



Edenbridge Town Council

Town Clerk: Caroline Leet



To: Cllrs J Aldridge, A Baker, A Damodaran, V Jennings, A Layland, N Lloyd (Chairman), McArthur, S McGregor, A Read, Z Roberts Smith (Vice Chairman), J Scholey, A Smart, P Smith, S Sumner and B Todd.

A meeting to consider the Grant Applications will be held in Rickards Hall at 7.30pm on 7 OCTOBER 2019.

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTERESTS OR PREDETERMINATION**, including any interests not already registered

3. **TO RECEIVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE GRANTS MEETING HELD ON 15 OCTOBER 2018 (previously circulated)**

4. **TO CONSIDER THE GRANT APPLICATIONS**

4.1 **Grants Meeting Procedure**

4.2 **Grant Applications**

The Council has received the following 17 applications, totalling **£18,460**.
The total Grant Funding available is **£7,725**.

Applications	Amount Requested
Another Way Theatre (not for profit)	£400
Edenbridge Churches in Covenant (Furniture Bank*)	£300
Edenbridge Christmas Association	£1,500
Edenbridge Community First Responders*	£1,200
Edenbridge & Westerham CAB	£2,000
Edenbridge Cricket Club	£2,000
Edenbridge Players	£500
Edenbridge Voluntary Transport Service	£1,000
Forge Singers	£175
Friends of Holcot	£585
Hi Kent (Local Registered Deaf Charity)*	£760
Make a Scene Edenbridge	£750
Nomads Football Club	£750
St Peter & St Paul PCC	5,000
Stangrove Community	£250
The Eden Christian Trust	£490
West Kent Mediation*	£800
Total	£18,460

Those which would be sanctioned under Section 137 are marked with an *

5. **TO CONSIDER THE SERVICE LEVEL AGREEMENTS FOR 2020/21**

Eden Valley Museum Trust

Edenbridge and District Twinning Association

West Kent Extra to cover the HOUSE project.

6. **PRESS RELEASE**

Members of the public are invited to attend and there is an opportunity for public questions or statements at full Council and Planning and Transportation and Open Spaces Meetings. There is no such facility at other Committee meetings. Copies of the agenda and background papers, except any exempt items, are available from Doggetts Barn before the meeting and plans can be examined there (Monday – Fridays 9am – 5pm)

Council offices: Doggetts Barn, 72A High Street, Edenbridge, Kent TN8 5AR

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4. TO CONSIDER THE GRANT APPLICATIONS

The register of disclosures of interests is available on the Council's website. A hardcopy of the file will be available on the evening, prior to the meeting. Any member wishing to apply to the Clerk for a dispensation is asked to request this at least 24 hours prior to the meeting.

4.1 Grants Meeting

Members will recall that, as in previous years, all councillors are encouraged to attend the Grants meeting, but with only the Finance Committee members having the right to vote.

4.2 Grant Applications

Members are reminded that the total amount allocated for grants in the budget this financial year was £7,725 which is well within the S137 limit of £56,336.56. The amount per elector for 2019/20 is £8.12. Grants can be made for almost any purpose but cannot be to an individual and must provide value for money. It must not be used where there is another specific power covering that particular activity. Grants must be for specific amounts under such authority and must be specifically resolved, recorded in the minutes, and annotated clearly in the accounts.

An application and balance sheet showing the financial status of each organization and supporting information is attached. Organizations that received grants last year have completed evaluation forms. Further information received from some organizations is available. Members are requested to consider each application on its own merit and use the attached score sheet to aid their decision making. Members are advised that, in fairness to all applicants, all the funding should be allocated at this time and none should be retained.

Another Way Theatre Ltd (not for profit), Make a Scene Edenbridge and St Peter & St Paul Parochial Church Council are applying for a grant from the Council for the first time. Edenbridge Churches in Covenant (Furniture Bank) made a request to the Council in February and were given £300 towards insurance costs for last year. Bridges have been contacted and have decided not to apply this time. Evaluation reports are included where applicable.

A chart showing the current applications and the past record of grants awarded is attached.

5. TO CONSIDER THE SERVICE LEVEL AGREEMENTS FOR 2020/21

Members will recall that the Council now has three Service Level Agreements in place which are operating very well. These agreements are between Edenbridge Town Council and (1) Eden Valley Museum Trust (EVMT), (2) Edenbridge and District Twinning Association (E&DTA) and (3) West Kent Extra to cover the HOUSE project. The agreements require that an interim report on progress and spending, along with any request for funding for 2020/21, be submitted to the Council by 30 September 2019. Copies of the correspondence received and the current Service Level Agreements are attached for members' information. Cllrs N Lloyd and J Aldridge and the RFO recently met with the three organisations and were pleased to note all had had successful years to date.

EVMT has requested for continued support to include £6,000 funding for 2020/21.

E&DTA has requested £500 funding for 2020/21

West Kent Extra HOUSE project has requested £7,500 funding for 2020/21. They would be very grateful if the Council was able to increase its level of funding next year. They have received notification that Moat Housing Association will no longer be able to provide Grant funding which results in a shortfall of £10,000. West Kent Extra would be happy to welcome any Councillors who would like to attend a session at HOUSE.

Do members wish to extend the Service Level Agreements for a further year and, if so, what level of funding do members wish to propose for Budget consideration for each organization?

6. PRESS RELEASE

Are there any items on the agenda for which members would like to issue a press release?

SUMMARY OF GRANTS GIVEN IN RECENT YEARS						
Organisation	Applied for October 2019	Oct-18	Oct-17	Oct-16	Oct-15	
Another Way Theatre Ltd (not for profit)	400					
Bridges *	0	233	0			
Edenbridge Churches in Covenant (Furniture Bank) 03/19	300	300				
Edenbridge & District Rail Travellers Association *	0			100	100	
Edenbridge Community Christmas Association	1500	500	1500 (March 2018)			
Edenbridge Community First Responders *	1200	200	150	150	125	
Eden Valley Chamber of Commerce	0		500	1,200		
Edenbridge & Westerham Citizens Advice Bureau	2000	1500	1,250	1,500	1,500	
Edenbridge Cricket Club	2000	1000	1,000	1,000	1,100	
Edenbridge Piranhas Swimming Club	0		800	800	750	
Edenbridge Players	500	100	100	100	200	
1st Edenbridge Scout Group	0			400	400	
Edenbridge Voluntary Transport Service	1000	1000	1,000	500	500	
Evolve Day Services	0	300				
Forge Singers	175	100	100	100	200	

Organisation	Oct-19	Oct-18	Oct-17	Oct-16	Oct-15
Friends of Holcot	585	100	100		
Hi Kent (Local Registered Deaf Charity)*	760	500	500	500	500
Make a Scene Edenbridge	750				
Nomads F C	750	500	500	500	500
St Peter & St Paul Parochial Church Council	5000				
Stangrove Community	250	100	100	200	
Sussex Community Rail Partnership	0		72		
The Eden Christian Trust	490	300	200		200
Uckfield Railway Line Parishes Committee	0				25
West Kent Mediation	800	400	400	400	400
TOTAL	18,460	7,133	7,472	7,450	6,500

Community Grants Scheme Score Checklist for Councillors

No	APPLICANT	Beneficiaries Community/ Economy/ Disadvantaged	No in parish to Benefit	Business Plan	Financial Status	Encouraging Wellbeing	Encouraging Culture (inc sport)	Comments	Total Score
1	Another Way Theatre Ltd (not for profit)								
2	Edenbridges Churches in Covenant								
3	Edenbridge Community Christmas Association								
4	Edenbridge Community First Responders								
5	Edenbridge & Westerham CAB								
6	Edenbridge Cricket Club								
7	Edenbridge Players								
8	Edenbridge Voluntary Transport Service								

9	Forge Singers																		
10	Friends of Holcot																		
11	Hi Kent (local Registered Deaf Charity)																		
12	Make a Scene Edenbridge																		
13	Nomads Football Club																		
14	St Peter & St Paul Parochial Church Council																		
15	Stangrove Community																		
16	The Eden Christian Trust																		
17	West Kent Mediation																		

Please score from 1-5 5 being the highest score



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



EDENBRIDGE TOWN COUNCIL

SERVICE LEVEL AGREEMENT (SLA)

1. Parties:

Edenbridge Town Council (ETC) and the Eden Valley Museum Trust (EVMT).

2. Duration of the SLA:

From 1 April 2019 - 31 March 2020

3. The purpose of the EVMT:

Ensure value for money for the tax payers of Edenbridge, whilst supporting the provision of local Arts and Culture

4. The resources of the EVMT:

As of 31 March 2018 the end of year balance sheet showed net Assets of £20,452.00

5. ETC contribution towards aims and objectives

£6,000

6. Legal compliance:

EVMT to comply with all current legal and financial obligations pertinent to its charity status and users activities

7. Appraisal of actual performance against objectives:

- Stage at least one major exhibition
- Stage at least one temporary exhibition
- Progress the development of the outreach service, by engagement with a diverse range of potential recipients
- Raise the profile of the town by promoting the Museum and town as an appealing heritage destination for tourists

8. Any other relevant points:

The funding to be paid in April 2019, with an interim report on progress against performance objectives (8) to be submitted by 30 September 2019, along with any request for funding 2020/21. End of year accounts should be submitted ahead of the October SLA review meeting along with any

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cash flow forecasts for the next year. A full report of how the funds have been spent and targets achieved to be submitted by 31 March 2020.

All documents must be submitted in word excel as well as PDF where possible. I agree to all information provided being put in the public domain unless otherwise requested.

Signatures and dates:

Edenbridge Town Council

Eden Valley Museum Trust

Date

Date



Church House
72 High Street
Edenbridge
Kent
TN8 5AR
01732 868102

Registered Charity No 1065466 President: Mr Alan Smith

Email: curator@evmt.org.uk
Website: www.evmt.org.uk

EDENBRIDGE TOWN COUNCIL

SERVICE LEVEL AGREEMENT

INTERIM REPORT

3rd September 2019

Achievements during 2018-19

2018-19 proved another busy and exciting year of activities for the Museum and its supporters.

EVMT's outreach programme and social media presence played an increasingly important role in expanding the Museum's audience, our dedicated research volunteers worked hard to ensure that the galleries continue to lie at the heart of the Museum's core provision.

Our WW1 exhibition, We Will Remember Them, which opened in 2018 continued through to July 2019. The poppy wall, where visitors could pin a poppy remembering their relatives, proved very popular. Later in the year we added a WW1 bugle loaned to us by the Horniman Museum's 'Object in Focus' scheme. Fund raising events were held with talks by Horniman Curator, Dr Gavin Dixon and Dr Eleanor Ghey, a British Museum coin expert.

A guest exhibition, 'Predicting the Weather', ran from January to July 2019.

Our permanent exhibition of 10 gold coins continues to interest our visitors. Our contacts with the British Museum allowed the Museum to purchase a 17th century silver seal matrix (found in the local area) for our archaeological collection. The matrix is now on display on the ground floor.

The Museum opened a new major exhibition on hop picking on the 3rd of July 2019 entitled Hopping in the Eden Valley. On display are images and objects from our collection and our newly acquired Roy Coles Photographic Collection. We also received objects and reminiscences of hop picking from the local and wider community. There was a special coffee morning on the 13th July 2019 at Rickards Hall which included beer tasting, Morris dancing and folk music from a local group, stalls and children's craft activities. The event proved very popular with over 150 visitors. A talk on hop picking is planned for September 2019 to raise further funds for the Museum.

Further displays were installed during the year and included, in July, 'What's in a Name', covering the origin of Edenbridge road names, a display focussing on the local racing driver John Surtees and in October, an exhibition on the work of the Edenbridge branch of Women's Institute will open and we continue with our Object Of The Month throughout the year.

Outreach

Our enquiries service continues to supply images from our collection to private researchers and local organisations. In February 2019, the Museum supplied images from our collection for Chartwell's artist led display in Churchill's 'Marycott'.

Schools groups continue to visit the Museum, including Four Elms School who were supplied with resources for their village trail project.

We continue to develop our programme of outreach events for vulnerable members of the community. In May, Museum staff visited the Forget-Me-Not-Café at the Eden Centre to deliver an object handling session for dementia sufferers. They also provided a similar session for members of Age UK and Evolve. The work of the Museum is promoted at as many local fetes that we can attend through the

year. We have also mounted a photographic display and pop up shop for Roman Court Residential Home and in April 2019 an informal talk and object handling session was delivered to users of Edenbridge Day Centre, the latter of which was extremely well received. The total number of persons reached in 2018 was 672 (391 in 2017).

Our free guided walks ran again this year from June. We had 36 people over the 4 walks in 2018 and hope to better that in 2019.

Visitor experience

Accessibility to the Museum's galleries and collection is very important to the Museum, and we continue to explore ways to develop the current visitor experience. Our Roy Cole Collection of hop picking photographs (291 in total) was made available online in 2019 via the Kent Photo Archive. We shall be digitising part of our oral histories collection this year with a view to making them available to researchers and subsequently, for visitors as and when funds allow.

We are part of the Ashford Museum initiative known as Wheels of Time. The scheme is open to all children under 16 and provides for them to collect 40+ badges from the museums within Kent. The Eden Valley Museum frequently hosts a badge presentation ceremony with the proud children displaying their lanyard of badges.

Visitor numbers increased over 2017 from 2717 (513 children) to 2951 (422 children) in 2018. We also had approximately 60 visitors from 12 countries outside of the UK.

Expanding our volunteer base

It is not possible for the Museum to function without volunteers and we are taking steps to encourage young people to volunteer within the Collections Team and other areas. The Museum arranged a work experience placement in June 2019 for a Year 12 student from Radnor Independent School, Sevenoaks through the Medway Education Business Partnership. We also have a volunteer from the Duke Of Edinburgh award scheme working part time with the Museum from September 2019 for six months.

Plans for 2019-20

For the whole of 2020, the Museum marks the 20th Anniversary of Eden Valley Museum with an exhibition about its history since its inception in 2000.

In February 2020, a member of the Foundling Hospital Research Forum will mount a guest display about Edenbridge's involvement in the Westerham Branch of the London Foundling Hospital.

Edenbridge Bonfire Society will mount a display from October to December.

EVMT continues to focus its efforts on fundraising and mitigating against rising costs. Continuity of funding is essential to the ongoing provision of the Museum's services, as well as our plans to expand access to our collection. The Museum is extremely appreciative of the monies received from Edenbridge Town Council.

Yours sincerely

Eden Valley Museum Trust

Supported by: Edenbridge Bonfire Society, Edenbridge Town Council, Eden Valley Chamber of Commerce, Great Stone Bridge Trust, Warren Meadows Trust, Tesco, Capel Charitable Trust, Waitrose



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



EDENBRIDGE TOWN COUNCIL SERVICE LEVEL AGREEMENT (SLA)

1. **Parties:**
Edenbridge Town Council (ETC) and the Edenbridge and District Twinning Association (E&DTA).
2. **Duration of the SLA:**
From 1 April 2019 - 31 March 2020 to be reviewed after one year.
3. **The purpose of the E&DTA:**
To ensure value for money is assured for the tax payers of Edenbridge whilst fostering good relations between the twinned towns of Edenbridge and Mont St Aignan.
4. **The resources of the E&DTA:**
£4,222.85 as at 31 October 2018.
5. **ETC contribution towards aims and objectives:**
In expectation that during 2019/20 E&DTA will raise some funds by its own activities, ETC will contribute £500.00 towards the general running of E&DTA.
6. **Legal compliance:**
E&DTA to comply with all current legal and financial obligations pertinent to its status and users' activities.
7. **The objectives and activities to be pursued by the E&DTA during the period of the SLA:** To undertake on behalf of the Town Council the organization of activities to promote the town's Twinning with Mont St Aignan.

Continuous Improvement

The Association to continue through its formal associations and exchange visits to promote commercial and cultural links with the community of Mont St Aignan, raising the profile and encouraging the sustainable development of both towns.

Participation and Accessibility

The Association aims to make its activities open and inclusive to all within Edenbridge and the surrounding district, and to encourage a wide spectrum of the community to engage

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with the opportunities it provides by publicizing its activities and encouraging new participants.

Activities

In so far as it is within its control, the Association will arrange a minimum of two exchange visits, one to Mont-St-Aignan and one to host visitors from Mont- St- Aignan, within the year. A schedule showing all the organizations planned activities for 2019/20 will be included with the interim report in September.

8. **Appraisal of actual performance against objectives:**

In so far as it is within its control, the Association will:

- Arrange a minimum of two exchange visits between the towns within the year
- Encourage a wide spectrum of the community to engage with the Association by publicising its activities.
- Encourage new participants to become active in the Association
- Raise additional funding by its own activities.
- Produce detailed evidence of any efforts and progress to obtain funding from other sources to compliment the ETC contribution.

9. **Any other relevant points:**

The funding to be paid in April 2019, with an interim report on progress and spending against performance objectives (8) to be submitted by the Association by 30 September 2019, along with any request for funding 2020/21. Requests for funding must be followed up with a set of signed end of year accounts at the SLA review meeting in September 2019. A full report of how the funds have been spent and targets achieved to be submitted by 31 March 2020. This should be submitted by a representative independent of the Council to ensure transparency.

All documents must be submitted in word excel as well as PDF where possible. I agree to all information provided being put in the public domain unless otherwise requested.

10. **Signatures and dates:**

Edenbridge Town Council

Chairman
Edenbridge and District Twinning Association

Date

Date

File: Finance/ Grants/ E&DTA Service Level Agreement 2019/20

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EDENBRIDGE & DISTRICT TWINNING ASSOCIATION

Interim report pursuant to clause 9 of Service Level Agreement dated 6th June 2019

Weekend 17th to 19th May 2019 : Visit to Edenbridge by MSA :-

26 French arrived by coach Friday evening and on Saturday with their hosts enjoyed an interesting and informative visit to Hampton Court.

All visitors and their hosts sat down to a very good dinner in Rickards Hall Saturday evening and on Sunday morning a short ceremony was held to mark the move to a new site near the Old Stone Bridge of the sundial presented by MSA in 1979, previously sited in the grounds of Stangrove residential home. This ceremony was also attended by the Chairman of the Town Council, Cllr. Alan Layland, Vice Chairperson Cllr. Margot McArthur together with representatives of The Great Stonebridge Trust and Jenners the developers of the replacement home who had generously carried out the re-siting of the sundial.

Saturday 8th June "Pop up" tea room:-

A French Café themed tea room was set up in Rickards Hall which, as in previous years, was well supported by local residents and visitors to the Town alike and resulted in a profit to the Association in excess of £140.

Weekend 13th to 15th September: Visit by EDTA to MSA :-

Early Friday morning 13 Edenbridge "twinners" set off in 3 cars bound for Dover and thence to MSA. On Saturday our hosts took us by coach to "France Miniature" an extremely large area comprising some 114 scale models of chateaux and other historic buildings and towns including the Eiffel Tower, autoroutes with moving traffic and numerous model trains. The whole was very well modelled and proved an interesting day out. On Sunday morning a small ceremony was held to commemorate the re-siting of a traditional British telephone box Edenbridge presented to MSA many years ago. This was attended by the Lady Mayor of MSA and dignitaries from the Commune, the MSA twinning commission and the visitors from EDTA.

We shall be hosting the annual joint committee meeting on Saturday 12th October when, together with members of the MSA committee, we shall be discussing and agreeing our proposed activities for 2020.

On November 28th we shall be holding our Annual General Meeting and Social Evening at "Bridges". Following this meeting we shall, in accordance with the terms of the SLA, provide the Council with a copy of our audited accounts which will, of course, show the income and expenditure of the Association.

We understand there is again to be a French Market visiting Edenbridge in November and are proposing to have our usual publicity stand including a Tombola which, in previous years, has generated a healthy income for the Association.

The Association considers it has satisfactorily met the objectives called for by the SLA and would respectfully request a funding grant of £500.00.

Chairman

29th September 2019



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



EDENBRIDGE TOWN COUNCIL

SERVICE LEVEL AGREEMENT (SLA)

1. Parties:

Edenbridge Town Council (ETC) and West Kent Extra.

2. Duration of the SLA:

From 1 April 2019 - 31 March 2020

3. The purpose of the SLA :

Ensure value for money for the tax payers of Edenbridge, whilst supporting the HOUSE Project at the Eden Centre.

4. The resources of the SLA:

As of 31 March 2018 the end of year balance was zero.

5. ETC contribution towards aims and objectives

£7,500

6. Legal compliance:

West Kent Extra to comply with all current legal and financial obligations pertinent to its charity status and users activities

7. The objectives and activities to be pursued by the West Kent Extra (House Project) during the period of the SLA:

- To deliver the HOUSE Project at the Eden Centre in accordance with the funding proposal.
- To manage and support staff to deliver a professional service.
- To evaluate health outcomes in accordance with the funding proposal.
- To secure all match funding required to run the project.
- To work in partnership with West Kent Extra staff delivering Kent County Council's Youth Services contract.

8. Appraisal of actual performance against objectives:

In so far as it is within its control, West Kent extra will

- Deliver 144 HOUSE sessions at the Eden Centre.
- Support young people to deliver a monthly youth forum and set up new projects to address unmet needs.

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9. **Any other relevant points:**

The funding to be paid in April 2019, with an interim report on progress against performance objectives (8) to be submitted by 30 September 2019, along with any request for funding 2019/20. End of year accounts should be submitted ahead of the October SLA review meeting along with any cash flow forecasts for the next year. A full report of how the funds have been spent and targets achieved to be submitted by 31 March 2020. All documents must be submitted in word excel as well as PDF where possible. I agree to all information provided being put in the public domain unless otherwise requested.

Signatures and dates:

Edenbridge Town Council

West Kent Extra

Date

Date

House Project at the Eden Centre: Interim report for 2019/20

1. Background

Edenbridge Town Council has contributed towards the costs of the HOUSE Project at the Eden Centre since it opened in 2013. Since April 2017 a Service Level Agreement (SLA) has been in place between Edenbridge Town Council and West Kent Extra. This interim report (for the period from April to September 2019) gives an update on progress against the following agreed annual objectives and activities for 2019/20:

- To deliver the HOUSE Project at the Eden Centre in accordance with the funding proposal.
- To manage and support staff to deliver a professional service.
- To evaluate health outcomes in accordance with the funding proposal
- To secure all match funding required to run the project.
- To work in partnership with West Kent Extra staff delivering Kent County Council's Youth Services contract.

We also report on actual performance against the following objectives:

- Deliver 144 HOUSE sessions at the Eden Centre.
- Support young people to deliver a monthly youth forum and set up new projects to address unmet needs.

The project continues to be very successful in meeting the needs of young people aged 11 to 19 in Edenbridge and the surrounding areas. There have been on average 97 attendances each month from April to September 2019.

2. Objectives/activities

This section gives a progress report against each of the five objectives/activities and appraise actual performance against the two objectives.

To deliver the HOUSE Project at the Eden Centre in accordance with the funding proposal

In accordance with the funding proposal, your grant has contributed towards the running costs of Edenbridge HOUSE, a public health youth project in Edenbridge and the surrounding villages. We delivered three evening HOUSE sessions a week and ran a programme of courses, social events and day trips. This included



a summer trip to Thorpe Park where we engaged a total of 38 young people. We have also been delivering weekly cooking sessions every Friday and this has been a popular activity. This involves cooking healthy meals from scratch, using fresh ingredients.

A higher percentage of young people aged 11 to 12 have participated in HOUSE recently (compared to previous periods). They are interested in informal education around topics such as bullying, positive relationships and healthy lifestyles, so we are providing more short informal sessions on these topics. Feedback from participants has been very good.

Edenbridge Town Council and other partners have raised concerns with us about a recent rise in local anti-social behaviour and crime. (We experienced this first-hand with a break-in at HOUSE at the end of May.) We have responded to these concerns by running detached sessions. We deliver this work in areas that have been reported to us by the PCSO, housing officers, Town Council staff/councillors or mentioned by concerned residents in social media posts.

To manage and support staff to deliver a professional service

The project is overseen by Charlotte Ede, Youth Services Manager. Cheryl Banks, Youth Worker in Charge, is responsible for the day-to-day management of the service. Cheryl is supported by two Youth Workers.

Staff keep up to date with essential training on safeguarding, first aid, health and safety, equality and diversity, sexual health, smoking cessation and mental health. All staff attend monthly supervision meetings with their manager.

To evaluate health outcomes in accordance with the funding proposal

In accordance with the funding proposal, we measure the outcomes in three main ways. Firstly, we evaluate activities to see if they have contributed towards the outcomes. Secondly, we meet the youth forum monthly to consult them on what services or activities are working well in the project. Thirdly, our Youth Services Manager conducts further in-depth interviews with HOUSE participants.

Our evaluation shows that the HOUSE project continues to support participants to:

- Have increased understanding of the risks of drugs, alcohol and smoking, leading to reductions in use.
- Have increased understanding of sexual health issues/relationships, leading to reductions in sexually transmitted infections and teenage pregnancies.
- Have increased resilience and self-confidence and be able to make more informed choices leading to healthier lifestyles.
- Be more engaged in targeted positive activities, resulting in healthier lifestyles.

Our work during this period included:

- 34 alcohol interventions,
- 28 alcohol interventions,
- 34 drug/substance misuse interventions,
- 33 smoking interventions, and
- 8 readiness for work interventions.

We have included some case studies below to show how your funding has helped our staff to intervene early to support young people to address issues they are facing and provide the support they need.

Case study 1

Harry is 16 years old and has been coming to house since he was 11. He has ADHD and finds life challenging at times. Staff have supported Harry over several years to address behavioural issues. About 18 months ago, staff noticed that Harry had been making a lot of poor choices such as not going to school, getting involved in anti-social behaviour and smoking cannabis. Our staff started working intensively with Harry, challenging his behaviour and encouraging him to make positive choices. In the last quarter, staff have working with Harry two times a week (in groups sessions) and are also providing one-to- one sessions. We have helped him to reflect on his relationships with other young people in the town who were encouraging him to get into trouble. We have also supported him to take his education more seriously and reduce his cannabis use. Since our staff have provided more intensive support, they have observed significant improvements in Harry's behaviour at House. At an evaluation session, Harry thanked staff for their support and said they had they had diverted him from a path that would have led to prison.

Case study 2

Megan is 12 years old and has been attending HOUSE for four months. We are helping and supporting Megan with emotional behaviour as she finds it very difficult at home with two other children. She attends the mental health project that we deliver in partnership with Reach Out. It is a small group and Megan has stated that it has really helped her to talk about her issues. Her mother has stated that she has seen a difference in her behaviour at home as well.

Megan says that one of the things she likes most about HOUSE is the support provided by the youth workers, who all take time to listen to her and suggest practical steps to move forward. She also loves the cooking sessions.

Megan has said that she is now ready to get involved in planning activities at House alongside other young people.

To secure all match funding required to run the project

We have secured match funding from West Kent Housing Association, MOAT Foundation and the Great Stone Bridge Trust of Edenbridge to deliver the core service during the period covered by this interim report.

To work in partnership with West Kent Extra staff delivering Kent County Council's Youth Services contract

Youth workers at HOUSE continue to work in partnership with their West Kent colleagues delivering the Sevenoaks-wide youth service. The staffing costs for the day trip to Alton Towers were fully funded from the KCC contract; this is an example of how we have added value to this SLA through the KCC contract.

To deliver 144 HOUSE sessions at the Eden Centre

We will have delivered 76 sessions by 30 September, exceeding our target of 72 sessions for the first six months of this SLA.

Support young people to deliver a monthly youth forum and set up new projects to address unmet needs

An older cohort of youth forum member left the HOUSE project recently to take up new work or education opportunities. One of the youth forum members has recently been nominated for a Try Angle award for Positive Intervention for their volunteer work at the Edenbridge 8-12's project.

We stopped running the youth forum over the summer so that we could recruit new members and reinvigorate the forum. We expect to restart the forum in October with a new group of members. Meanwhile, we have been working informally with a group of young people during HOUSE sessions over the summer to develop ideas for new activities. They have helped us develop CookHOUSE, a new 10-week cooking programme, which builds on the success of recent cooking sessions. A funding application for CookHOUSE is being considered by the Gatwick Foundation Fund.



Young people also worked hard to repair and restore a memorial bench for one of our HOUSE participants who passed away a few years ago.

The equipment required was donated to us by the Eden Church.

The new youth forum members will work with us to plan an open day at HOUSE to attract new members. This will give an opportunity for young people, their parents and the wider Edenbridge community to find out more about HOUSE.

We have recently distributed a questionnaire to all HOUSE participants. This will help us to gauge interest in various new activities and collect more information about the impact of the project.

3. Funding request for 2019/20

We are very grateful for the support of officers and members at Edenbridge Town Council. We thank you for your contribution of £7,500 for the current financial year.

Partnership working has been essential to the success of this project and your funding has helped us to secure match-funding from West Kent, the MOAT Foundation, the Great Stone Bridge Trust, Councillor Peter Lake (KCC) and others.

We are keen to renew the SLA with Edenbridge Town Council but would like to discuss whether you would be willing to consider an increased financial contribution for financial year 2020/21. The Moat Foundation is no longer able to fund HOUSE because we have reached the maximum number of grants allowed under their rules. This means that we need to bridge a funding gap in order to deliver the same level of service in 2020/21. We look forward to

discussing this with you and answering any questions you may have at our meeting on 26 September.

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