

**CONGLETON TOWN COUNCIL**  
**COMMITTEE REPORTS AND UPDATES**

<b>COMMITTEE:</b>	<b>Council</b>		
<b>MEETING DATE AND TIME</b>	<b>22<sup>nd</sup> January 2027</b> <b>7 pm</b>	<b>LOCATION</b>	<b>Town Hall</b>
<b>FROM</b>	<b>Cathy Dean, Communities Manager</b>		
<b>AGENDA ITEM REPORT TITLE</b>	<b>12</b> <b>Youth Council Constitution</b>		
<b>BACKGROUND</b>	<p>Congleton Town Council used to have a Youth Council, but this stopped functioning about 5 years ago. It had an ongoing problem of the young people involved leaving Congleton and difficulty with succession planning.</p> <p>Young people in the town have shown an interest in the workings of the Council and have participated in Town Hall Tours, where their enthusiasm to learn more and participate in our democracy has been evident.</p> <p><b>CO/05/2526</b> - Resolved to support the continued work to set up a Youth Council, including Officer time to organise a workshop, and the use of the Town Hall.</p>		
<b>UPDATE</b>	<p>The Youth Council is officially launching on 22<sup>nd</sup> January 2026.</p> <p>After a successful workshop and Christmas social held in the latter part of 2025.</p> <p>Appendix 1 is a draft constitution for the Youth Council, which is simple and easy to understand. This was reviewed and approved at the Community Committee.</p> <p><b>CO29/2526</b> - To recommend that the Youth Council constitution be approved at Council and added to the Congleton Town Council Constitution, replacing the previous version.</p>		
<b>Financial Implications</b>	Use of the Brassiere to hold meetings. A budget will be approved at the Council budget setting to support the Youth Council.		
<b>Environmental Implications</b>	Engaging young people could help support our initiatives to combat climate change.		
<b>Equality and Diversity Impact</b>	It will help the Council to be fully representative of our community if we listen to the voices of young people. The team commits to reaching out to as diverse a range of young people as possible, so that it is not just privileged youngsters who have a voice in the Youth Council.		
<b>DECISION REQUESTED</b>	To recommend that the Youth Council constitution be added to the Congleton Town Council Constitution, replacing the previous version.		

## **Congleton Town Council**

### **Youth Council Constitution**

#### **Who we are:**

The Congleton Youth Council ('Youth Council') is a group of 15–20 young people who represent the views of young people in Congleton and run youth-led projects that benefit the town.

#### **Purpose**

- To work in conjunction with the Town Council, to give the young people of Congleton a voice and opportunity to deliver community-based projects.
- To develop teamwork and leadership skills.

#### **Membership**

- Aged 10–18 when elected.
- Must live in, go to school in, or belong to an organisation in Congleton.
- Members are elected each year.
- Young people aged 18–24 who have served on the Youth Committee may be elected as Alumni Members. (no voting rights).

#### **Leadership Roles**

To be voted on annually:

- Chair
- Vice Chair
- Social Media Manager Lead
- Fundraising Manager and Activity Lead

#### **Meetings**

- At least one meeting per month or at a schedule agreed by the Youth Council.
- Extra meetings may happen for projects.
- Youth Councillors must attend at least 4 meetings per year.
- A Youth Councillor may be removed if they miss three consecutive meetings without good reason.

- The Youth Council can invite one or more councillors to attend meetings as appropriate.

### **Projects**

- Every year, we create a Project Plan based on what matters to young people.

### **Voting & Decisions**

- One vote per Youth Councillor. The quorum for decision-making is five (5) Youth Councillors.
- Decisions require a simple majority.
- The Chair or Vice Chair has the deciding vote if it's a tie.
- The Youth Council may co-opt other young people to advise on specific issues. (no voting rights).
- The Youth Council Chair or Vice is invited to provide a report and/ or ask for support at Council committee meetings.

### **Equality & Behaviour**

- Everyone is treated equally.
- No discrimination.
- Be respectful and let others speak.

### **Adults & Support**

- Town Councillors and CTC officers support us but do not vote. Admin support is provided by a CTC officer.
- They can only step in if something breaks the law or council rules.
- The Youth Council can meet in a room of the Town Hall

### **Other Rules**

- We are non-party political – no party politics.
- Changes to this constitution need a vote and Town Council approval.
- If the committee closes, all work and resources return to the Town Council.