

## Group Advisory Board

Venue: Arundel House  
Date/Time: Wed 7th September 2016 12:30pm

<b>PRESENT</b>	
<b>Name</b>	<b>Organisation</b>
Manjit Kaur Evans	Southam & District Children's Centre (MKE)
Sarah Cummings	Southam & District Children's Centre (SC)
Diane Aldersley	SWFT Health Visiting Team (DA)
John Brine	St Lawrence CE Primary School (JB)
Emma Longworth	Southam Primary School (EL)
Jackie Grey	Southam Foodbank (JG)
Gemma Proctor	NCT (GP)
Sarah Hudson	Parenting Project (SH)
Margo Grant	Mothers Union (MG)
Maria Justice	Parent (MJ)
Andy Crump	Stratford District Council (AC)
Mike Brooks	Southam Town Council (MB)
Mary Pettit	WCC (MP)

### **APOLOGIES**

Maria Justice  
Martina Fitzgerald

<b>Welcome &amp; Apologies</b>	<b>Action</b>
<p>MKE welcomed everyone to the meeting and apologies read out.</p> <p>MKE has been informed by Martina that she has a new role in Tesco and will be resigning from the post of Chair, but is yet to put it in writing.</p>	
<p><b>Previous Minutes</b></p> <p>MKE - the gate leading to the carpark is owned by Stratford District Council and the license fee to open this must be paid by the landlord. MKE has spoken to the landlord and he is not keen to pay the fee. SH to discuss paying fee at Head Office.</p>	<p>SH - to discuss paying gate fee</p> <p>EI - to speak to</p>

# MINUTES



<p>Amanda from Southam Primary has not been in touch.</p> <p>MKE has put together a training/services flyer for the toddler groups which will be discussed after more news about the tendering.</p> <p>Fitter Futures attended Stay &amp; Play and the Fun Day. MB commented that he was “very impressed with the Fun Day” but we could do with promoting the Centre more. SC to check we are on the Southam Tourism website.</p> <p>The Children’s Centre was unsuccessful with the Tesco garden bid as there were 3,000 application bids.</p>	<p>Amanda MKE - to go to toddler groups to deliver a play session SC to check details on Southam Tourism website</p>
<p><b>Children’s Centre Update</b></p> <p>MKE shared the Performance Management document and MKE read through the key points as emailed to the Board.</p> <p>The Children’s Centre would like to re-introduce Baby Play but staff capacity does not allow for this at the present time.</p> <p>MKE may leaflet drop in Southam West to promote services.</p> <p>MKE has spoken to another Children’s Centre manager about strategies to involve dads, a questionnaire has been created. SH stated that the Parenting Project were looking into online support.</p> <p>There was a lengthy discussion about promoting services and offering training packages to EY settings. This is to be discussed again after the tendering process as anything would need to fit into the Smart Start strategy.</p> <p>SH reported that Elaine has a meeting with the Commissioners this month to discuss the funding and tendering process. More updates should be available at the next meeting.</p> <p>The Children’s Centre will be delivering Stepping Stones Triple P for parents of Little Acorns children in November.</p> <p>The staff are all going to be trained to use ECINS so that all family files can be moved from paper to electronic copies. The Parenting Project hope to be operational in all Centres by Christmas.</p> <p>MKE shared the Little Acorns report. A copy can be emailed on request.</p> <p>The Nurture Nursery is now closed along with the Nurture Nursery at Badger</p>	<p>MKE to leaflet drop</p>

# MINUTES



<p>Valley. SH shared the 2 reasons - sufficiency and funding. The Nursery in Southam didn't break even and wouldn't have done even if it was at full capacity all year round. There were 5 redundancies in total. All the children were placed in other settings within days and have been offered family support. MP commented that all children had made measurable progress whilst at the Nurture Nursery.</p>	
<p><b>Smartstart</b></p> <p>The Smart Start document was shared and this can be emailed on request. More information can be found on the Smart Start website. It is a 0-5 strategy and has been endorsed by the Cabinet about integrating services. Barnardos were awarded some Smart Start money for re-imaging Children's Centres and the Parenting Project is involved in this.</p> <p>MP said that there would be a public consultation about changes to Children's Centres.</p> <p>More information should be available at the next meeting.</p>	
<p><b>Safeguarding</b></p> <p>MASH is now up and running and there is a new LADO number. Please speak to MKE if you need this.</p> <p>MKE is attending safeguarding training about referrals next month.</p>	
<p><b>Parent Feedback</b></p> <p>Evaluations were shared with the Board. All feedback is positive.</p> <p>GP - said you can set up virtual meetings on Facebook to try to get more parent feedback. MKE to speak to GP about this.</p>	<p><b>MKE - speak to GP re virtual meetings</b></p>
<p><b>Information sharing</b></p> <p>JG - the Southam Foodbank has been open for 2 years and has received 137 vouchers and fed approximately 250 adults and 60 children. They have a small amount of funding for fresh food but mostly supply dry and tinned food. They are supposed to only support families for 3 visits and they do refer people to the CAB and Stratford Council for help. They are open on Mondays 11am - 1pm at the Graham Adams Centre.</p> <p>GP - NCT going strong, along with Jolly J's and Bumps and Babies. Peer supporters continue to attend the Baby Weigh in Clinics too.</p>	

# MINUTES



Welcome packs are being produced for all Southam residents with under 5's with lots of local information. MB commented that packs for residents in the new builds would be great. MP - there are 2 dedicated 0-5 workers at the Family Information Service now. MKE - we need to nominate a new Chair at the next meeting.	
<b>Date of next meetings</b>  Wednesday 7th December 12:30 -2:30pm	

## Summary of Actions

Item	Action	To be actioned by
1.	SH to discuss paying gate fee	SH
2.	Speak to Amanda	EL
3.	Deliver play session at toddler groups	MKE
4.	Check the CC is on Southam Tourism	SC
5.	Leaflet drop	MKE
6.	Speak to GP re virtual meetings	MKE
7.		
8.		
9.		
10.		