

**Minutes of the Community Care Committee meeting held on Wednesday 3 July 2024  
at 11:30am in the Bowls Pavilion**

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

In attendance: S Corder (Clerk), A Jeewan (Rector – All Saints Church)

**1. To Elect a Committee Chairman**

AB Proposed HMS for Committee Chairman – LC Seconded **ALL AGREED**

**2. Apologies for absence**

D Wildman (personal)

**3. To APPROVE the minutes of the Community Care meeting held on Wednesday 24 April 2024**

HMS Proposed to accept the minutes of Wednesday 24 April 2024 as a true record – AB Second **ALL AGREED**

**4. 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.

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

Up to date with current training

**6. 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.

**7. Rose Regeneration Monitoring for Funding (SCDC Community Care Grant)**

TE and Clerk to update: TE has submitted the final month’s monitoring form and the Clerk attended the final workshop on 7 May 2024 – final report to follow from the Rose Regeneration with outcomes of data collected

**8. Client Waiting List**

No one currently on the waiting list

**9. To Review Community Care Policies**

Terms of Reference – **Add a new objective: personal information shared the meeting should be kept in confidence**

Milton Community Care Scheme – **no changes required**

Aims of the Scheme – **Add at 1d: signpost the client to voluntary services in the area, e.g. lunch club, community care and the trolley bus. Add to range of services: other services required from time to time agreed by the Community Care Committee**

Disclosure and barring service – **Replace S/he with they**

Community Care Warden risk assessment – **Add: Community Care Warden shopping for clients max £50 cash and arrangements for paying by bacs on receipt of bill**

Safeguarding adults policy – **replace S/he with their**

How to make a complaint, compliment or donation - **Reword number 6: Action to resolve the complaint will be initiated within 21 days of receipt**

**10. Community Navigator Report**

TE assisted a resident with advice of the lifeline suppliers  
(TE left 12:50pm)

**11. Barnabas Court Update**

No update

**12. Any Other Business**

To arrange a date to acknowledge a resident’s 100 birthday and the Community Care Warden’s 25 years of service with tea & cake

**13. Date of Next Meeting**

Wednesday 9 October 2024 – 11:30am

**Meeting closed 1:38pm** Signed: ..... Dated: .....

DRAFT