



# 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 10 January 2024 at 11:30am  
In the Bowls Pavilion, Coles Road, Milton

Clerk's signature: *Sarah Coker*  
Date of issue: 4 January 2024

## AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the Community Care meeting held on Wednesday 4 October 2023 (Appendix 1)**
3. **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.
4. **Community Care Warden list of courses attended (Tabled)**
5. **Mobile Warden Scheme – Report from Mobile Warden (Tabled)**
6. **To Review Clients Fees**  
TE: To update on feedback from Clients in relation to a fee increase from April 2024
7. **SCDC Grants to Mobile and Community Warden Schemes 2024-25**
8. **Client Care Waiting List – Update**
9. **Community Navigator Report**
10. **Barnabas Court Update**  
HMS and AB to give an update on the meeting with CHS in relation to the wording of the S106 Agreement and Lease
11. **Any other business**
12. **Dates of next meetings**  
Wednesday 17 April 2024 – 11:30am

Clerk's Office

## **Appendix 1**

### **Minutes of the Community Care Committee meeting held on Wednesday 4 October 2023 at 11:30am in the Bowls Pavilion**

Present: H M Smith (HMS) (Chair), T Ebbon (TE) Warden - Community Care Scheme, J Coston (JEC)  
A Bradnam (AB), D Wildman (DW), L Champion (LC)

In attendance: S Corder (Clerk), J Metcalfe (Non-voting Church representative)

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

None – full Committee in attendance

#### **2. To APPROVE the minutes of the Community Care meeting held on Wednesday 5 July 2023**

HMS Proposed to accept the minutes of Wednesday 5 July 2023 as a true record – JEC 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**

EDI Equality, Diversity and Inclusion – virtual college  
Oliver McGowan Learning Difficulties – virtual college  
MCA and DOLs webinar  
Safeguarding training webinar  
Manual handling webinar  
Medication training webinar  
Medication workbook  
Mar chart training webinar

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

HMS Proposed to go into Confidential Session – ALL AGREED (meeting closed 11:41pm)

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 5. namely: Mobile Warden Scheme update

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

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. **(No Confidential minutes required) (meeting opened 12:15pm)**

**(Item 9 discussed next) (AB left 12:35pm)**

**(LC left 12:38pm)**

#### **6. To REVIEW Actual against Budget Spend**

The Committee reviewed the net costs by year, 2019 to 2023, for incoming (fees and grants) and outgoings and considered an increase in clients fees (last increase January 2017)

The fee for a single person has been £6 for as long as we can remember. AGE UK charge £10 per week for a single client (figure from Rose Regeneration report to SCDC).

Our Enhanced and Basic and Couples categories were introduced in 2017 to raise more revenue from those who take more of the warden's time. In the last 4 years the Parish Council's contribution that makes up the balance was around £6,100, then £6,900, £7,800 and £8,500 as costs have gone up. Fees contribute about £6,500 per year, and an increase is needed. This assumes the grants we receive from Milton Charities and SCDC will stay at a similar level. A fee increase of about 1/3 is reasonable in these circumstances. This would start in April 2024.

Suggested fee increase:

£6 to £8 for single person on basic level

£9 to £12 for couple on basic level

£10 to £12 for single person on enhanced level

£12 to £16 for couple on enhanced level

**TE to speak with current clients about suggested increase in fees – TE to feedback at next Community Care meeting**

**7. Client Waiting List**

1 on the waiting list - TE to visit

**8. Community Navigator Report**

Nothing to report

**9. Barnabas Court Update**

AB to feedback from questions asked to CHS/SCDC Home-Link

**How many properties are let each year? (data from the last 5 year)** Between 1-3

**Are any of the properties leased?** No

**How many people from Milton applied?** Not answered

**How many properties went to Milton applicants?** Between 1-2

**Clerk to arrange a meeting with Andrea Sullivan (CHS Manager), HMS and TE to discuss wording of the S106 agreement and the lease in relation to applicants from Milton applying to Barnabas Court**

**10. Any Other Business**

Nothing to report

**11. Date of Next Meeting**

Wednesday 10 January 2024 – 11:30am

**Meeting closed 12:57pm** Signed: ..... Dated: .....