

## MAYD / Parish Councils' Agreement

Agreement between MAYD (Melbourn Area Youth Development) funding partners: Melbourn Parish Council, Meldreth Parish Council, and Shepreth Parish Council, ~~and Foston Parish Council.~~

### **Background**

1. MAYD was established in 2010 at the initiative of the aforementioned Parish Councils. Its aim is to provide youth recreational services for young people aged 11-18 from the parishes of Melbourn, Meldreth, and Shepreth, ~~and Foston.~~ Attendance of the youth club is not exclusive to young people from the group villages, the club is open to all young people.
2. MAYD is a voluntary community organisation resulting from the collaborative approach to the provision of youth recreational services by the member parish councils.

### **Financial arrangements**

3. MAYD's activities are financed through an annual grant contribution awarded by each of the parish councils named in this agreement.
4. Contributions for funding will be reviewed annually based on the previous year's attendance such that funding is distributed as equitably as possible. Where there has been a gap in delivery of the service, contributions will be based on the most recent available attendance figures.
5. Melbourn Parish Council holds a dedicated account to receive and administer these funds.
6. Any funds unspent which have not been utilised for the purpose agreed can be ringfenced to fund items such as materials for activities and/or items to improve the facilities for the benefit of youth club.

### **Governance arrangements**

7. The activities of MAYD will be overseen by a joint committee steering group comprised of parish councillors from the participating parish councils, and District and County Councillors, or a non-councillor but authorised by their designated member representative. The group will be chaired by a Melbourn Parish Councillor as the over-arching Council with the fiscal responsibility. The Vice chair can be drawn from the remaining group.
8. The parish clerk for Melbourn will provide the secretariat for this joint committee steering group.
9. The joint committee steering group will endeavour to meet at least quarterly and the minutes disseminated to participating parish councils via the Parish Clerk for Melbourn.
10. Complaints regarding any element of this agreement or the service provided

through this agreement are to be directed to the ~~joint committee steering group~~ via the secretariat.

11. A member parish council, should it choose to withdraw from this agreement, should provide the ~~joint committee steering group~~ with at least six months' notice prior to the annual renewal date of 1 April.
12. Following the departure of a member parish council the remaining members of the ~~joint committee steering group~~ will determine the future of the partnership and reframe this agreement accordingly.

### **Safeguarding**

13. In order to ensure the safety of its client group MAYD will be bound by the safeguarding procedures of Melbourn Parish Council, which are:
  - appropriate to MAYD's work
  - reviewed annually
  - ensure a rigorous recruitment and selection process is in place for staff and volunteers
  - involved in MAYD activities who work with children and young people, and shall include the checking of criminal records via the Disclosure and Barring Service (DBS) and the taking up references. DPS will be carried out every 3 years.
  - statutory or best practice guidance will be followed on appropriate ratios of staff or volunteers to children or young people
  - child protection and health and safety training or guidance for staff or volunteers will be provided
  - activities will be risk assessed as appropriate
  - appropriate insurance cover will be in place
  - Or it will be ensured that any third party contractor hired to deliver youth recreational services on its behalf complies with these requirements

### **Service Delivery/ Function on MAYD**

- To provide Governance, resolving any issues raised from any source
- To set Aims of Youth Club
- To receive and discuss the service provider's assessment of whether the programs are meeting the aims.
- To review performance of the appointed service provider against agreed programs and other criteria
- To finance the activities of Youth Club adequately
- To promote the activities of Youth Club and encourage participation from the local community

14. Any additional service provision must be agreed and separately funded by the parish councils via the MAYD ~~joint committee steering group~~.

### **About current contractor**

15. See appendix 1 for details of current contractor.

**Term of the agreement**

16. This agreement shall run from ~~January~~ May 2022 to ~~January~~ May 2025.

Melbourn Parish Council  
Councillors

\_\_\_\_\_

Date:

Meldreth Parish Council  
Councillors

\_\_\_\_\_

Date:

Shepreth Parish Council  
Councillors

\_\_\_\_\_

Date:

~~Foxton Parish Council  
Councillors~~

~~\_\_\_\_\_~~

~~Date:~~

MAYD Chair

\_\_\_\_\_

Date:

Melbourn Area Youth Development (MAYD)  
c/o Melbourn Parish Council  
~~January~~ June 2022