



**Fun, Learning and
Achievement**

**Minutes of the Personal Development Steering Group
held on 21st June 2018
at The Quality Hotel, Coventry CV5 9BA**

Present: Laura Sumner (LS), Bryony Berry (BB), George Goodwin (GG), Adam Churchman
Fred Allen (FA), Marcus Bailey (Essex) and Rachel Benney (Cornwall).

In Attendance: James Eckley (JE) NFYFC Chief Officer, Lynsey Martin (LM) (Chair of
Council), Cath Sykes (CS) (NFYFC), Josie Murray (JM) (NFYFC) Chris Lloyd
(NFYFC Treasurer), Matt Caldicott (MC) NFYFC Deputy Chief Officer.

	Actioned By
<u>Saturday 21st June 2018</u>	
1. Opening Remarks GG welcomed the group to the June meeting of the PD steering group.	
2. Apologies for Absence Rachel Goldie, Alice Giles, Caroline Nixey, Laura Green, James Carey, Amy McWhirter and Aimee Mahony.	
3. To confirm the minutes from the previous meeting (Saturday 18th February)	
4. Election of Co-options 4.1 Marcus Bailey - proposed Bryony Berry; seconded by Adam Churchman. 4.2 Rachel Benney - proposed Fred Allen; seconded by Laura Sumner.	
5. Matters arising from those minutes No matters arising from the minutes	
6. To receive any relevant correspondence No relevant correspondence that will not be covered later in the agenda.	
7. Budgets – Youthwork, Training and Travel CS explained that the actual Youthwork and Training budget is currently on target. There has been slight over-spend in some areas such as safeguarding and issue based work due to work being done in 2017 and paid for in 2018. In other areas such as County Chairman's weekend there is currently an under-spend. CS explained there is a safeguarding case that appears as an outgoing but that this cost will be recouped. CS, JG and JEM attended Transgender training to ensure our organisation is inclusive for trans young people. Drugs and alcohol policy has been reviewed by an external organisation to ensure it is fit for purpose – this is the same process for the sexual health policy. The Curve is within budget for this year. The Staff Conference was recharged to Counties to bring costs down. There are no problems that need raising with the steering group.	

National Federation of Young Farmers' Clubs (England and Wales)

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8. YFC Travel

Report submitted to the group by Erica Attwood and Margaret Bennett (NFYFC).
Document to be attached to minutes for information. The European Rally Report is attached.

The travel report was presented by GG; the group listened with the following inputs and discussions.

The report covered agenda item 7.1 to 7.9

8.1 Discussion points

- The group discussed and chose Sri Lanka and Costa Rica for the 2019 trips which was reflected by the votes in the Facebook poll.
- GG explained that the exchanges are in attendance so extra effort from the steering group to include and support them this weekend
- The Steering group was very pleased that Erica Attwood had managed to bring down the price and secure a good venue for Selection Day. Selection Day will be held at the Woodland Grange, Stratford on the 1st December. Laura Sumner made members aware that they will be expected to help on the day.
- European Rally Report:
 - Claire Warden; currently in the process of organising and developing the event we are hosting in 19th-24th August 2019, RAU Cirencester will be the venue – there will be a Mental Health focus.
 - Sponsorship ideas: Genus, Glencore Grain, Farol, New Holland, Massey and Agri businesses that work across Europe.
 - Extra help: George Goodwin would like to put his name forward to get involved. (We may get more with the new steering group who will be appointed in February)
 - Host families: Adam Churchman said he could try to find people in Oxfordshire and PD reps will help if they can. General consensus would be to ask Gloucestershire FYFC first.
- There was no YFA report this time.

9. Training

The training report covers points 8.1 – 8.3 on the agenda.

9.1 Key discussion points

- The members were very pleased that the target of issuing 2500 certificates has been met and that the Curve has been delivered in at least 25 different counties.
- The Curve module target for 2018-2019 has been set for a participation figure of 2750.
- A target of all the counties in England to deliver the Curve has been set and staff will discuss with Wales FYFC to agree a target.
- PD agreed to promote Rural+ and Know Your Limits for 2018 – 2019 to

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complement the work being done with the European Rally and support the alcohol education work.

- The members liked the Infographic which is included in the new school's Agricultural education project. Members suggested adding in the word 'days' after agricultural.
- Member discussed whether or not to hold Train the Trainer in Wales as they were unsure what the uptake would be. CS to discuss with the Wales YFC office. Fred Allen said he would be keen to do an Advanced Train the Trainer course. This will be planned for 2019.
- Training Communications – PD members felt that Facebook is a good platform for communications as members can reply instantly and the person who has posted can view who has seen the post. JEM to check whether all trainers are on the Trainers Forum FB page. PD also suggested asking a question on the TTT form as to how a trainer would prefer to be communicated with e.g. email / Facebook / phone call etc.
- Members like the new look training brochure and would encourage all Counties to make sure these are passed on to clubs and trainers.
- Adam Churchman asked if PD could consider looking into providing members with information on routes into employment including apprenticeships etc. Members thought this was a good idea and the PD team will look into this. Adam is happy to help.

9.2 Chairman's Weekend 2018

Members suggested that the Attitudes, Values and Responsibility presentation be repeated and County Chairs have a discussion session on expectations for behaviour and County responsibility.

10. Youthwork

11.1 EqualiTeas

Members discussed the EqualiTeas workshop and said that they enjoyed taking part and how some of the questions enabled good discussion. Members thought this it would be good to offer this to YFCs through the Curve.

11.2 Social members

The members had a good conversation regarding social members and the subscriptions they pay vary from County to County and from Club to Club; key points included:

- Social members should not be tarred with all of the bad behavior as some of the members responsible were active club members
- RB raised it may be difficult to distinguish in some cases – what makes an active member and what makes a social member? This could differ between clubs and Counties
- Clubs that subsidise membership – they want to trial that members get rewarded back after they have contributed rather than it being subsidised from their membership at the beginning of the year. Clubs will need support with whatever they decide to do



- Also the membership cost differs per club depending on their external funding/subsidies/age etc
- Can clubs afford to lose all of their social members and the income that they provide? This could really affect some clubs
- LS highlighted that some young people may join as social members but this may then change into an active member when they realise what the organisation has to offer
- Discussion about rather than getting rid of social members – how can we turn them into active members and get them involved within their clubs and counties and contributing to the club or county. FA raise that PR officers have had a good impact in some clubs in Shropshire.
- Social events – guests – non members that just attend parties etc are charged extra. AM (Leics) trialing members to pay their membership earlier (presume this is cheaper)? As this cuts down on admin time etc throughout the year.
- Tickets for clubs (in Devon) not released until everyone in the club is signed up as a member / or pays the more expensive ticket price
- Adding value to your membership – the ability to compete and attend events etc. People should be challenged by others if they don't and should have to pay extra. Making members aware of what the benefits of having the membership are – prices off attending events, reduced entry to all parties, membership perks on the website e.g. farmers weekly subscription etc
- Should we be calling people social members? Surely we should be promoting membership – as shouldn't we want to just recruit active members?
- BB suggested everyone joins as a member for a set fee for under and over 18's. Attendance and participation is monitored and when individuals have contributed they are rewarded further down the line – whether this is reduced ticket price for Xmas event etc.
- PD Steering group to look at a marketing approach with the E&M steering group - how we can best sell the membership and the benefits of being an active member. Clubs and counties need to be on board with this for stamping out social members.

11.3 Youth Social Action

CS informed the group that the Countryside Challenge Evaluation report is in its final stages. As soon as CS receives it she will circulate to the group. In addition NFYFC has been invited to sit on an Environmental Steering group as part of the #iwill campaign. The first meeting was on Friday 21st June. This promises to be a very interesting and useful project to be involved with and it would be useful if a PD member or Youth Forum member could attend one of the meetings as it is centered around creating opportunities for more Youth Social Action projects that focus on key environmental topics.



11.4 The Source

The Source is due for review. Members were asked to help with this and the following people agreed to review the following sections: JOSIE TO ADD

Section 1 – Fred Allen

Section 2 – Marcus Bailey

Section 3 – George Goodwin

Section 4 – Bryony Berry

Section 6 – Rachel Benney

11.5 Club Awards

The PD steering group would like to establish a basic standard for all clubs to get to in 2018-2019. The members took part in an exercise to discuss a number of statements and decide whether they should be considered a basic standard or good practice. Please see attached document. PD will continue to discuss before a release in September.

11.6 Policy update

CS explained that the Drugs and Alcohol policy had been reviewed and had been split into Drugs; and Alcohol. The Alcohol section now covers a policy on Alcohol at YFC Events and Alcohol Education in YFC. The Drugs has also been similarly split. There is also a specific policy for staff and volunteers. These will be circulated for consultation shortly.

Next, CS shared a paper on 'Responsible drinking – Long Term Strategy for YFC. Members read this and agreed with the points within it and thought that it would be a good approach. CS explained that this had been sent to Collingwood Learning who run a programme called Smashed and has links with Diageo. Fred Allen mentioned that Shropshire FYFC have run the Challenge 25 training and was impressed with the trainer. He also highlighted how this was looked upon favorably by the licensing department. CS will keep the steering group members informed of any developments.

CS also discussed the drugs training available for County staff – explained the numbers required and the costs attached for Counties – minimum number of staff already expressed an interest. Fred suggested that Sara from Shropshire should attend due to the issues they have had in Shropshire and how they would like to stamp it out. They had some drug dogs at a County event and this was a good deterrent. Lancashire and Essex have unplanned drug dogs attend events also. LS shared that she hoped after the training perhaps after training staff could pass on the key points to County officers and share. Cath to circulate the training to staff and the County chairs in case there are any members that want to attend. Steering group happy for the policy to be circulated prior to the next council meeting.

In addition, the additional needs guide has been completed. Both the Equality and Diversity Policy and Additional Needs guide are available from NFYFC. CS to circulate.



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Jodie Green is working with the (Family Planning Association) FPA to review the Sexual Health Policy. This should be ready for consultation shortly.

12. Any Other business/additions to the agenda

Annual Convention – why is it called convention and is this how we want to sell the event?

13. Next Meeting – 20.10.2018

14. Items for next agenda and close of meeting 19:27pm

Signed Dated:.....
George Goodwin (Chair of PD Steering Group)

