

Minutes of the Community Care Committee meeting held on Wednesday 21 January 2015 at 11:30a.m.

Present: D Chamberlin, Chair
H Smith
T Ebbon, Warden, Community Care Scheme
S E Wilkin, Assistant Clerk

1. Apologies for absence

A Bradnam – personal.

2. Declarations and interest and dispensations

None received.

3. Approval of the Minutes of the Community Care meeting held on 10 September 2014

The minutes of the meeting, subject to minor typographical corrections, were approved and signed as a true record. Proposed DC, Seconded HS.

4. Mobile Warden Scheme Update – Report from Tracey

TE explained that she has two new clients (a couple). They will be charged at “single rate” at present. This will take TE to full capacity with 20/21 clients.

TE explained that her current mobile phone was not working very well and the signal was poor. She would like to obtain a new mobile phone with a new provider. The Clerk to action this.

The Asst Clerk reported that the Risk Assessment for the Community Care Warden was due for review and she said would update this with the changes recently made regarding the use of the triplicate receipt book. This book ensures a receipt is given to the client, TE and the Clerk when payments are made for the services of the Mobile Warden.

The Clerk was to check to see if the invoices are due to be raised for the services of the Community Care Warden and, if so, produce the invoices.

5. Community Navigate Project

Nothing further to report.

TE suggested that it would be helpful if a list could be typed up and laminated which contained names and telephone numbers of individuals (such as the Community Care Warden, doctor etc.) and organisations (such as the Police, Age Concern etc) which could be handed out to existing and new clients of the Community Care Warden . The Asst Clerk to action this.

TE also suggested having business cards printed with contact details which could be placed by the clients’ telephones. TE will action this and put in an invoice for expenses.

6. Barnabas Court Update

TE said she currently has four clients living at Barnabas Court.

7. Response Centre for alarms update/decision on whether to move services

An email had been received from Cambridge City Council regarding the change of provider from Eldercare to Tunstall. The committee were happy to continue with the new provider and asked the Asst Clerk to write and confirm this to Cambridge City Council.

The Asst Clerk to check with Andy Gray whether there are any spare lifelines??

8. Correspondence

8.1 Warm Homes Healthy People Packs (Cambridgeshire County Council)

An email had been received from Cambridgeshire County Council regarding Winter Packs for vulnerable people. The committee asked the Asst Clerk to obtain two dozen packs which could be handed out by TE to her clients, where appropriate.

8.2 Small Grants to the voluntary and Community Sector in South Cambridgeshire

The Asst Clerk explained that she was in the process of completing this as it needed to be submitted by the deadline of 31 January 2015. Any grant money received was used towards the expenses of the Mobile Warden.

The next planned meeting for 6 May 2015 has been moved to 29 April 2015 at 11.30a.m.

The meeting closed at 12.28p.m.

Signed: Date: