



Chairman: Nicola Chegwidden

Vice-chairman: Sean Garrard

Present: Toby France (TF) Nicola Chegwidden (NC), Sean Garrard (SG) (Lincolnshire), Tessa Cadman (SWA), Rob Williams (Co-option), Mark Hurst (Northern Area), Alison Provis (Eastern Area), Dai Jones YFA, Tom Mayne (Yorkshire)

Part Meeting: Claire Worden (CW) (Council Chairman), Hannah Talbot (Vice chairman), Chris Manley (Vice chairman), James Eckley (CEO)

In attendance: Cath Sykes (CS) (Youthwork Officer)

Attachments:

1. Welcome

Nicola welcomed everyone to the 2nd PD steering meeting of the year.

2. Apologies for Absence

Einir Ryder (Wales), Leanne Eyre (LE) (Eastern Area), Adele Middlebrook (Northern Area), Tracey Knowles (SWA), Stuart Jakeman and Charles Polak (SE area), David Gwatkins (co-option)

3. Confirm the minutes of previous meeting – 8th February 2014

3.1 Approval of minutes of last meeting (8th February 2014)

Action

No action required

4. Matters arising from those minutes

4.1 NC informed the meeting that the steering group is now able to have a PD Facebook Group. CS will set this up in the next couple of weeks.

Action

CS to set up and everyone to join the Facebook Group

5. To receive any relevant correspondence

5.1 None

Action

None

6. Area Input

6.1 The feedback from the Area reports has been added to the minutes under the relevant agenda item. It was requested that the template form is sent out earlier to ensure they arrive before the Area meetings. CS will ensure this happens. Everyone liked the form and positive feedback was also received from other steering groups who were thinking about doing a similar thing.

Action

CS to send out the area reporting template in time for the October meeting.

7. Budgets 2014

7.1 The steering group went through the budget. Nicola explained that the £500 allocated for the Source will not be enough as the printing quotes for 50 copies comes in at approximately £900. Also £1300 for issues based work (excluding approx £160 for the Drunk and Disorderly goggles) has not been spent. The members suggested using some of this money to produce videos and interactive resources that would complement the Source and the policy based work.

Action

Members to read the budget.

CS – to look into interactive resources for the next meeting.

NC, SG & AC to take camera to Competitions weekend to start to film members

8. PD steering group name

8.1 The Steering group members decided to keep the name as it is but come up with a strap-line to help explain the work the group does.

Action

CS to speak with Cheryl regarding a strap-line for the steering group.

9. Training

9.1 Nicola asked the members what they want the training programme to deliver and what they wanted it to look like. The members recognised that in some places training was very good but in others it was not so good. They would like members to access to good quality training and provide support to counties to help them with their training. They also wanted NFYFC to produce/ create resources, support and help for Club Officers training as Counties don't have time to do this and it would mean that quality training is being delivered. They also suggested that idea sharing was important to keep training fresh and to know what others are doing. They would like a Train the Trainer course in Lancashire and liked the idea of Train the Trainer to be on the road. James Eckley later came in and presented the Training proposal. (Attached) The members fully supported this.

Action

The steering group support the new proposal for Training and Development.

TTT course to be arranged in Lancashire

10. Youthwork

10.1 The Source.

Nicola asked for icebreaker ideas. NC demonstrated the new Drunk and disorderly goggles and asked members to spread the word that they are able to hire from NFYFC.

CS gave out copies of the contents pages of The Source and asked members to go through each section to see if anything was missing. Ideas included a Club Programme template and YFC Travel. The members suggested moving Fundraising: naked calendar guidance into Section 3. The members asked what was in the Recruiting members section – CS will email out to the group. The members asked about the Source going on-line or being produced in hard copy and CS explained that currently we have quotes to produce one copy of The Source per county and NFYFC is looking into options for making The Source more accessible. Rob Williams said the Scouts have a very good on-line club programme page which was shown after the meeting and a very good way for members to access information. The members agreed that the Transporting members should go into the Source.

10.1.2 Review of the Buzz.

CS explained that the Top Tips section of the Buzz had only had a few views. The steering group members wanted the article to appear higher within the Buzz as they felt it was too far down. They agreed on the edition titles for the next few months and suggested that instead maybe we could video people and put up some blogs. CS will speak to Cheryl about the possibility of this.

10.1.3 Club Programming.

CS went through the key areas to be covered in the new club programming Curve module. Once the draft is completed this will be sent to the steering group for comment. The group thought that it would be a good idea to have Club Programme templates available on the website to encourage more clubs to have a printed club programme.

10.2 Youth Social Action

CS gave an update about the programme and went through the budget and costs spreadsheet with them. The steering group agreed that £500 per club/county was a very good incentive for them to take part. CS also explained that the Cabinet Office had slightly moved the goalposts so that only NCS graduates over the age of 17 were accepted onto the programme. 10 – 16 year olds would remain the same. NCVYS are meeting with the Cabinet Office and CS is attending meeting on the 15th July to discuss how the project is progressing. CS will raise the fact that the goalposts have changed, some younger members don't have a mobile number and is appropriate to ask a 10 year old their sexual orientation? Toby feedback that Pailton YFC had gone through the process and it had gone well.

10.3 Issue based work

10.3.1 Rural+

Eastern area reported that not much had yet happened however they will be looking to encourage clubs to include it in their September programme. Members of the south East Area had not done much with Rural+ to date. Herefordshire are running a County session with theoretical situations. The steering group were happy that the Rural+ contact card be included in the Ten26 mailing for all members.

10.4 Policies update

10.4.1 CS asked the members what resources clubs need to help implement the Drugs and Alcohol policy and E-safety. They said they would like visual and interactive resources and maybe a mini Source. They suggested having YouTube clips. CS will look into the costs and options for the next meeting.

10.5 Competitions Day

NC said that the PD steering group would have a stand at Competitions Day. Sean and Andy offered to go and help Nicola on the stand.

10.6 External organisations

CS, James Eckley, David Hamer and Margaret Bennett had met with the Department for Education regarding the Performing Arts competitions and the safeguarding arrangements. It was a very positive meeting however NFYFC would not get a national exemption and County Federations would have to go through the Local Authorities. CS will work with the competitions departments to make sure that counties wishing to take part in the competition are clear in that they need to do.

British Equine Federation – CS reported that BEF had requested a meeting with NFYFC to look at how we could work more closely together. The BEF are very keen to meet up locally with YFC and develop links and encourage their members to join YFC. In return YFCs could have a club visit to a riding centre or undertake the BEF training such as horse judging. They are the next stand to NFYFC at the CLA Game Fair so we should learn more then.

Action

CS – To update The Source as above.

CS – to speak to Cheryl about blogs and videos.

CS – to speak to Cheryl about moving PD input into the Buzz higher

CS – To circulate the draft Club Programming Curve module

CS – to keep the steering group updated on Youth Social Action & feed back to the cabinet office & NCVYS out disappointed that they have changed the goalposts.

11. YFC travel

Hosting Chart - A copy of the hosting chart was sent out to county offices in March and host family information is being collated. This year NFYFC will be hosting TEN delegates. 'All you need to know' document is still in draft and will be available

hopefully by the end of the year to download.

Six incoming exchangees have arrived and are joining Council weekend. Friday evening Nicola Chegvidden & Sioned Davies took the delegates out for a meal and Saturday NFYFC have organised a day out at Warwick Castle. Sunday YFA will hold an induction ran by Aimee Mahony whilst the Council meeting is on starting at 10am. Exchangees will then travel back with council members to their first host families after lunch.

Outgoing packs have been sent to YFC members for the first year and good feedback has been received. The packs include information that members can show there host families etc. Incoming members also have a pack on arrival with all relevant information or there exchange.

ANNUAL CONVENTION

PD had a promotion stand at the event in Blackpool. YFA kindly sponsored two pop-up banners and a hand stamp (#yfctravel) to promote the programme. The banners will be used at NFYFC events.

Caroline Trude was presented with a trophy for winning the YFA Multi Media competition at the AGM meeting.

YFA presented a cheque for £3300 to support the YFC Travel programme.

6. MARKETING & PROMOTION OF THE PROGRAMME:

- Leaflet with opportunities to be circulated in September
- Leaflets/information in club mailings
- Past travellers PowerPoint presentations to be used
- YFA commitment to help promote trips
- Website/Ten26/YFC Buzz/Facebook/Twitter
- Past outgoing traveller quotes
- Incoming travel experiences
- Past host family quotes
- Presentations & blogs to be available on the website before Selection Day

7. OPPORTUNITIES FOR 2015

The SG agreed the following opportunities to be on the 2015 programme:

SG to confirm trips for 2015:

Country	Min Age	Max Age	No. Delegates
Australia	21	26	1
Austria	18	26	2
Canada 4H	18	21	3
Canada JFAO	19	26	1
Germany	18	26	2
C Alma Baker	April - August 2015, July - November 2015, October 2015 - February 2016, January - May 2016 ATV Certificate Required		
Northern Ireland	18	26	2
Norway 4H	18	26	1
Scotland	18	26	2

Sweden	18	26	1
Switzerland	18	26	1
Spring Seminar	18	26	2
Autumn Seminar	18	26	2
RYE Rally	18	26	5
India (volunteering)	18	26	10
Under 18's trip TBC	16	18	10 + 2 leaders (18+)
Other?			

11.4 New opportunities for 2015. The members approved the trip to India but were unsure about the U18s trip following the input from the Youth Forum. They will ask Emily Johnson to look into other PGL ideas. The members talked about future trip destinations including the USA (Future Farmers), the Falklands, Taiwan/ Asia and a working exchange to New Zealand as well as C Alma Baker. They wondered about including more shorter length trips. They thought about rotating the European trips.

YFC TRAVEL SELECTION DAY 2014 VENUE – 6th DECEMBER 2014

NFU Mutual is unable to accommodate the event from now on. They have offered use of their Cafertia, however this does not have enough rooms or space.

Requirements:

Six rooms for interviews

Large room to accommodate approx 100 delegates

Drinks available for applicants throughout day (or jugs of squash and tea etc available at bar area)

Lunch for approx 100 (jacket potatoes + filling, desert)

(rooms will be required from approx 9am – 5pm)

NFYFC will continue to research a venue, any suggestions to be sent to Emily Johnson. SG suggest enquiring about JCB in Staffordshire, Harper Adams and schools in the middle of the County .

Action

13. Any other business

13.1 Theme ideas for 2015

13.2 Nicola was awarded her Advanced Train the Trainer certificate.

Action Members to consider a competition that PD could suggest to the competitions steering group for 2015/2016

None

14. Action Points

Action

- CS to set up and everyone to join the Facebook Group

- CS to send out the area reporting template in time for the October meeting.
- Members to read the budget.
- CS – to look into interactive resources for the next meeting.
- CS to speak with Cheryl regarding a strap-line for the steering group.
- The steering group support the new proposal for Training and Development.
- CS – To update The Source as above.
- CS – to speak to Cheryl about blogs and videos.
- CS – To circulate the draft Club Programming Curve module
- CS – to keep the steering group updated on Youth Social Action
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Meeting closed at 6.00

SIGNED..... DATED.....