2021

Public Session

- ii) A MOP addressed the meeting to comment on youth work in Harbertonford by the Totnes Rural Area Youth Engagement project. As the Parish Council has provided support to TRAYE's work in the village, the Parish Council was asked to support the conversation with the Parish Hall committee around access to equipment owned by Harbertonford's previous youth club, and access to storage space within the hall. Whilst this is primarily an issue between TRAYE and Harbertonford Village Hall Committee, the clerk will make contact with members of the previous youth club committee, and the Harbertonford Hall bookings secretary to make some enquiries.

8th February 2021

3.1 County Councillor's Report

3.1.4. Totnes Rural Area Youth Engagement (TRAYE) The AGM will take place 26/02/22 by Zoom. The project would love to have someone from the Parish Council on the steering group. It was reported that there has been a change in the lead youth worker.

2022/23 Financial Year

12th April 2022

10. Totnes Rural Area Youth Engagement (TRAYE) Project Donation Cllrs had received a report and most recent accounts for TRAYE ahead of the meeting. It was RESOLVED that the Parish Council make a donation of £500 to TRAYE.

14. Finance 14.2.4. Payment 2204_4 to Totnes Rural Area Youth Engagement Project (TRAYE) grant = £500 no VAT. This grant would be made under the Government Act 1972 Section 137: Power of local authorities to incur expenditure for certain purposes not otherwise authorised.

11th October 2022

8. Community Benefit Fund

8.2. Consider Finance Committee recommendations on grants. It was RESOLVED to accept the finance committee's recommendation to award a grant of £1000 to TRAYE made to support the youth provision in Harbertonford and to give young people continued access to youth services in the Village Hall and visits to various venues over the summer. It was noted that this grant would be made using section 137 of the Local Government act 1972. It was agreed payment be made on receipt of grant acceptance.

11. Finance 11.2.4. Payment 2210_4 to TRAYE for a Community Benefit Fund Grant = £1000 no VAT. It was noted that this grant is awarded using section 137 of the Local Government act 1972.

10th January 2023

11. Budget

11.1. Receive Totnes Rural Area Youth Engagement (TRAYE) Annual Report and consider the Finance Committee's recommendations on the request for an uplift in funding to £2500 per year. It was RESOLVED to accept the Finance Committee's recommendation to budget for £1000 contribution to

the TRAYE project in 2023/24 and to encourage TRAYE to submit an application to the Community Benefit Fund for an additional £1000, taking total contribution to £2000 in the 2023/24 financial year.

12. Correspondence

12.7. Tis the Season of Goodwill! TRAYE Donation Campaign Cllrs were informed of appeal for donations to support the work of the Totnes Rural Area Youth Engagement project. Private donations can be made through PayPal until February.

14th February 2023

13. Finance

13.2.2. Consideration of 2022/23 contribution to TRAYE Cllrs were informed that within 2022/23 reserves £500 was earmarked 'Youth Services'. After discussion it was RESOLVED to make an additional contribution of £500 to TRAYE within the 2022/23 financial year and to close this earmarked reserve.

13.2.3.7. Payment 2302_7 to TRAYE as a contribution to Youth Services in the Parish = £500. It was noted for the minutes that the grant is made under section 137(4)(a) of the Local Government Act 1972 (the 1972 Act).

2023/24 Financial Year

11th April 2023

10. Community Benefit Fund

10.2 Totnes Rural Area Youth Engagement project Cllrs were informed that an application was made for £1000 to support TRAYE to deliver an open access youth group for young people aged 8 – 16 years old in Harbertonford. The session runs on a Thursday evening every two weeks at the Harbertonford Village Hall. The funding would go towards the salaries of 2 trained Youth workers and 1 Support Worker who run youth club sessions, and to pay for the free food, drink and resources provided at each session. The Finance Committee noted that a calendar month has not passed since TRAYE submitted an application for consideration at the 2022/23 quarter 2 deadline, and which was approved in October 2023. It was RESOLVED to accept the Finance Committee's recommendation that TRAYE be invited to resubmit before the 2023/24 quarter 2 deadline on 30th September 2023 for consideration at the meeting on 3rd October 2023.

9th May 2023

6.1 County Councillor's Report

6.1.5. Totnes Rural Area Youth Engagement Project The C.Cllr informed the new Council that a trustee place is offered to each Parish Council involved in the TRAYE project. If no cllr is willing to become a trustee, a representative from the parish would be very welcome to attend the AGM to receive a report from TRAYE and participating young people.

12th September 2023

9. Finance

It was noted that the Parish Council had received an invoice for £1000 from TRAYE which the Clerk was querying.

10th October 2023

8. Monthly Reports

8.1 Finance Committee updates

8.1.1. Grant to TRAYE It was RESOLVED that a Community Benefit Fund grant of £1000 be made to Totnes Rural Area Youth Engagement project towards a project costing £2500 to support TRAYE to deliver an open access youth group for young people aged 8 – 16 years old in Harbertonford. Cllrs were informed that the session runs on a Thursday evening every two weeks at the Harbertonford Village Hall. The funding will go towards the salaries of 2 trained Youth workers who run youth club sessions, and to pay for the free food, drink and resources provided at each session.

12th December 2023

13. Correspondence

13.11. Notice and invitation to TRAYE project Steering Group meeting Fri. 15.12.23 @3pm For consideration Cllrs have been informed that two representatives of the Parish Council have been invited to attend the next meeting of the TRAYE steering group at 3pm on Friday 15th December 2023. An agenda has been provided along with a draft Service Level Agreement between TRAYE and Parish Councils that will be discussed at the meeting. It was noted by the Clerk that other local Parish Clerks have sought advice and discussion on whether it would be appropriate or relevant for a Parish Council to enter into a Service Level Agreement. The Clerk commented that Parish Councils have no powers to provide Youth Services unless the principle [sic] authority (i.e. the County Council) was to delegate powers and hand them over to the Parish Council, but only on approach and if it was something the Parish Council was keen to do. Without any powers, any spending would be out of Section 137 as there is no general power of competence to spend on whatever the Parish Council wants to. It was noted that the Parish Council has rather provided a grant to TRAYE on receipt of an application, by way of a contribution to the service that the charity offers to the community. ACTION: Cllr Beamish would consider attending the meeting if possible.

9th January 2024

12. 2024/25 Budget

Councillors were given the opportunity to ask questions on the proposed budget. It was agreed that costs for a Community Share Shed for flood and emergency equipment could be purchased using the 'Parish Lengthsman' budget line if the project were to go ahead in the next financial year. It was noted that an email had been received from TRAYE indicating that parish councils are being asked for an annual £3500 contribution to the cost of the project. It was agreed to make no further increases to the current 'Youth Services' budget line of £1500.

February TRAYE report by Cllr Vidler to Staverton Parish Council
(Published on Staverton Parish Council's Website)

Traye Report February 2024

We are making progress on establishing the basis for business for the year starting April 2024. It was decided that rather than an SLA we should establish a Memorandum of understanding with Councils as given that it could be cancelled at any time with 3 months notice, which should not be outside the Powers of a Council. That document has been circulated to all Councils with the appropriate £3500 charge for the year starting April 2024.

The current position is as follows: Dartington; A grant application has been submitted and is being considered, along with the MOU.

Harbertonford. At the last Council meeting their Council agreed a small increase for Traye and will consider the proposal at their next meeting.

Marldon. Under active Consideration. There is some resistance to Traye despite a strong presence at the last Council meeting of Traye and Parents. Noted that Marldon has one of the largest numbers of youngsters attending, such that we now require a 4th Leader.

Buckfastleigh . They wish to continue their weekly sessions and as in previous years will continue to pay appropriately i.e. around £7000.

Yealmpton. Have agreed the £3500 and have asked if we would consider weekly sessions. They are happy to pay £7000 for a weekly arrangement

Holbeton. Have also agreed the £3500.

Totnes. They operate on a different basis but have agreed that they will pay the appropriate amount for the services they want. Totnes also pay for Bridgetown but we are trying to obtain a contribution from Berry Pomeroy as some of their young people attend the Bridgetown sessions.

Staverton sessions continue to be well attended. Currently sessions are covering the Chinese New Year and any issues associated with school in Totnes. Some problem with booking of the Hall as a Music session was booked for a similar time but that is being resolved.

5/2/2024