



Environment & Community Venue Report

Period Covering: E&C Committee 23.01.24 to 05.03.2024
(report produced on 20.02.24)



Armadillo Youth Café & Venue (AYC)

1. Successes

- a. On Thursday 25th January 2024, Age UK attended the AM senior cinema to provide information on a new initiative, The Welcome Home Project, aimed at supporting people to stay well in their homes when discharged from hospital. The initiative intends to recruit volunteers to assist outpatients with tasks such as collecting prescriptions and signposting to services. Customers had many questions and requests regarding Age UK services therefore, Age UK will return to the Armadillo once a month to provide advice and information until June 2024.

2. Challenges (operations only)

- a. Staffing
 - i. Long term and high frequencies of sporadic absences have required additional staffing cover;
 - ii. The Community Projects Apprentice role remains vacant (recruitment commenced Sept 2023). It was not possible for interviews to take place in January 2024 due to lack of applications. In February 2024, SGS College sent x2 applications for consideration. The VOO will offer work experience opportunities to application candidates.
Until the new apprentice is recruited and inducted, the Community Projects team remains under resourced.

3. Opportunities/ Future Plans (all services)

- a. The Facebook events page is used to promote Saturday Relaxed Community Cinema and Monday Relaxed Cinema Sessions; the page has experienced an increase in followers since December 2023; many new people are joining for film showing information. We now have 1,876 people following this group.
- b. The Relaxed Cinema:
 - i. Services were promoted by South Glos Parents and Carers;
 - ii. Officers have contacted local groups working with target audiences, to promote relaxed sessions;
 - iii. Despite a slow start to attendance in December 2023, interest in Relaxed Cinema is building week-on-week.
- c. Officers will review garden activity equipment and seek feedback from young people on what they would like to use/do in outdoor spaces, so we can invest in activity equipment for spring/summer.

4. General Updates (Estates Works etc)

- a. Solar security lights were installed outside the cinema/staff entrance, to illuminate the pathway and assist with safety of young people walking to their lifts in the nearby coach/car parks on dark evenings;
- b. SGC was contacted and asked to fix broken street lighting in the coach park; lighting is required to make the foot/cycle path safe;
- c. Following issues with the pump pressure on the new boiler system, the contractor has reprogrammed the system and resolved the heating temperature issues, meaning the large room on the ground floor temperature is suitable for health and wellbeing, and is at a consistent temperature.

5. Finance

- a. MAF funding from SGC Cllr Ben Nutland for “Positive Activity Equipment for Young People” to the value of £374 has provided new games/equipment for the PlayStations. Young people have enjoyed being able to play in groups of four. Thank you Ben!
- b. A café stock price review is due at the end of March 2024, for the new financial year. Officer annually adjusts stock prices to reflect increases/decreases in wholesale costs, while keeping prices affordable/accessible for customers.

6. Climate and Planet Updates

- a. Morrisons supermarket donated four crates of waste bread to youth, senior and Warm Welcome sessions;
- b. Alternative food items are being sourced with the aim to increase purchase of products using sustainable or no packaging e.g. porridge pots and plastic wrapped-free fruit;
- c. Balloons were received at the Armadillo from SGC with a request to display the balloons in the venues to promote the SGC Warm Spaces initiative; the balloons were returned to SGC following YTC’s commitment to eradicate single use plastic.

7. Youth Café Sessions for Young People 11-25 Years (16-25 SEND only)

a. Youth Successes:

- i. Chinese New Year – within our youth sessions during the week leading up to Chinese New Year (5th February-9th February 2024), we made traditional crafts such as paper dragons. Colouring pages were available and throughout sessions we used paper plates to create a Chinese wall dragon. Free egg fried rice was served to the young people.



- ii. On Friday 9th February 2024, we launched a new relaxed youth session, aimed at young people who prefer to socialise in a calm/quiet environment. These sessions are open access, available to year 6 through year 11.



- iii. Due to low attendance on year 8 only evenings, the Year 8 session was moved from Fridays to Wednesdays from 7:00pm-8:30pm to merge with our current Year 7 sessions, to maximise opportunities on other night for other user groups;
- iv. On 12th February 2024 the Armadillo Youth Cafe teamed up with Off The Record and Diversity Trust to host a “Love yourself” event, 11am to 2pm, to promote self-confidence and positive relationships. Young People took home a free goodie bag which included mindfulness activities such as colouring, worry trees, journaling and sweet goods. Activities at the event included bath bomb making, cookie decorating, card making and badge making. Visitors also enjoyed free fruit and smoothies, and the café menu offered pizza slices, sausage rolls and sweet snacks such as chocolate fudge cake, cookies and waffles.



- v. Throughout our general sessions during this period, we have offered a variety of activities for young people - such as valentine's crafts and games, pancake making and dream-catcher crafting. Recycled materials from previous crafts have been used in these activities.

During sessions where wet weather meant that outside activities were not possible, we have shown films in the cinema.



Valentines Crafts and Games



Dream Catcher Crafts- Using left over materials from old crafts.

- vi. The theme for book club in January was "Adventure", with a focus on Treasure Island. Young people enjoyed word searches, quizzes and picked books from our selection on adventure books.



BOOK CLUB- ADVENTURE THEME

8. Youth Challenges

- a. Thursday is the youth café's busiest day of the week, with high attendance from year 6 and year 7;
- b. In January/ February 2024, we experienced a high number of staff absence; cover was/is provided by staff overtime and casual roles;
- c. Friday evenings are the quietest session of the week, due to many other family activities taking pace in the community on this day. Following customer feedback, we launched relaxed youth session, open access for all ages. At the time of writing, this session has only been running x3 weeks. However, we have seen an increase in Friday attendance numbers;
- d. February half-term had low attendance across all sessions; this is common during school holidays.

9. Youth Opportunities/Future Plans

- a. With many concerning cases of young people and knife crime in Bristol in January/February 2024, staff have taken the following action to support young people and the community:
 - i. Undertaken training using information provided by the police that offers support and basic knowledge for people working with young people;
 - ii. A bleed kit was ordered for the Armadillo, to ensure the first aid equipment is resourced to respond to any incidents of "catastrophic bleed";
 - iii. Venue leaders (youth/operations and the Community Projects Manager) will undertake bleed kit training in February/early March, as a specific refresher on "catastrophic bleed" first aid, and to ensure the new kits can be utilized.
- b. During Easter school holidays we are planning daytime cooking workshops for year 6's and SEND groups, to encourage healthy eating and introduce young people to new foods and cooking skills;
- c. The Police will visit Armadillo Year 7 sessions in March, to build positive relationships between young people and the police, and to provide young people with support/advice/guidance about knife crime and other community issues.

10. Youth Climate and Planet Updates

- a. Resources used for the "Love yourself" event used left over materials from the Christmas Advent event, such as card, tissue paper, plates, cork and pens.

11. Youth Attendance Table/Graphs

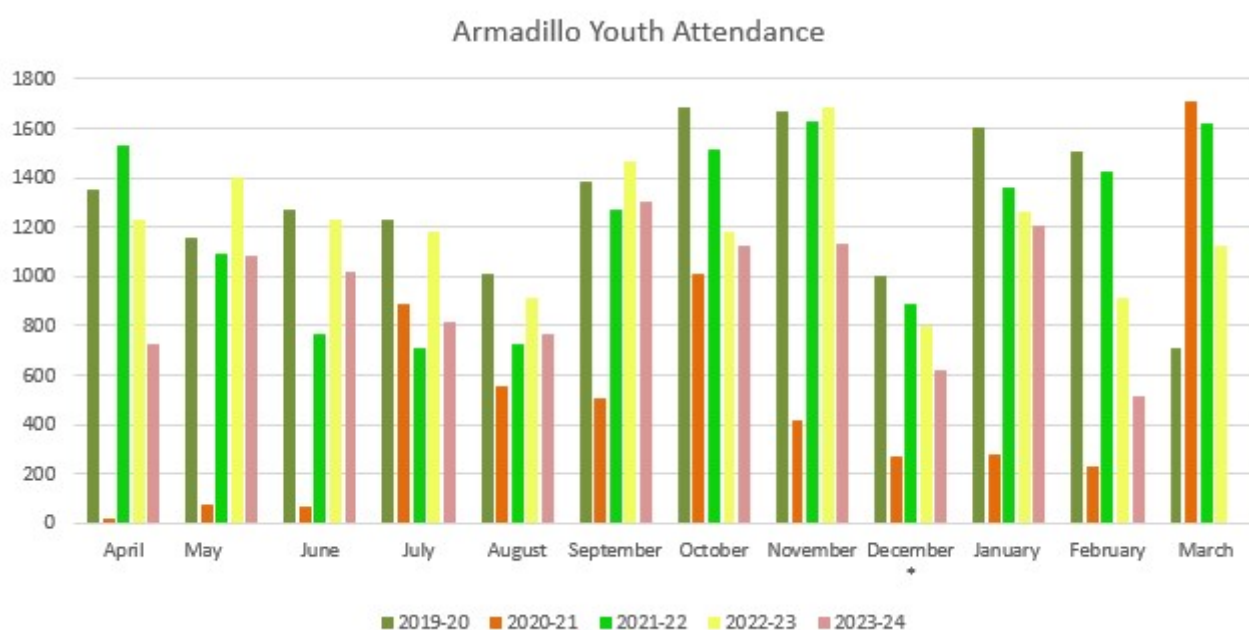
NB:*

- *Data read taken on 16.02.23.*
- *Red highlights: high attendance for month in comparison to previous years;*
- *Stars: service closed due to COVID19.*

a. Youth Attendance Table – Attendance Comparison 2019 to Date

2019-20		2020-21		2021-22		2022-23		2023-24	
April	1351	April*	22	April	1528	April	1232	April	722
May	1153	May*	77	May	1091	May	1397	May	1082
June	1271	June*	67	June	763	June	1234	June	1020
July	1232	July**	886	July	712	July	1183	July	816
August	1014	August**	557	August	726	August	912	August	769
September	1386	September	509	September	1267	September	1466	September	1305
October	1684	October	1008	October	1518	October	1180	October	1123
November	1666	November	415	November	1630	November	1682	November	1136
December*	1006	December	270	December	890	December	801	December	621
January	1602	January	280	January	1364	January	1262	January	1209
February	1503	February	230	February	1426	February	913	February	517
March	706	March	1708	March	1622	March	1122	March	
	15574		6029		14537		14384		10320

b. Youth Attendance Graph – Attendance Comparison 2019 to Date



The Pop Inn Café (PIC)

1. Successes

- a. New cake offerings including lemon, cherry and sultana have been a success at 80p per slice;
- b. Two new volunteer applications were received on 25th January 2024; volunteer marketing is ongoing;
- c. Tuesday café income has increased in late January/early February 2024. Volunteers have reported more customers coming from Thornbury;

- d. A '3 for 2' deal on stock sources from a local supermarket has provided cost savings in January/February.

2. Challenges

- a. On Friday 2nd February, we closed the café due to lack of volunteer availability;
- b. Poor weather days have resulted in lower attendance to the café, especially when it's raining.

3. Opportunities

- a. Further Pay-What-You-Can Lunches in 2024 are planned (funding applications made below);
- b. Age UK were invited to the Pop Inn Café to talk to customers about their service offer;
- c. Café food and beverage prices will be reviewed in March 2024;
- d. A volunteer awareness session (annual training of volunteers) will take place on 28.2.24.

4. Governance/Committee Updates

- a. The next Management Committee meeting will take place on 14th March 2024 at 2:45pm.

5. Climate & Planet

- a. Balloons were received at the Pop Inn Cafe from SGC with a request to display the balloons in the venues to promote the SGC Warm Spaces initiative; the balloons were returned to SGC following our commitment to eradicate single use plastic.

6. Items for Consideration by the Environment and Community Committee



- a. New logo for the PIC (at top of report); the logo has been in used since April 2021 due to a need for a new modern logo that translates well into a range of marketing materials/mediums. It is **RECOMMENDED** the new logo is formally adopted, to be used in all branding/marketing.



Yate Heritage Centre David


1. Successes

- a. A volunteer awareness session (annual training of volunteers) took place on 19.2.24.
- b. **Get orf my land (exhibition):** the first main exhibition of 2024 has had good attendances, with visitors specifically coming to see the display. Visitors have stayed for long periods, also accessing other parts of the collection.


Exhibition 

Get off my Land




A History of Local Farming



Yate & District Heritage Centre
 13th January to February 22nd

Discover the history of farming around Yate,
 climate change & the lives of the people
 who have worked the land since 1800

Details from 01454 862200 www.yateheritage.co.uk

 @yateheritagecentre
  @yateheritageYH
  yateheritage



St Mary's School also brought 3 classes of children to see the exhibition and discover different aspects of dairy farming.

- c. **Half-term school holiday family workshops:** continue to get good attendances operating the new online system developed by the Education Assistant. The theme for the holiday workshops in February was Willow Lanterns.



- d. **“Resilience” (exhibition and lecture):** a new Ukrainian art and culture exhibition taking place 27th February to 16th March. YHC has forged good working relations with provider Vera Stodon and YTC staff member, Alona Dubinko. A Saturday talk on Ukraine culture has been organised for 16th March at 2pm.
- e. **Education service:** has received increasing interest in school visits to YHC. Tyndale and St Mary's primary schools visited YHC in January. Local teachers have also come to YHC to explore the history collections.
- f. **Volunteer Recruitment:** has received some interest following our second volunteer recruitment session held on 8th February 2024. Three new volunteers have signed up in 2024 (two recruited from the volunteer session) and there have been other requests for forms.
- g. A new Wifi system and unit has been installed. As well as improving our IT systems, this will enable us to operate the MODES database.
- h. **Relaxed Museum:**
- Launched on 25th January 2024. There were four attendees at the session which offered activities including handling artefacts and tours of the building and collections and free refreshments;

- Future events will be themed (one per month, last Thursday of month). We hope a program of planned activities will attract more visitors. Advertising for February has been released (see below);
- YHC has liaised with NHS contacts to encourage new attendees. Future Relaxed Museum sessions will feature specific themes including toys and games (29th February) and shopping/old money (28th March);
- Marketing has been updated to include a description of the service, to better explain the term “relaxed”.

RELAXED MUSEUM

FREE HERITAGE, ARTS & CULTURE ACTIVITIES, TOURS & EXHIBITIONS, SUITABLE FOR VISITORS WITH ADDITIONAL NEEDS - SUCH AS DEMENTIA, AUTISM, OR OTHER NEURODIVERGENT PEOPLE, THEIR PERSONAL ASSISTANTS, FRIENDS & FAMILY. VISIT YATE HERITAGE CENTRE 1PM-4PM, LAST THURSDAY OF THE MONTH - NO BOOKING NEEDED!

JOIN US ON 29TH FEB 2024
FOR A "TOYS & GAMES" HISTORY & HANDLING SESSION

FREE

WE'RE LOOKING FOR VOLUNTEERS!

FULL TRAINING PROVIDED, NO PRIOR EXPERIENCE REQUIRED & VERBAL APPLICATIONS ARE WELCOMED! TO GET INVOLVED, DONATE OR VOLUNTEER - CALL OUR TEAM ON 01454 862200, EMAIL US AT INFO@YATETOWNCOUNCIL.GOV.UK, OR VISIT OUR WEBSITE YATETOWNCOUNCIL.GOV.UK

Brought to you by

Yate Heritage Centre
 Church Lane, Yate, BS37 5BG
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www.yatetowncouncil.gov.uk

ACCREDITED MUSEUM

2. Challenges

- a. Volunteer recruitment is ongoing for general activities and Relaxed Museum;
- b. Increased volunteer capacity is required to support the First Aid Post event.

3. Opportunities/ Future Plans

- a. **The First Aid Post World War II Event:** Will take place on 7th and 8th June 2024, the same week as D-Day 80th Anniversary. This is the first major heritage site collaboration for YHC, away from YHC. This is a rare wartime feature and a key part of our local heritage. The event will invite education settings, community groups and general public for tours of the bunker and a unique exhibition of Yate pre, during, and post WWII. It is hoped local groups will attend to provide first aid demonstrations and other wartime memorabilia/artefacts;
- b. **MODES:** digital archiving software – YHC has now had the necessary Wifi upgrade required to progress installation of MODES;
- c. **Future exhibitions:** YHC will be collaborating with the Armadillo to help produce a “Yate in 25 Objects” comprising historic material chosen by participants combined with modern comparative artefacts for the display. YHC also aims to work with St

Nicholas Youth Centre on the same project. Participating organisations will be asked to recruit students to select artefacts from the YHC to reflect the history of the Yate area. YHC will give assistance to help in this process. YHC is also interested in comparative artefacts from today and participants will also be asked to select items of significance from today.

4. General Updates (Estates Works etc)

- a. The Air Source Heat Pump has been reconfigured to ensure a temperature of around 19 degrees; a service look place in February 2024.

5. Finance (donations/ fundraising opportunities/ funding applications made / hire opportunities etc)

- a. Funding applications were submitted by YHC Trust, with the applications written by YTC officers (using YTC officer time) to:
 - The Society of Merchant Venturers for funding for the South Yate Exhibition Project - £638 (pending outcome);
 - Wickwar Parish Council - £275 for holiday workshop resources in 2024 – application approved;
 - Dodington Parish Council - £150 towards oral history recorders – application approved.
- b. YTC has applied to Renishaw Community Fund for £1,050 towards activity and operations costs for the Early History event planned in for July 2024.
- c. YHC has received enquiries regarding the cost of loans boxes from parishes outside the areas agreed for free access to YHC resources. These costs will be explored with member representatives on a case-by-case basis as per previous resolution of the Environment and Community Committee in January 2024.

6. Climate and Planet Updates

- a. Visitors have expressed an interest in the climate change and farming future display panels at YHC.

7. Governance/Committee Updates

- a. A YHC Management Committee took place on 22nd of January 2024. The next meeting is on Monday 22nd April 2024;
- b. The next South Gloucestershire Museums Group meeting is on Thursday 7th March 2024.

8. Items for consideration by Environment and Community Committee

- a. YHC Logo: YHC requires a new modern logo that translates well into various marketing mediums as the previous logo is very challenging to use in marketing materials.

The new logo is an outline of the building. It signifies the building, keeping on theme with the last logo as we want people to recognise the building to improve location recognition. The new logo was designed by Officers at no cost to YTC; it was reported to the Environment and Community Committee in 2022 that new branding/marketing was being designed; and it was reported to the Environment and Community Committee on 08.11.22 that the new logo was in place in marketing. The new logo has been used in marketing and Environment and Community venue reports since that time.

The new logo has been in place since before the vision was initially discussed. It

was a business need at the time to improve marketing materials in an attempt to attract new audiences. If it would be valuable to redesign it as part of the vision, that will be considered but currently, it's working well in marketing.

Old logo:



New logo:



It is **RECOMMENDED** that:

- the new logo continue to be used in branding/ marketing;
- if there is a consensus during the “Vision” works, that changes to the new logo are required, the logo design be reviewed.

- b. **YTC Officer time to non-YTC social events:** The Community Heritage Officer has been asked by the Friends of Yate Heritage Centre to spend officer time organising social trips for the Friends. This would be required about 2 or 3 times a year amounting to about four hours total for organisation time. Friends trips are one of the benefits of being a Friend. The Environment and Community Committee to consider this.

9. Visitor Figures

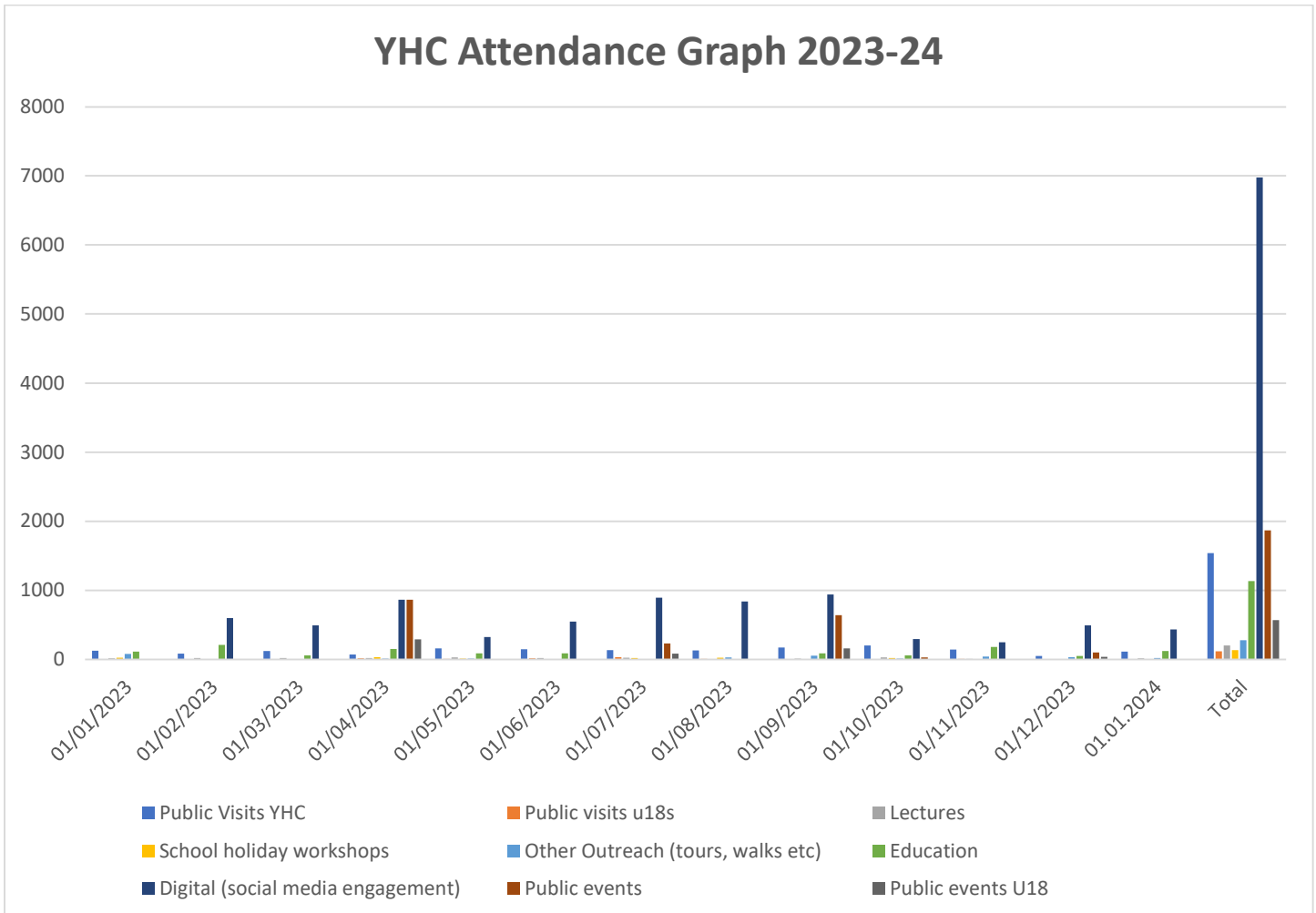
a. YHC Visitor Figures 2024

NB Data read at 19.2.24*

Date	Public Visits YHC	Public visits u18s	Lectures	School holiday workshops	Other Outreach (tours, walks etc)	Education Visits (away from YHC in brackets)	Digital (social media engagement)	Public events	Public events U18	Overall figures (all visitors)
01/01/2023	127	5	18	25	78	115		0	0	483
01/02/2023	82	4	22	0	0	210	599	0	0	917
01/03/2023	121	4	20	0	0	60	492	0	0	697
01/04/2023	71	16	19	32	14	150	866	866	289	2323
01/05/2023	158	10	28	12	14	90	326	0	0	638
01/06/2023	146	15	20	0	0	90	548	0	0	819
01/07/2023	135	33	24	19	0	0	894	232	83	1420
01/08/2023	131	8	0	26	28	0	841	0	0	1034
01/09/2023	172	5	14	0	56	90	942	639	160	2078

01/10/2023	203	6	28	22	12	60	293(just YHC FB)	28	0	652
01/11/2023	144	9	10	0	42	180	249 (just YHC FB)	0	0	634
01/12/2023	49	4	0	0	35	50	493 (just YHC FB)	102	38	771
01.01.2024	112	5	18	0	22	121(90)	434	0	0	712
Total	1539	119	203	136	279	1135	6977	1867	570	

b. YHC Attendance Graph 2023-24



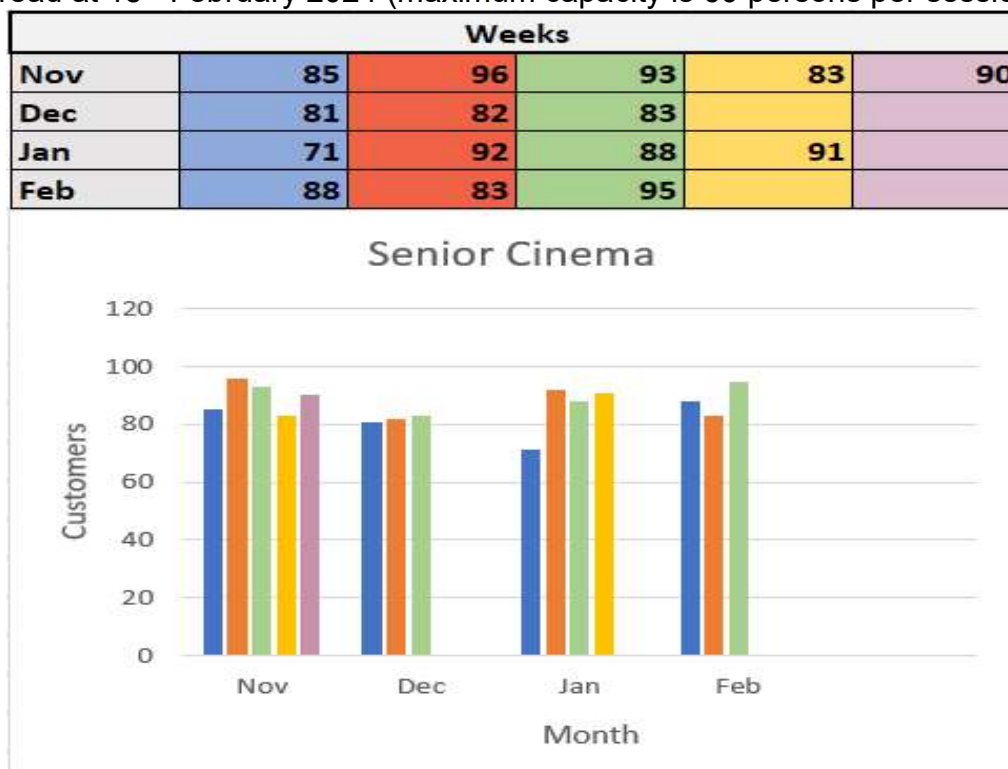
Yate Ageing Better Health and Wellbeing Projects at Venues



1. Armadillo Senior Sessions (Yate Ageing Better Health and Wellbeing): Updates and Attendance

- a. Increase in new attendees to morning and afternoon sessions in the beginning of 2024. Several new customers found out about senior sessions following visits to other events at the Armadillo.

- b. In the absence of an Apprentice in post, other staff (Venue Assistants, Community Projects staff and the Service Support Apprentice) have provided cover to ensure the service remains open and continue to meet its high standard of customer service;
- c. Attendance data combines weekly morning and afternoon session attendance. Data read at 15th February 2024 (maximum capacity is 60 persons per session):



2. Pay What You Can Lunch (PWYC) at the Pop Inn Café

- a. A MAF funding application request has been sent to x3 South Glos Councillors in Yate and Dodington Parish for funding support as follows:

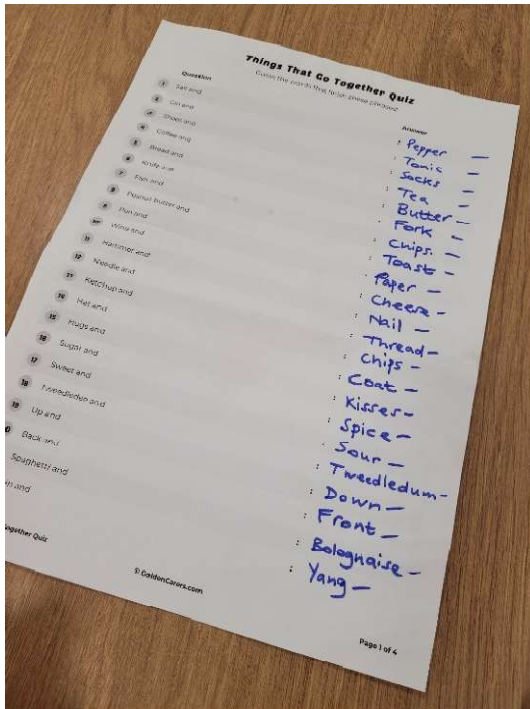
Item	Expenditure £
Food supplies, volunteer expenses (approx. per session, x4 sessions)	170 per session
Total Member Award requested	680

3. Memory Café at the Pop Inn Café

- a. Marketing was released seeking donations of activities/services for activities and promoting volunteering opportunities;
- b. February Memory Café session activities included:
- I. Pancake making, eating and flipping competition - ingredients kindly donated by Morrisons, surplus were used at Armadillo Youth Cafe youth sessions);
 - II. Heart tree crafts (photo below);
 - III. Live music and singing session – donated by a local musician;
 - IV. Therapy dog session – donated by a local business Pets For Therapy;
 - V. Themed quiz (photo below).
- c. In April, Memory Café will celebrate it's 1 Year Anniversary! Officers are planning a celebration event. Ideas include a big Memory Lunch event;
- d. A MAF funding application request has been sent to x3 South Gloucestershire Councillors in Yate and Dodington Parish for funding support as follows:

Item	Expenditure £
refreshment/ activity budget £40 per session – approx. 20	800

memory café sessions, x2 sessions pcm, for 10months e.g. Dementia activities from sites such as <https://relish-life.com/dementia-games>
tea, coffee and fresh fruit which improves cognitive functioning



4. Warm Welcome Initiative

- A variety of traditional toys and games have been purchased for the Warm Welcome at Yate Heritage Centre including Ludo board, Spinning top, Trapeze Toy, Jacobs Ladders and Zoetrope;
- At Armadillo Youth Café, Warm Welcome funding provided free fresh fruit to young people and senior customers, to encourage healthy lifestyle/choices. The fruit bowl is constantly topped up with bananas, oranges, and apples and is very popular!
- The Armadillo Youth "Love Yourself" event was a Warm Welcome activity for the school holidays.