

**Minutes of the Community Care Committee meeting held on Wednesday 16 January 2019
at 1pm.**

Present: H M Smith (HMS) (Chair), T Ebbon (TE) Warden, Community Care Scheme, T Leavens (TL), Rob Farrington (RF), Revered Chamberlain (non-voting)

In attendance: S Corder – Clerk

1. Apologies for absence

AB (personal)

2. 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.

3. Approval of the Minutes of the Community Care meeting held on 10 October 2018.

It was Proposed by HMS that the minutes of the meetings be approved and signed as a true record with a minor amendment to item 13 ‘Clerk to write to the complainant’ – **ALL AGREED.**

Arising: SCDC Community Care grant has been applied for – awaiting outcome.

TE has a new email address: miltoncarewarden@outlook.com. AH to add access to email on mobile phone.

4. Community Care Warden list of courses attended

First Aid.

5. 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.

TE will be handing out the Information Sharing Consent Form to her clients to be signed by client or family member.

6. Client Care Waiting List

TE update – Currently 1 client on the waiting list.

TE has received praise for her pro-activeness in dealing with referrals for her clients.

To **CONSIDER** budget for next financial year – TE is currently working over her 25 hour per week due to the demands from the current clients and needs extra time to carry out her administration work (emails, telephone call, referrals etc.) RF suggested to increase TE’s hours to an extra 5 hours per week for admin work and to contact Priority Placements for extra support when needed. **To be put to Finance for budget approval and MPC in February for approval of extra hours.**

7. Policies

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

Amendment: Change a vulnerable adult to an at risk adult – All AGREED. To go to MPC for approval.

8. Community Navigator Report

Nothing to report.

9. Barnabas Court Update

Nothing to report.

10. Any Other Business

Clerk to arrange work appraisal for TE.

11. Date of Next Meeting

10 April 2019 at 11:30am

Meeting closed 2:20pm

Signed: Dated:

DRAFT