

# 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 Parish Council Office on Wednesday 10 April 2019 at 11:30am**

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

Clerk's signature: *Sarah Coder*  
Date of issue: 3 April 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 16 January 2019: (Appendix 1)**  
**To APPROVE the Confidential minutes of the Community Care meeting held on 10 October 2018.**  
(Tabled)  
**To APPROVE the Confidential Staffing minutes of 26 February 2019. (Tabled)**
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)**
6. **Client Care Waiting list – Update**
7. **Milton Community Care Scheme Information Sheet (Tabled)**  
To **CONFIRM** changes made to the Scheme information sheet.
8. **Community Navigator Report (Tabled)**
9. **Barnabas Court Update**
10. **Mobile and Community Warden Scheme Grants 2019-20**  
Update.
11. **Any other business**
12. **Date of next meetings**  
Wednesday 10 July at 11:30am

The full agenda papers are available on the website [www.miltonvillage.org.uk](http://www.miltonvillage.org.uk) and at the Parish Council office.

**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), Reverend 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](mailto: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: .....