



## **HORLEY TOWN COUNCIL**

An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,  
Albert Road, Horley on Tuesday, 26 July 2022, at 7.30 pm

**All correspondence and papers referred to in the public part of the agenda are available to view  
in the Town Council Offices during normal office hours or on the website**

*The meeting will be attended by the  
Chief Executive Officer at Community Foundation for Surrey, Rebecca Bowden*

## **AGENDA**

- 1 Apologies and Reasons for Absence.**  
To receive apologies and reasons for absence.
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**  
To receive any declarations of interest in relation to any items included on this agenda.
- 3 Constitution**  
To agree the Terms of Reference of Full Council for the Municipal Year 2022/23 **(attached)**.
- 4 Public Forum**
- 5 Minutes**  
To approve the Minutes of the Ordinary Council Meeting held on [21 June 2022](#)
- 6 Full Council Updates**
- 7 Committee Reports**  
To receive the Minutes of the meetings of the following Committees:  
Planning & Development Committee held on [24 May 2022](#).
- 8 Council Chairman's Report**  
To receive a report of any events attended by the Chairman or her representative since the Full Council meeting held on 21 June 2022 **(attached)**.
- 9 Surrey Community Fund – Horley Edmonds Fund**
  - i) Rebecca Bowden, Chief Executive Officer at Community Foundation for Surrey:** To receive a brief overview on how the fund works and the best way forward to assist Horley Town Council to distribute grants.
  - ii)** To discuss applications and how consideration might be given to funding finite project-based staffing costs and grant sum thresholds.
  - iii)** To consider two applications from YMCA East Surrey (Beatz Project) and SparkFish **(attached)**
  - iv)** To receive the latest statement.
- 10 Borough, County Council and Other Updates**  
To receive any updates.
- 11 County Deals**  
To ratify the Town Council's response to Surrey ALC on suggestions for delivering local services with funding, as part of their preliminary discussions with Surrey County Council on the potential for a Surrey County Deal Plan. **(attached)**

**/continued.....**

**12 Community Infrastructure Levy (CIL)**

- i) To note an invitation from the Borough Council to submit project funding bids through the Reigate & Banstead Strategic infrastructure Programme (SIP) 2023-2027 and to consider the Town Council's response.
- ii) To consider a proposal to seek funding for the provision of new notice boards in various sites around Horley.
- iii) To note the Town Council's concerns about lack of support and investment for Horley by the principal authorities and how the matter should be progressed.

**13 Town Council Insurance 2022/23**

To ratify the Town Council's separate Cyber Protection Policy for 2022/23 in the total sum of £499.82 (including IPT and administration charge).

**14 Horley Town Plan 2022/27**

To note publication of the adopted Town Plan and to agree the way forward.

**15 Urgent Leisure Matter**

To consider the replacement of the climbing nets at Horley Recreation Ground at a cost of £2826 ex VAT for the removal and disposal of the old nets and the installation of the new nets.

**16 UK Shared Prosperity Fund**

To receive an update on the latest information received from RBBC

**17 Outside Bodies**

To receive any updates from the Town Council representatives on the following outside bodies

- iv) Horley Community Partnership
- v) RBBC Borough Standards Committee
- vi) Royal British Legion (Horley)
- vii) YMCA Community Wellbeing Team

**18 Letters Received**

**19 Diary Dates**

**20 Items for Future Consideration**

To note urgent business for inclusion on future agenda.

**21 Press Release**

To agree items for inclusion.

**22 Exclusion of Public and Press**

**"In view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw."**

**23 Minutes**

**CONFIDENTIAL**

To approve the Confidential Minutes of the Annual Meeting, held on 21 June 2022.

**24 Contract Matters**

**CONFIDENTIAL**

To consider correspondence received from an appointed contractor of the Town Council.





# HORLEY TOWN COUNCIL

## TERMS OF REFERENCE FOR FULL COUNCIL AND COMMITTEES 2022\_23

### 1. Purpose

The Town Council has a main Full Council committee which consists of all 18 Town Councillors. Full Council is constituted as a standing committee of Horley Town Council and, as such, shall comply with the Council's adopted Standing Orders. Full Council may delegate some of its statutory functions and responsibilities (assigned to a Town Council in legislation to one or more committees), those being the:

- [Finance & General Purposes Committee](#)
- [Leisure & Amenities Committee](#)
- [Planning & Development Committee](#)
- Staff Committee

### 2. Frequency of Meetings

Meetings of Full Council shall be held in accordance with Standing Orders and as set out on the Council's Calendar of Meetings as published on the [Town Council website](#) to meet the responsibilities as outlined below.

### 3. Delegated Responsibilities

Full Council shall exercise the powers and duties of the Council relative to:

- a. Council Policy
- b. Receipt of Declarations of Acceptance of Office
- c. Casual Vacancies
- d. Committee appointments
- e. Committee recommendations
- f. Matters relating to Staff (including salaries)
- g. The location of Town Council Offices
- h. The power of raising loans
- i. The purchase, sale, transfer, construction, alteration, acquisition and maintenance of buildings and other structures.
- j. Purchase, disposal, or sale of land
- k. Leasing, licensing, and letting of land and buildings in the Council's ownership and obtaining planning permission where necessary
- l. Partnership Agreements (Devolved Powers)

- m. Review and variation of Standing Orders, Financial Regulations, and associated policies
- n. Health & Safety Policy
- o. Member Code of Conduct
- p. Town Council Precept
- q. Town Awards
- r. Emergency & Resilience Plan
- s. Corporate Plan
- t. Incurring capital expenditure not specifically included in the Council's approved estimates.
- u. Community Fund Grant Applications (including Horley Edmonds)
- v. Taking Legal Action
- w. Any matter normally dealt with by a Town Council Committee, but where prompt action is required.
- x. Risk Assessment and Management

#### **4. Leaders' Group**

The Leaders' Group (comprising all Chairmen and Vice-Chairmen) shall authorise expenditure and take decisions of an essential / emergency nature, for later ratification by the appropriate meeting.

#### **5. Committees reporting to Full Council**

##### **Staff Committee**

The Staff Committee shall comprise the Leaders' Group. Attendance at Staff Committee meetings shall be by appointed members only. The Committee shall make recommendations to Full Council concerning:

- i. Employment of Staff
- ii. Terms and Conditions of Employment
- iii. Review of Staff Salaries
- iv. Disciplinary and Grievance Procedures

##### **5.1 Working Groups reporting to Full Council**

Town Plan Action Delivery Working Group

##### **5.2 Outside Bodies reporting to Full Council**

- i. Horley Community Partnership
- ii. YMCA (Community Wellbeing Team)
- iii. Borough Standards Committee
- iv. Royal British Legion (Horley)
- v. HTC and RBBC Liaison Committee

#### **6. Sub-Committee reporting to the Finance & General Purposes Committee**

Environment Sub-Committee

##### **6.1 Working Groups reporting to Finance and General Purposed Committee**

- i. Communications Working Group

- ii. Resilience Working Group

## **6.2 Outside Bodies reporting to the Finance & General Purposes Committee**

Surrey Association of Local Councils (Surrey ALC)

## **7. Working Groups reporting to the Leisure & Amenities Committee**

Horley in Bloom

### **7.1 Outside Bodies reporting to the Leisure & Amenities Committee**

- i. Churchyards Committee
- ii. Horley Carnival Committee
- iii. Gatwick Greenspace Partnership (GGP)
- iv. Horley Conservation Group (HCG)

## **8. Working Groups to the Planning & Development Committee**

Planning Applications Working Group

### **8.1 Outside Bodies reporting to the Planning & Development Committee**

- i. Horley Town Management Group (HTMG)
- ii. Gatwick Airport Consultative Committee (GATCOM)

**Adopted: 26 July 2022**

**Review Date: 2023**

## List of Mayoral Events 22 June 2022 – 25 July 2022

<b>Date</b>	<b>Event</b>	<b>Location</b>
22 June	Surrey Civic Network	Reigate
23 June	High Sheriff Garden Party	University of Surrey
1 July	NHS Big Tea Party	Reigate
2 July	Trinity Oak School Fair – Attended by Cllr Avery	Horley
16 July	Archway Theatre performance of Oliver	Horley

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**Request**

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Funding towards the salary costs of a new project, which will enable disadvantaged young people to learn new life skills by composing and recording music.

<b>Total cost:</b>	£24,485.00	<b>Geography:</b>	Horley
<b>Funding requested:</b>	£10,000.00	<b>Primary beneficiaries:</b>	Young People
<b>Amount recommended:</b>	£10,000.00	<b>Number of beneficiaries:</b>	100

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**About the Organisation**

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**Income:** £4,233,865.00 **Expenditure:** £3,818,821.00

**58 full time staff, 104 part time staff, 150 volunteers, 10 Trustees/Management Committee**

Recently winning 'YMCA of the Year' out of 118 YMCAs across England and Wales, we are a local charity that has been responding to the needs of individuals and communities for over 150 years. Our mission is to provide opportunities for people to develop their full potential, focusing on the vulnerable and disadvantaged. We offer a wide range of services to support community needs. They are concentrated in areas of socio-economic disadvantage and include play and leisure schemes for children and young people, including those with disabilities, family support services, youth work, supported housing, mental health counselling and health and wellbeing programmes for all ages, and volunteering. In 2019/20, over 14,000 people benefited from our services, including 4,588 with additional needs and 7,920 under 16s.

With years of experience, we place an emphasis on ensuring that the services we provide are truly what the community needs. Our main focus is on the impact we have on the young people we work with. One such example is Theo, 12, who is autistic spends much of his time in the role of a young carer to his five-year-old brother Toby, who also has autism. He enjoys his lessons at school, is eloquent, musical, interested in reading and finds it easier to communicate with adults than with his peers. When his mother Nicole heard about the YMCA East Surrey youth club sessions in Merstham through social media, she was keen for Theo to give them a try, get out of the house and interact more with others. "We live in a stressful household and Theo has a lot on his plate for a boy of his age," says Nicole. "Out of necessity, much of my time is taken up with looking after his brother and so I can't give Theo as much attention as I would like. There's not a lot else to do in this area for children of Theo's age, so my hope was that the youth club sessions would give him the chance to mingle and make some local friends."

At YMCA East Surrey we seek to be a second home to families like Nicole's. We are like the grandparents or siblings stressed parents can turn to when they need support because as the saying goes: 'It takes a village to raise a child.'

**Previous grant awards** - YMCA East Surrey has received 30 grants since 2008, totalling £185,756. Their end of grant monitoring has consistently been submitted to a good standard.

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**Assessor's comments**

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The assessor acknowledges that CFS and YMCA East Surrey have a very strong relationship. The assessor is confident in the abilities of YMCA East Surrey to deliver this new project, as they have a proven track record. The assessor is pleased to see that they are starting a new project and that it is an initiative that has started because the young people that YMCA East Surrey serve have requested it and shown a great interest in producing music. The assessor understands that the main aim of this project is to build confidence and improve life skills in the young people involved, however, it will also open up their options to see opportunities within an industry that they potentially thought was not available to them. The assessor is encouraged to hear that there will be a professional music producer, as well as a youth worker at every session, as this will really add value to the young people that they matter and will give them the opportunity to ask technical questions, but also questions about how to get into the industry. From a conversation with the Grant Seeker, the assessor understands that YMCA East Surrey are targetting this funding for young people with disabilities. YMCA East Surrey started this project in April, with funding from the National Lottery and the High Sherrif Awards, enabling 4 sessions per week. Each session is 2-hours long and the music producer allows the young people in attendance (which are groups of 5 – 8 young people per session) to dictate what is covered in each session. The funding that has been requested from CFS is to add extra sessions per week, specifically for young people with disabilities. The assessor is impressed with how the young people that YMCA East Surrey serve have led this activity, and how YMCA East Surrey has listened and put together this project. As such, the assessor recommends fully funding this application.

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**What problems do the young people you work with face?**

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Horley is one of the most deprived areas of Reigate & Banstead and amongst the 30% most deprived areas of England in the Indices of Multiple Deprivation (2015). Many of the children in attendance at our youth club there are from lower-income households, and do not have access to formal methods of musical education, such as owning an instrument or

private tuition. Despite the many benefits parents report from their child's involvement in music, such as increased concentration, more self-discipline and higher levels of confidence, research from the Musicians Union (2018) demonstrates that families with a total household income of less than £28k are half as likely to have a child engaged in private musical education as more affluent peers with a family income of £48k or more.

Whilst music education is available to all secondary school pupils, it is usually very limited and access to subsidised private lessons is often non-existent and wholly dependent on the resources and ethos of each individual school. Nevertheless, in our experience and as shown in the report by Youth Music and Ipsos MORI, those from lower income households are still heavily interested in music and engaged in musical activity, though these activities are more likely to emanate from home, be less formal and have a 'DIY' feel to them, such as writing music, making music on a tablet or computer, rapping, karaoke and DJing.

One of the young people attending our youth clubs in Horley was so interested by the two music studios in the building that he contacted a local music producer to ask if they would support the delivery of group sessions there. This young person is not particularly academic, but is really talented at music, playing the piano, drums and guitars at the studio whenever he can. Supporting people like him with an interest in music to develop their skills could help them on a career path they might otherwise not be able to access, as well as giving them musical and life skills, and an inspiring and enjoyable experience they also wouldn't be able to access elsewhere.

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### **Project and activity details**

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Beatz! is a new project designed to offer a variety of music and radio-based activities to young people aged 11-18, and up to 25 for young people with disabilities, engaging and introducing them to a variety of new skills. They will learn new musical skills as well as developing life skills such as teamwork, organisation, and communication skills. They will have access to a fully operational music studio at our Family and Young People Centre in Horley, where they can compose and record music, play musical instruments and sing, as well as broadcast on the radio.

We aim to run 5 after school music sessions per week with a youth worker and a music professional supporting the sessions. There will be 5-8 young people in each group, with a programme lasting half a term (6-8 weeks), meaning in one year we will deliver sessions to around 100 young people aged between 11-25. Each programme will be tailored to the needs of the group, with each young person achieving a variety of different outcomes depending on their individual needs and abilities. Weekly sessions are starting at the end of April 2022 with the funding that we already have, as follows:

1. YMCA Youth Club Session - This is for young people attending youth club sessions in Horley and is being funded by our wider National Lottery Community Fund grant.
2. Targeted Youth Support - These sessions will be for young people with higher support needs who are at risk from criminal exploitation, including those known to YMCAES or supported by SCC's Targeted Youth Support staff. This is being funded by the High Sheriff Youth Awards.
3. Young people with mental health needs - These sessions will be for young people attending our WAVES youth groups for young people with emotional and mental wellbeing needs or for other young people we work with who have mental health needs. This is currently being funded internally.

Other groups that will be set up if we receive further funding could include:

4. YMCA Housing residents - We would offer a session for residents from our supported accommodation for young homeless people. We would also offer training and volunteering to provide opportunities to learn and develop, and add additional skills to their CV.
5. Local Secondary Schools - These would be sessions for students from the local secondary schools. We would work closely with the school to identify young people most in need.
6. YMCA LifeWorks - These sessions would be for young people with disabilities and complex needs, enabling them to get engaged with music, develop their skills, and try out musical instruments.

Full funding will enable us to run 5 music sessions per week. It will cover the cost of any additional equipment needed, but the majority of funds will pay the music professionals – currently we have two music producers on board - and youth workers directly engaging with the young people. There will be no cost for the use of the space, which is being donated in kind.

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### **What change are you wanting to make and how will these be measured?**

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Many of the children in attendance at our youth club are from lower-income households and do not have access to more formal methods of musical education, such as owning an instrument or private tuition, even though they are interested in developing their musical abilities. Prior to restarting our youth clubs last year, we carried out a survey of the needs of over 250 young people in the most deprived areas of Reigate and Banstead, including Horley. Over 20% of respondents said that they would like to get involved in a radio/music project, so Beatz! was designed for this group of interested young people who wouldn't otherwise have access to developing their musical skills. The overall aim of this project is to give young people, both musical and life skills to help them become their best selves. The young people who take part in Beatz! will have the opportunity to develop their musical abilities and create their own music. They will also increase in confidence and learn perseverance and resilience, as well as improve their mental health, and life skills such as teamwork and communication skills. Taking part in Beatz! will mean participants engage with other young people from the area in activities that promote communication, teamwork, goal-oriented planning, and decision making which



will also increase their receptiveness to other such activities. We also aim to promote volunteering, training, and mentoring opportunities where appropriate, with some of the young people going on to help with new group sessions. This will help to bring about a long lasting, positive impact on the wider community, particularly when targeting those at risk from criminal exploitation and involvement in anti-social behaviour. A fully operational music studio plus music professionals and experience youth work staff will allow us to offer young people the opportunity and resources to develop their musical and music production skills, as well as record music, sing and play musical instruments. They will also develop their life skills and confidence. On the music side we expect the young people to: Develop their musical abilities, either playing an instrument or singing; Create their own music; Develop their creativity; Develop music production skills. In addition, they will develop life skills including: Improving their mental wellbeing, confidence, and self-esteem; Developing their life skills such as decision-making, communication, resilience, empathy, creativity and teamworking; Learn how to make positive life choices; Learn perseverance by working through initial frustrations and; Develop skills/experiences to help them into employment or further/higher education.

In terms of measurement, quantitative data will be collected on the number of young people participating, their background, and their attendance. We will also have the evidence of the music that they create and broadcast. We will also design a questionnaire to gather qualitative data on how Beatz! has impacted their lives, asking them about their musical progress, their mental wellbeing, their confidence, and life skills such as communication and teamwork. Many of our young people would not otherwise be exposed to structured extra-curricular arts-orientated activities, and this project will give them the opportunity to engage in something that interests them and to focus their energy on creative and positive activities. The artistic nature of Beatz! will enable individuals who may struggle with traditional forms of communication or with academic subjects to immerse themselves in a creative project in a way that goes beyond verbal communication. The young people will also be supported to follow their passion in music and get guidance to produce their very own musical pieces. Keeping a record of their musical achievements will give them a sense of how far they have come throughout the project inspiring them to keep engaged in more creative activities throughout their lives.

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### Case study

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With years of experience, we place an emphasis on ensuring that the services we provide are truly what the community needs. Our main focus is on the impact we have on the people we work with. Although Beatz! is new we have examples from other work with young people that showcases what they can achieve with our support.

One such example is Theo, 12, who is autistic and spends much of his time in the role of a young carer to his five-year-old brother Toby, who also has autism. He enjoys his lessons at school, is eloquent, musical, interested in reading and finds it easier to communicate with adults than with his peers. When his mother Nicole heard about the YMCA East Surrey youth club sessions in Merstham through social media, she was keen for Theo to give them a try, get out of the house and interact more with others.

*“We live in a stressful household and Theo has a lot on his plate for a boy of his age,” says Nicole. “Out of necessity, much of my time is taken up with looking after his brother and so I can’t give Theo as much attention as I would like. There’s not a lot else to do in this area for children of Theo’s age, so my hope was that the youth club sessions would give him the chance to mingle and make some local friends.”* Theo has now been attending for many months and is happy and integrated, with many friends. The stress on his mother has been reduced, and family life is happier.

At YMCA East Surrey we seek to be a second home to families like Theo’s. We are like the grandparents or siblings stressed parents can turn to when they need support because as the saying goes: ‘It takes a village to raise a child.’

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### Equity, Diversity and Inclusion – how do you work with vulnerable and marginalised people?

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With this project we will make sure that we are targeting the most disadvantaged and vulnerable in a variety of ways. Firstly, the project is based in Horley, one of the poorest communities in Reigate and Banstead, so although our youth clubs are open to all they are targeting poorer communities through the location. Second, the different sessions will be open to specific target groups, so there will be a session aimed at young people with mental health issues, a session for young people at risk of criminal exploitation and anti-social behaviour, and possible sessions for young homeless people and for young people with disabilities. If there is a session opened for people from local schools, we would liaise with schools to identify young people who are most in need, for example those at risk of exclusion. We are able to identify these groups due to our other work with young people, for example at our youth clubs, through our mental health services and through our housing services. In addition, we will work with our partners, as outlined above, to identify individuals from our target groups, including SCC’s Target Youth Support team and local schools. All of our youth services are developed through listening to young people and responding to their needs. Our Youth Workers are experienced at using a youth-led approach to build relationships with even the most hard-to-reach young people. During the early stages of building a trusting relationship, they encourage the young people to plan and deliver activities that they choose. This helps us not only to frame our delivery, but to also encourage our young people to be proactive in planning activities and creating their own opportunities.

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**Amount raised so far:** £10,000.00

**Other funding sought:** We have received £5,000 from the High Sheriff Youth Awards, and a further £5,000 from the National Lottery Community Fund. We have also applied to Music for All – £1,500, Eranda Rothschild Foundation - £10,000 and we also plan to apply to Youth Music Network for multi-year funding.

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**Request**

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Funding towards the salary costs, to enable a youth worker to be based at a different school each week day.

<b>Total cost:</b>	£27,000.00	<b>Geography:</b>	Reigate, Horley, Redhill and Merstham
<b>Funding requested:</b>	£10,000.00	<b>Primary beneficiaries:</b>	Young People
<b>Amount recommended:</b>	£10,000.00	<b>Number of beneficiaries:</b>	500

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**About the Organisation**

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**Income:** £116,512.00 **Expenditure:** £127,967.00

**3 full time staff, 3 part time staff, 50 volunteers, 8 Trustees/Management Committee**

SparkFish was launched in 2010 and has significantly grown over the last twelve years. The aim of SparkFish is to inspire and encourage young people in faith, hope and love. SparkFish has three strands of work:

1. Learn - RE events which bring the Bible to life, and assemblies which explore values for life.
2. Think! - Space and time in a busy school day for reflection. This strand addresses spiritual and moral development within the school curriculum. Our Think! spaces are sensory experiences provided in the school to allow students to slow down, think about important life issues and explore well-being.
3. Hope - Support for students at times of change and challenge, through mentoring, Drawing and Talking therapy, lunchtime clubs, courses and workshops.

The organisation is local to Reigate, Redhill and Merstham. They have recently developed a Horley partnership as well and they are supporting schools in Caterham, Dorking and Limpsfield. SparkFish operates collaboratively, particularly by uniting the efforts of local churches to support local schools. Through a team of 6 youth workers, a part time administrator, 8 trustees and 50+ volunteers, SparkFish is active in supporting 24 Primary and Secondary Schools in a variety of ways, according to the needs and requests of the schools. These include: lessons in Personal, Social and Health Education and Religious Education, assemblies, Think! spaces, lunchtime activities, mentoring, Drawing and Talking Therapy sessions and Primary to Secondary transition support.

**Previous grant awards** - SparkFish has received 7 grants from the Community Foundation for Surrey since 2013, totalling £61,000. Their End of Grant monitoring has been submitted to a decent standard.

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**Assessor's comments**

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The assessor considers the application to be thorough and detailed, explaining where the need is and how they met it. The assessor is aware that Covid has had a massive negative impact on the mental health of young people and that support is desperately needed. This is only exacerbated in areas of relative deprivation, in which SparkFish are working. The assessor is delighted to hear that SparkFish work with other agencies and charities, to offer a wrap around support for a young person in need. The assessor is pleased to confirm that SparkFish do not proselytise through this project. As such, the assessor recommends funding this application.

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**What problems do the young people you work with face?**

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From our work in local schools over the last twelve years we have seen a huge increase in young people struggling with their mental health and emotional well-being (this has been further exasperated by the Covid-19 pandemic and national lockdowns). Our referrals continue to be at an all time high for young people struggling with anxiety, low mood, self-harm, suicidal ideation, family breakdown, low confidence, poor attendance in school and much more. Through our established relationships with local schools we have seen first hand how schools have struggled to meet these pastoral needs 'in house' due to being short staffed and over stretched.

The 2010 Indices of Deprivation show that, by and large, Reigate & Banstead is a relatively affluent borough which does not suffer significantly from deprivation. Overall, the borough is ranked 292 out of the 326 local authorities in England (1 is most deprived). Despite this, Reigate & Banstead is the fourth most deprived borough in Surrey behind Spelthorne, Tandridge and Woking. The indices identify a number of small pockets of deprivation within the borough, particularly within regeneration areas such as Merstham which falls within the most deprived 10% in Surrey and also in Redhill West. There is no doubt that socio-economic and environmental factors, including poor education, inadequate housing, ill-health, living in a workless household, poor family relationships and exposure to violence in childhood, can all have a measurable impact on later mental health, individual resilience and create social exclusion. Inevitably the more of these factors that conjoin and the lesser the individual's resilience, the greater the risk of mental illness. According to the Surrey Uncovered report children in families with lower income levels have a threefold increased risk of mental health problems. Most mental ill health starts in childhood or adolescence, so interventions to prevent continuing problems is essential at this time. Mental health problems affect about 1 in 10 children and young people but alarmingly, 70% of children and young people who experience a mental health problem have not had appropriate interventions at a

Assessor David McSween

sufficiently early age. The World Health Organisation estimates that poor mental health accounts for 20% of all lost years of healthy life in the UK.

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### Project and activity details

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This grant would enable SparkFish to continue our delivery of mental health and emotional well-being support in local Secondary Schools by continuing our offer of: One to one mentoring delivered by qualified, experienced Youth Workers; Lunchtime activities (providing safe spaces where young people can come and relax during their busy school day and chat to friendly youth workers.); Small group courses covering emotional well-being, bereavement, anger, relationships, life skills and self-esteem; Assemblies with a particular focus on self-care, self-esteem, resilience and taking care of our emotional well-being; We would also like to increase our offer of THINK! Spaces which are sensory experiences created in schools to give young people a chance to have space and time in their school day to reflect and rest and; Transition workshops in June/July for Year 6 pupils moving up to Secondary School. We now offer a digital transitions workshop and worksheets that we can offer schools as well as an 'in person' 3 hour interactive workshop.

For two years SparkFish has been able to offer a dedicated Secondary Schools Worker for one day per week in Reigate School, one and a half days in Merstham Park, one day at St Bede's and one day at Carrington School. All of these schools have shared how vital this work has been in supporting their students and how it has become a crucial part of their pastoral provision. We would love to continue to offer this support to our local secondary schools in the academic year beginning September 2022 – Summer 2023. We believe that with this additional funding we will be able to continue to offer a really comprehensive package of support for the local Secondary Schools. Our support in schools would complement the targeted support already offered by organisations such as Learning Space, CYP Haven and YMCA East Surrey as well as 'in house' school counsellors and pastoral staff. It would provide a tier system of support for schools with SparkFish able to work with the 'lower tiers' of need whilst also offering support for students with more complex needs, due to long waiting lists.

Through our preventative work, we believe that we could continue to help decrease the number of students needing the 'higher tiers' of support through developing their resilience, emotional well-being and support networks at a much earlier stage, therefore not becoming more complex and their needs more acute. Surrey County Council writes on their website, 'We know that providing early help is more effective in promoting family resilience than reacting later. Effective Early Help means providing support as soon as a problem emerges, at any point in a child's life, from the foundation years through to the teenage years.' SparkFish are unique in that we see a child right through from early years through to sixth form college, so we can support them all the way on their journey to adulthood.

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### What change are you wanting to make and how will these be measured?

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We firmly believe our bespoke, individualised support for each young person or group of young people we work with: Improves self-esteem; Increases resilience levels and creates healthier young people at secondary school age and beyond; Creates a greater awareness of positive emotional well-being and self-care; Creates a greater knowledge of positive support available, both through their own family and friends, teachers, and outside agencies; Increases engagement in constructive activity; Improves confidence, attendance and engagement with the educational process and social activities; Provides a positive experience of 'seeking help', resulting in positive engagement with outside agencies later on (if needed); Helps create a smooth transition to higher education, work and adulthood later on and; Helps build positive relationships and respect for self and others.

Furthermore, our work in schools supports the wider school community as it frees school staff up to focus on academic attainment, attendance, and the needs of more of their students. It also helps families as they have healthier, happier young people learning how to build lasting healthy relationships with those around them. Lastly, it provides support to the wider community through helping young people to stay in school, avoid anti social behaviour and criminal activity, learn about healthy, safe relationships and much more. It is our regular practice to seek feedback from students and schools, and to evaluate the impact of our work in collaboration with the teaching and pastoral staff in the schools where we work.

In order to measure the positive changes made:

Our mentoring: With each student we see for mentoring we will first complete a SDQ Core 10 strengths and difficulties questionnaire to assess the young people when we first meet them. This will find out where they currently are in terms of need and support. We will then measure this at the end to ensure distance travelled and whether positive changes have been made.

We will ask each student to complete an anonymous mentoring feedback form at the end of their sessions with us (or after an appropriate period of time if the mentoring is continuing for longer). Each week in the mentoring session the young person will also have an opportunity to explore verbally or creatively (with picture cards, playing cards etc) how they are feeling at the beginning of their session and then feedback how they feel at the end and anything they have learnt during the session. Each young person will also be invited to complete a 'My Star' assessment form with action plan to determine what areas they would like to discuss and work on with their mentor. This ensures the mentoring is young person led.

Lunchtime Activities: We will regularly ask students to give us verbal and written feedback and suggestions at our lunchtime activities and young people will be encouraged to plan future sessions, including the issues they would like to explore

Small Groups: We will ask students who complete a small group course to fill in an anonymous feedback form at the end. Students will also be invited to fill in a SDQ Core 10 strengths and difficulties questionnaire at the beginning and assess this at the end to see any positive changes. Similarly to the mentoring sessions young people will be invited to verbally or creatively share how they are feeling at the beginning of each group work session and how they feel at the end of the session, including any thing they have learnt. Young people will also have opportunities to give suggestions on topics they would like to cover and on how we can make the group work sessions better for the future. Furthermore, many of our sessions include an action plan that the young person can complete at the beginning to see how they would like to develop over the course. They are then invited to assess this at the end and see how far they have come.

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### Case study

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We have been supporting a number of young women, over two terms, in one local school and the change in them has been remarkable.

One of the young women confided in me in our first session that she was self-harming and struggling with suicidal thoughts. During our session we made a trip to the first aider in school as she had cut so deeply that she was worried it was infected. Over the course of our sessions we discussed with her self-harming and made a plan of support for her which helped her to develop new ways of coping with her emotions, we put in support from external agencies, worked with her to discuss her needs with both the school, her family and her friends and created a 'sensory self-care toolkit' that she could take home to give her more healthy outlets for her intense emotions. In our last session together she shared that she hadn't self-harmed for 28 days which was the longest she had gone without. She had also felt brave enough to come out as non-binary to her friends and family and had changed her pronouns and name. She had more confidence in her identity, recognised healthier ways to express her emotions and had built up a support network.

Another young woman we worked with recently was in a series of relationships that were causing her distress. On one occasion she came into our session upset as her boyfriend had been shouting at her at breaktime and calling her horrible names. This was damaging her self-esteem and she wasn't sure if she should remain with this boyfriend or not. In our sessions we explored what she was looking for in a relationship and what she considered to be 'healthy' and 'unhealthy'. After unpacking this she decided that she wanted to be treated with more respect, feel safe in a relationship and have fun and that this relationship didn't meet the criteria. Since then she has gone on to do this exercise with each of the relationships she engaged in.

In some of our most recent feedback forms students wrote:

*"I learnt that I can pace myself and calm myself down much easier than I thought I could which in the past I have found really difficult."*

The sessions were, *"really good and they helped me take my mind off the bad things I was thinking about"*.

*"I've learnt how people cope with things and what they do to help them."*

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### Equity, Diversity and Inclusion – how do you work with vulnerable and marginalised people?

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Our school youth work provision will be offered to all children and young people in school without cost. We believe that this will allow children who don't always have the means to access mental health services and emotional well-being support, to access support that comes to them in school, is fun and easy to engage with and is both preventative and reactive. Our provision (whether that be one to one mentoring, group work, a lunchtime club or a THINK! space) aims to give young people a safe place to talk and increases the resilience of young people, allowing them to 'bounce back' from life events. The school's pastoral teams will have the opportunity to identify the students most in need of our support and refer them to us.

We will also be able to offer 'self-referrals' to students who haven't yet identified themselves to the school as in need of support. The school will then be notified about which students have self-referred and we will refer onto higher tiers of support if needed.

SparkFish will always work within the limits of our own competence, and we are aware of additional school support systems and local and national support agencies. We will make onward referrals if needed and appropriate.

We are always keen to ensure that issues of inequality and discrimination are addressed. In our staff and volunteers handbooks we have an equality and diversity statement that ensures we fairly recruit. We also have a statement in our safeguarding policy ensuring we work with, protect and respect all children and young people. Our delivery is always open, inclusive, non-judgemental, and welcoming.

We will also be resuming the work of our Youth Committee this year to ensure young people have a say in how SparkFish operates and runs. All of our projects are young person led and designed, young people are always encouraged to feedback, offer suggestions, asked what matters to them most and listened to.

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**Amount raised so far:** £12,000.00

**Other funding sought:** We have been running staff fundraising events, including a concert that raised £600. Several of the schools we work with have offered small donations as a thank you for the work delivered. We have applied to the Gatwick Airport Trust for capital funding.



# HORLEY TOWN COUNCIL

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Anne Bott  
Chief Executive  
Surrey ALC Ltd  
**By Email:** [anne.bott@surreyalc.co.uk](mailto:anne.bott@surreyalc.co.uk)

28 June 2022

Dear Anne

## Surrey County Deals

At our recent Full Council meeting, the Members of Horley Town Council discussed the initial proposals surrounding the potential for a Surrey County Deal Plan as an alternative to a Unitary Authority to feedback to Surrey ALC, as outlined in your briefing paper from the Clerks Forum in May.

Firstly, the Members were pleased to note that Surrey County Council (SCC) had set-up a Delivery Board with Surrey ALC and had welcomed input from Town and Parish Councils so as to be able to get involved in any proposals for a County Deal in Surrey. They see this more as an exploratory exercise but are pleased to be able to make an expression of interest at this early stage and to outline their initial views.

Secondly, we understand that the primary aim is to achieve appropriate local services in all areas and we recognise this to be of fundamental importance. In terms of what might be possible for Horley residents, the suggestions put forward on what could potentially be delivered with appropriate funding are:

- **Highways Maintenance/Repairs (eg. pot holes, damaged pavements):** To implement urgent remedial repairs and to develop a programme of works, as was the case previously before SCC became the responsible authority.
- **Signage Maintenance/Cleaning:** As above and to eliminate sight lines becoming obscured due to overgrown vegetation and to make the town more attractive and inviting in a general sense.
- **Road Sweeping/Clearance:** To ensure the function is carried out effectively with advanced warning to make sure all areas are made accessible for the required works to be done.

We hope the above information is both helpful and productive as we feel that with more funding and resources at our disposal, would enable the Town Council to react more swiftly to residents' concerns, rather than having to lobby the principal authorities to take appropriate action as and when required.

In conclusion, Horley Town Council would wish to indicate a desire to become a player in the 'Community Deal' around areas of services that could perhaps be devolved in this way, subject to the required funding being made available along with increased resources to achieve the many overarching objectives.

We look forward to hearing further updates as these early discussions move forward.

Yours sincerely

Joan Walsh, Town Clerk  
**Horley Town Council**