



ALDERLEY EDGE PARISH COUNCIL

Alderley Edge Youth Parish Council – Terms of Reference

To be read in conjunction with the Parish Council's 'Child Protection Policy'.

Scope/Purpose

Alderley Edge Youth Parish Council will be set up to support and encourage the active engagement of young people in the decision making within the village. They will represent the views and opinions of their generation whilst influencing and inspiring change. They will work alongside Alderley Edge Parish Council in making the village a better place.

Aims

- To assist Council with the identification of issues affecting young people and provide advice on possible solutions.
- To encourage and engage the younger generation to get involved in projects and events in Alderley Edge.
- To fundraise and source grants to finance youth projects in the village.
- To represent the views of all the residents in Alderley Edge.
- To work as a team and find the reasons why we can make things happen, not the reasons why we can't.
- To create opportunities and learn from them.
- To promote the importance of a youth voice.
- To inspire everyone with enthusiasm and determination.
- To make local politics accessible to everyone.
- To have fun.

Membership

The Youth Parish Council will be made up of a minimum of 12 children between the ages of 10-14 years old. They must be residents within the village or be a pupil of one of the schools in the village. Chairman and Vice Chairman will be elected by the members of the Youth Parish Council at the first formal Youth Parish Council Meeting.

Agendas

It will be the responsibility of the Chairman and Vice Chairman to produce agendas for meeting. (With the support of a Parish Councillor)

- Distributed to all Youth Parish Councillors 7 days prior to meetings.
- Any other items can be brought up under the any other business section of the agenda.

Decision Making

- Decisions should be made through discussion where possible.
- All decisions must be voted on.
- A quorum of 4 Youth Parish Councillors.
- In the result of a tie, the Chairman has the casting vote.

Minutes

Taken by Parish Councillor

Distributed in time for the next meeting to be ratified.

YPC Duties

- Attend meetings – Send apologies for absence if unable to attend.
- Resign from position if unable to attend more than 3 meetings consecutively.
- Work cooperatively with other members.
- Provide reports with advice and recommendations to the Parish Council on youth needs, issues and initiatives.
- Assist with the formation of groups to support activities and events arranged by the Youth Parish Council.
- Assist with projects and issues relating to the Parish Council.

- Raise awareness of issues affecting young people.
- Assist Parish Council with community engagement and presentations at open Parish Council meetings.

Timings

The Youth Parish Council will meet once every 8 weeks at the Festival Hall.

Period in office – 12 months.

Team

Shabina Raja, Rachael Grantham, Craig Browne and minimum of 12 Youth Parish Councillors.

Revision history

This document was originally written by:

Name	Position	Date
Anne Ross	Clerk	April 2016

This document version was approved by:

Youth Council	
Chairman of Youth Council	R Grantham
	April 2016

Document Review Schedule:

Next Mandatory Review by:	April 2024
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Revision History

Version	Issue Date	Document ID	Reason for Change	Section(s) Changed
1.1	Dec 23		YPC being reformed	Team