

MILTON PARISH COUNCIL

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COMMUNITY CARE COMMITTEE

To all members of Milton Parish Council Community Care Committee

For information to all members of Milton Parish Council

You are summoned to the next meeting of Milton Parish Council Community Care Committee

to be held in the Bowls Pavilion on Wednesday 16 January 2019 at 1pm

Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coker*
Date of issue: 9 January 2019

AGENDA

1. **Apologies for absence: to receive and approve apologies for absence:**
2. **To APPROVE the minutes of the Community Care meeting held on 10 October 2018 : (Appendix 1)**
3. **Declarations of interest and dispensations:**
 - a) To receive declarations of interest from councillors on items on the agenda;
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any);
 - c) To grant any requests for dispensation as appropriate.
4. **Community Care Warden list of courses attended (Tabled)**
5. **Mobile Warden Scheme - Report from Mobile Warden (Tabled)**
To CONSIDER using the Information Sharing Consent Form
6. **Client Care Waiting list – Update**
To CONSIDER budget for next financial year
7. **Policies (Tabled)**
To AGREE changes made to Safeguarding Adults Policy
8. **Community Navigator Report (Tabled)**
9. **Barnabas Court Update**
10. **Any other business**
11. **Date of next meetings**
10 April 2019 at 11:30am

Clerks Office

The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.

**Minutes of the Community Care Committee meeting held on Wednesday 10 October 2018
at 10:30am.**

Present: H M Smith (HMS) (Chair), T Ebbon (TE) Warden, Community Care Scheme, A Bradnam (AB), T Leavens (TL), Rob Farrington (RF)

In attendance: S Corder – Clerk

1. Election of Community Care Chairman

AB nominated HMS for Chair – RF Seconded **ALL AGREED**

2. Apologies for absence

None – All in attendance

3. Declarations of interest and dispensations

- a) To receive declarations of interest from councillors on items on the agenda; None received.
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any); None received.
- c) To grant any requests for dispensation as appropriate. None received.

4. Approval of the Minutes of the Community Care meeting held on 11 April 2018.

Approval of the Minutes of the Community Care meeting held 11 July 2018

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

Arising: AB informed the Committee that SCDC are looking into who they award grants to in the future - Clerk to send feedback questioners to SCDC to show principle support of the Community Care Scheme for future grant applications.

5. Community Care Warden list of courses attended

None attended.

6. Mobile Warden Scheme Update – Report from Mobile Warden

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.

To CONSIDER using the Information Sharing Consent Form

ALL AGREED with amendment added: *I understand information about me will be shared with the Community Care Committee and full names will not be used.*

7. Client Care Waiting List

TE update – Currently 3 clients on the waiting list. TE to prioritise client needs of service rather than order on the waiting list.

To CONSIDER making the scheme bigger and **CONSIDER** budget for next year – The Community Care Scheme is helped by grants from MPC, SCDC and Milton Charities as well as the income from clients. TE feels that the scheme does not need to be made bigger and is happy with 20 clients and working her 25 hours per week. Budget to be discussed at January meeting.

TE to confirm holiday dates with Clerk.

8. Policies

To **AGREE** changes made to Safeguarding Adults Policy

Clerk to check previous policy wording added to new policy – Review at January meeting.

9. To AGREE request for purchase of a laptop for the Community Care Warden

Quote from World of Computers £450.00 plus £106 for MS Office 2016 – **To be agreed at October MPC meeting.**

10. Community Navigator Report

Nothing to report.

11. To AGREE extra budget for staff cover due to work constraints

TE to record busy periods and to record any overtime worked.

12. Barnabas Court Update

Nothing to report.

13. Complaint Received

Motion to exclude public and press

It is hereby resolved in accordance with Section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that publicity would be prejudicial to the public interest by reason of the sensitive nature of the business to be transacted at Agenda Item 13. namely: Complaint received

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw.

HMS briefed Committee on the complaint received – Clerk to write to the complaint with the outcome of this discussion and to amended Complaints Procedure – All complaints to be made in writing to the Clerk.

14. Any Other Business

Nothing to report

15. Date of Next Meeting

16 January 2019 at 11:30am.

Meeting closed 12:30pm

Signed: Dated:

