

**Minutes of the Community Care Committee meeting held on Thursday 12 January 2017
at 11:30a.m.**

Present: H M Smith (HMS) (Chair), A Bradnam (AB) (Vice-Chair), T Leavens,
T Ebbon (TE) Warden, Community Care Scheme

In attendance: S Corder - Clerk

1. Apologies for absence

D Burch (DB) – personal

2. Declarations of interest and dispensations

None received.

3. Approval of the Minutes of the Community Care meeting held on 21 September 2016

It was recognised that there was a misunderstanding in the previous Minutes which have since been interpreted as “The new charges will come into effect from October and invoiced in January 2017”.

It was Proposed by HMS that the minutes of the meeting be approved and signed as a true record – **ALL AGREED**.

4. Mobile Warden Scheme Update – Report from Tracey

TE tabled her report and gave an update on her clients. It was **AGREED** that this report should be marked up as “Confidential” and dated.

4a. Operation of the new 2-tier scheme

TE asked that a welcome letter be drafted up for her to hand out to her new clients informing them of the different tier schemes and what is offered at each level of the scheme either basic or enhanced. – TE to draft letter.

TE asked that no more than 5 enhanced clients be on her list at one time.

TE’s badge needs updating with the new Clerk’s signature. SC to arrange to take photo and make up the badge. Also to take a photo for advertising the scheme. TE needs new business cards to be printed – she had previously bought her own. **AGREED** to pay for a reprint which TE will arrange.

TE asked if it would be possible to upgrade her mobile phone due to the data allowance at present not providing her with enough usage. TE to liaise with HMS. HMS will raise the question of the phone with our VAT consultants on 30 January.

4b. Funding – Application to SCDC for £2,500 Milton Charities

AB reported that the application to SCDC has been sent and we are awaiting confirmation. Milton Charities will meet in March and have been asked to support the scheme for next year.

There is a new fund of County money administered by Cambridgeshire Community Foundation (Cambridgeshire Communities Innovation Fund), for new schemes with this type of remit. HMS will investigate.

5. Barnabas Court Update

TE reported that there was nothing to report.

6. Any Other Business

TE reported that the wheelchair has been returned to the Parish Office and should be put in for a service before being offered out for loan.

7. Date of Next Meeting – 2pm on Thursday 13 April (Date and time change)

Signed: Dated:

DRAFT