



Beaudesert & Henley-in-Arden Joint Parish Council

Youth Council Policy

Adopted	
Review Date Policy reviewed every 2 years or upon legislative change	December 2027
Version	1.0

1. Introduction

The Henley-in-Arden Youth Council exists to provide young people with a structured, supported opportunity to engage with local governance, contribute to community development, and represent the views of their peers. It aims to foster civic responsibility, leadership, and collaboration between generations.

2. Objectives

- To give young people a voice in local decision-making
- To promote active citizenship and leadership skills
- To support youth-led initiatives that benefit the community
- To strengthen links between the JPC and local schools, youth groups, and families

3. Membership

- Open to young people aged 11–18 who live, study, or have strong ties to Henley-in-Arden and Beaundesert
- Members will be appointed through an expression of interest and informal interview process
- The Youth Council will aim for diverse representation, including different schools, backgrounds, and interests
- Membership is voluntary and non-political

4. Structure

- The Youth Council will meet monthly, with additional meetings as required for projects or events
- A Chair and Vice-Chair will be elected annually from within the group
- Meetings will be supported by a designated JPC liaison officer (e.g., the Clerk or nominated councillor)
- Minutes will be recorded and shared with the JPC

5. Roles and Responsibilities

Youth Council members will:

- Attend meetings regularly and participate respectfully
- Represent the views of young people in Henley-in-Arden
- Propose and help deliver youth-led projects and events
- Collaborate with the JPC on relevant matters (e.g., green spaces, community safety, events)

The JPC will:

- Provide meeting space, administrative support, and mentoring
- Consider Youth Council proposals and feedback
- Invite Youth Council representatives to attend JPC meetings where appropriate
- Ensure safeguarding and inclusivity are upheld

6. Code of Conduct

Youth Council members are expected to:

- Treat others with respect
- Uphold confidentiality where required
- Avoid behaviour that could bring the Youth Council or JPC into disrepute
- Follow safeguarding guidance and report concerns appropriately

7. Safeguarding and Support

- All Youth Council activities will be supervised by DBS-checked adults
- A safeguarding lead will be appointed from the JPC
- Parents/guardians will be asked to provide consent for participation
- Training and mentoring will be offered to support development

8. Budget and Financial Oversight

- The JPC will allocate an annual budget of £1,500 to support Youth Council initiatives. This budget will be reviewed every two years to ensure it remains appropriate and sustainable.
- The purpose of this budget is to encourage young people to plan and deliver meaningful projects, while learning to manage resources effectively and responsibly.
- All expenditure proposals must be submitted to the JPC for formal ratification and any approved spending must be reported back to the Council with a summary recorded in the minutes to ensure financial transparency.
- Upon approval, payments will be administered by the Parish Clerk, in accordance with standard financial procedures.
- Youth Council members will be supported in preparing proposals, costings, and justifications to ensure transparency and alignment with community benefit.

9. Review and Evaluation

- The Youth Council will be reviewed annually by the JPC
- Feedback will be sought from members, parents, and community partners
- Adjustments will be made to ensure the Youth Council remains inclusive, relevant, and impactful