



# HARPENDEN TOWN COUNCIL

*CLOSER TO THE COMMUNITY*

**HARPENDEN TOWN COUNCIL  
MINUTES OF THE MEETING OF THE  
YOUTH ENGAGEMENT WORKING PARTY**

**HELD BY VIDEOLINK  
ON THURSDAY, 23 JULY 2020 AT 2.00PM.**

**Present:** Councillor Matt Cowley (Chair), Councillor Harry Hill and Councillor Lisa Scriven.

**In Attendance:** Carl Cheevers (Town Clerk), Heather Scott (Internal Operations Manager) and Bailey Donoghue (PR and Communications Officer).

**Apologies:** None.

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**1. APOLOGIES**

There were no apologies for absence

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. TERMS OF REFERENCE**

The Terms of Reference previously circulated were agreed.

**4. NEXT STEPS - OPTIONS**

It was agreed that the main aim of the Working Party was to initially focus on the best methods of contacting young people in Harpenden, specifically between the ages of 13 and 25 years, in the form of a survey that is circulated to schools, young person specific groups/organisations and across social media to find out what they would like to be engaged on and how.

The following actions were agreed to be carried out:

- Carry out a survey – with the aims of where do Young People want to be engaged? What channel of communications they want to be communicated with by? What would they be interested in?
- Bailey Donoghue to design a survey for circulation and sharing by email with the Working Party.

**Thursday, 23rd July, 2020**

- To share bullet points on ways in which the Town Council have currently and in the past engaged with young people.
- Desk research – What engagement is already going on in Hertfordshire? Find out what other Town Councils (nationwide) of similar size do in their areas?
- Share with the Working Party the demographic data from the Harpenden Neighbourhood Plan surveys
- Share with the Working Party the ward profiles for Harpenden.
- Desk research - Are there any Young People groups already on Facebook that could be utilised?.

**5. DATE OF NEXT MEETING**

To be during the second half of September possibly during w/c 21/09/20. Exact date and time to be confirmed..

**6. CLOSE**

The meeting closed at 3.10pm

**Chairman** .....

**Date** .....