



# MILTON PARISH COUNCIL

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## TO ALL MEMBERS OF THE PARISH COUNCIL COMMUNITY CARE COMMITTEE

You are summoned to attend the next meeting of Milton Parish Council Community Care Committee  
to be held on Wednesday 5 July 2023 at 11:30am  
In the Bowls Pavilion, Coles Road, Milton

Clerk's signature: *Sarah Coker*  
Date of issue: 28 June 2023

## AGENDA

1. **To Elect a Community Care Chairman**
2. **Apologies for absence:** to receive and approve apologies for absence.
3. **To APPROVE the minutes of the Community Care meeting held on Wednesday 12 April 2023 (Appendix 1)**
4. **Declarations of interest and dispensations:**  
To receive declarations of interest from councillors on items on the agenda;  
To receive written requests for dispensations for disclosable pecuniary interests (if any);  
To grant any requests for dispensation as appropriate.
5. **Community Care Warden list of courses attended (Tabled)**
6. **Mobile Warden Scheme – Report from Mobile Warden (Tabled)**
7. **Client Care Waiting List – Update**
8. **Community Navigator Report**
9. **Community Care Scheme Questionnaire**  
To REVIEW client responses to the questionnaire
10. **Community Care Grants**
11. **Barnabas Court Update**
12. **Any other business**
13. **Dates of next meetings**  
Wednesday 4 October 2023 – 11:30am

Clerk's Office

## **Appendix 1**

### **Minutes of the Community Care Committee meeting held on Wednesday 12 April 2023 at 11:30am in the Bowls Pavilion**

Present: H M Smith (HMS) (Chair), D Wildman (DW), T Ebbon (TE) Warden - Community Care Scheme, A Bradnam (AB), J Metcalfe (Non-voting Church representative)

In attendance: S Corder (Clerk)

#### **1. Apologies for absence**

J Coston (personal)

#### **2. To APPROVE the minutes of the Community Care meeting held on Wednesday 5 October 2022 and Wednesday 11 January 2023**

HMS Proposed to accept the minutes of Wednesday 5 October 2022 as a true record – DW Seconded **AGREED (AB abstain)**

HMS Proposed to accept the minutes of Wednesday 11 January 2023 – AB Seconded **AGREED (DW abstain)**

#### **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. Community Care Warden list of courses**

First Aid Refresher and Cyber Security

#### **5. Mobile Warden Scheme Update – Report from Mobile Warden**

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

#### **6. Client Waiting List**

Currently no-one on the waiting list

#### **7. Community Navigator Report**

Supporting residents in Milton – proving information and support when required

#### **8. Barnabas Court Update**

TE: The door access keypad has been put of action for a few days – repairs have been arranged

Update from 11 January 2023 Item 2 actions: AB was asked to check the number of lets and priority of lets to people with a Milton connection, as specified under the Agreement with SCDC and the Cambridge Housing Society.

Responses below from CHS to AB's question

- i) **Now that lettings are coordinated through Home-Link, how are these nominations agreed?** CHS are an 'Option 2' Landlord on Home-Link which means they can advertise and shortlist their own properties, which would be carried out in accordance with the Section 106/Sub-Regional Lettings Policy. Applicants Registered with South Cambs would be able to see/bid on the properties if they match the bedroom eligibility criteria. This is how the 'nominations' are fulfilled.
- ii) **Are the current lettings in compliance with the 75%/25% split embedded in the Agreement?** We don't have knowledge of the total number of CHS voids which become available, we would only be aware of those which are actually advertised through the Choice Based Lettings system (Home-Link). This means that we are unable to monitor the readvertising split of 75% / 25% but assume that CHS do this. Landlords do have the flexibility to utilise up to 25% of their voids

directly for management transfers/decants etc, without the need to advertise them through Home-Link. I assume that they have utilised this flexibility to move tenants of Ellis House to Barnabas Court to resolve an issue with anti-social behaviour. In my experience, Registered Providers normally advertise the majority of their voids through the Choice Based Lettings system, which means the number of Local Authority nominations is generally greater than the required 75%. Only a small number are held back to alleviate emergency situations etc.

- iii) **How many are being let to a tenant with a Milton connection?** I confirm that the Barnabas Court properties advertised on Home-Link by CHS do specify the appropriate village connection requirement and I'm confident that they would be allocated appropriately. Once the bidding cycle is closed and the shortlist is available, CHS would work down the list to identify an applicant with the relevant connection to Milton. If no-one with the relevant connection has placed a bid on the property, they may decide to re-advertise it, or will look to 'cascade' the connection requirement out to surrounding villages.
- iv) **Are applicants with a Milton connection being given the appropriate priority?** As above, I confirm that the village connection requirement is stated in the adverts, so anyone bidding who meets this criteria would be given priority, even if there are applicants above them on the shortlist.

**AB to clarify statistics of allocation with Home-Link**

**9. Any Other Business**

HMS: HMS and the Clerk carried out TE's Staff Appraisal

**10. Date of Next Meeting**

Wednesday 5 July 2023 – 11:30am

**Meeting closed 12:51pm** Signed: ..... Dated: .....