



MILTON PARISH COUNCIL

Clerk to the Council Jim Daniels

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9 January 2008

**To Community Care Committee
For information to all members of the Parish Council**

<p>The next meeting of the Community Care Committee will be held on Thursday 17 January 2008 at 11am in the Bowls Pavilion</p>

AGENDA

- 1 Apologies for absence**
- 2 Declarations of Interest – personal and/or prejudicial**
- 3 To approve the minutes of the meeting of 15 November 2007 (pages 2-3)**
- 4 Mobile Warden Scheme**
 - update
 - to consider additional hours for relief / deputy warden
- 5 AOB**

Jim Daniels

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Clerk

Minutes of the Meeting of the Community Care Committee held on Thursday 15 November 2007 at 11.10am in the Bowls Pavilion

Present: IF May (chair) R Day M Ellwood HM Smith
Tracey Ebbon – Warden Community Care Scheme
Debbie Driver – Manager Barnabas Court
SJ Daniels - Clerk to the Council

487/11-07 **1 Election of chairman** – IFM was elected chairman.

2 Apologies for absence - B Jefferson.

3 Declarations of Interest – personal and/or prejudicial - none.

488/11-07 **4 Minutes** - the minutes of the meeting of 31 October 2006 were approved and signed as a true record.

489/11-07 **5 Mobile Warden Scheme**

Update – a sudden escalation had resulted in 28 clients plus 2 extra waiting to be seen by TE making a total of 30. Noted that the scheme originally catered for 12 clients.

The majority of new clients were referrals by the village doctor.

TE was not able to fulfil all her duties satisfactorily in the time allowed – 20 hours per week. Extra regular hours for the relief warden would be considered.

It was clear that the scheme had grown and that TE was working very hard and that the clients were getting an extremely good service for a token payment of £2 per week.

TE made contact by phone or visit every day Monday to Friday. Some clients needed more help than others.

Committee recognised the excellent service provided by TE and IFM expressed his appreciation on behalf of the committee.

Noted that TE took some of her clients shopping although this was not in the job description.

Mileage and phone expenses were last reviewed in 1999.

AGREED to recommend

that TE be paid for 40 miles per week at 0.40p per mile (increase from 25 miles) and that Council purchase a mobile phone (pay as you go initially and possibly a contract phone later).

AGREED

a) that the clerk write to all clients pointing out that they should seek other transport (eg Red Cross) for visits to hospital, dentist etc outside the village.

The clerk would enclose a leaflet explaining the Red Cross Transport scheme.

IFM declared an interest (as he runs his own taxi).

b) that the clerk also explain that as the scheme was now so successful TE did not have the hours available to take clients to the hairdresser and that this service would be phased out. In addition the clerk would ask clients to pay by cheque if possible on a monthly or quarterly basis. (The clerk would take on paying the money into the Building Society – one less administrative task for TE).

c) that the clerk write to Tesco asking for help eg delivering, funding, delivering prescriptions [as does the Waterbeach Pharmacy], donation of phone or top up vouchers. **Action: the clerk**

The clerk would point out to clients that to enable TE to offer the service to the majority of her clients that certain areas would need to be trimmed back.

The committee would review the scheme again in January and decide whether to offer regular hours also to the relief warden.

Grant application requirement to County Council

In order to qualify for the County Council grant Committee needed to show that the scheme was a separate body from the Parish Council. The clerk had already amended the Equal opportunities Policy – replacing all references to Parish Council with Community Care Scheme and updated the “Constitution”.

The scheme had a separate Building Society account. The clerk would continue to pay salaries from Council’s main Lloyds account as this would be more convenient and would make necessary transfers between accounts at year end.

It was the unanimous view of Committee that the scheme should continue to have the secure and safe backing of a Statutory Body, ie the Parish Council, especially through its insurances such as Employer’s Liability and PAYE.

Committee were keen to work with Cambridgeshire Community Foundation to ensure that the County Council grant continued as the whole scheme could be in real jeopardy should the grant not be forthcoming.

Warden’s Conditions of Service

AGREED to recommend

that in recognition of her excellent work TE should be moved up an incremental point from Spinal Column Point 17 to SCP 18 as from 1st April 2008.

490/11-07 **6 Barnabas Court – update**

The scheme was running very successfully. Approximately 7 people were on Cambridge Housing Society’s waiting list. SCDC also had a waiting list.

The meeting ended at 12.45pm.

Chairman.....

Date.....