

## Southam Children's Centre Advisory Board Meeting Southam Children's Centre

*Wednesday 7<sup>th</sup> December 2016*

*12:30 – 2:30pm*

### MINUTES

Item	Minutes	Action
<b>1.</b>	<b>Welcome and Introductions</b>	
	<p>Introductions were made and Manjit informed the Board that Martina Fitzgerald had resigned from the Board and so a new Chair would need to be elected.</p> <p>Manjit thanked Diane Aldersley for allowing Sarah to take the minutes for this meeting.</p>	
<b>2.</b>	<b>Minutes and Matters Arising from Previous Meeting held on</b>	
	<ul style="list-style-type: none"> <li>• The cost of opening the garden gate to the car park is £140 and as the Nurture Nursery is no longer running it was agreed that the gate could remain closed.</li> <li>• Emma L's colleague has still not contact Manjit regarding the project they would like to run.</li> <li>• Manjit did a leaflet drop in Southam West to promote services and there has been a small increase in data for that area.</li> <li>• Gemma P gave Manjit a lesson in using Facebook to create virtual meetings</li> </ul>	<b>EL to chase this</b>
<b>3.</b>	<b>Centre Updates</b>	
	<p><b>3.1</b> Southam Profile was shared with the Board and Manjit ran through the figures for the different categories that are reported on. There was a slight decrease in the data for under 2's attendance and there are areas that Manjit is aware of where attendance needs to be increased, this includes Harbury, Long Itchington, Ufton, Southam East and Southam South and Town Centre.</p> <p>Additional notes for the profile were emailed to all Board members and this was shared at the meeting.</p> <p>The breastfeeding data does not appear to have been updated at the current time. This is possibly because Mary M has been off work.</p> <p>Children Centre staff has visited 4 toddler groups and EY settings this term and Deborah D (Creative Practitioner) will be going into the Toddler Groups to promote the Children's Centre, to get feedback from parents about why they do not attend</p>	

<p>the Children's Centre and to obtain registration forms.</p> <p>Baby Play was brought back in October and is going well and will hopefully improve the attendance figures.</p> <p>Manjit is increasing the use of social media to promote services and information.</p> <p>Messy Play in Bishops Itchington has had low numbers this term and therefore that session has closed. Manjit has been offered the use of the Butterfly Café in Bishops Itchington free of charge to run some courses in 5 week blocks to replace Messy hour and Deborah will be running these in partnership with CC. From 16<sup>th</sup> January 2017 there will be an inspirational Stay &amp; Play session running at the café on a Monday afternoon. In February the REAL programme (ACL) will be running and then in April there will be a sewing course.</p> <p>The Children's Centre still has access to the Stockton Hub and was hoping to run a Stepping Stones Triple P course there, but due to low numbers this was cancelled. So, staff are now recruiting parents for a course in January 17.</p> <p>The Early Years Family Workers are going into Early Years settings to get data on those children with 2 year funding. This appears to be working well.</p> <p>Graham has produced a questionnaire for dads about their role ante-natally and when they have a new born baby. The aim is to look at providing some support for men. The questionnaires have been given out to parents, Midwives and Health Visitors. Gemma mentioned that the NCT run a course for men called Mantenatal.</p> <p>Sarah (Admin) has left the Parenting Project and Jacqui from Lighthorne Heath has been working 2 afternoons per week in Southam to cover admin and the Centre is now closed on a Friday, so that Manjit can work from Badger Valley Children's Centre.</p> <p>E- wheels has supported 3 families this term (8 trips) and the Centre have had 13 referrals for family support work. Mandy R who is employed by WCC as a Family Support Worker currently has 5 families from the 8 Centres. Diane asked whether agencies could contact Mandy directly if their families did not want to engage with the Children's Centre. Mary P confirmed that other agencies must refer families through the Children's Centre and cannot contact Mandy directly.</p> <p>Manjit ran a fine motor skills course for practitioners in the EY settings that was run for free by an Occupational Therapist and this was attended by 18 people in October, 3 of those were toddler group leaders.</p> <p>Entrust Care Partnership are running a coffee morning next week and the Children's Centre will consult with parents there as the Little Acorns group has only had 1 family attending. Maria Justice is hoping to do Makaton training to then provide training at a cost to others, which would then fund Little Acorns in the future.</p> <p>We are continuing to work with Barnardos on 'Re-imagining Children's Centres' (Smart Start funding). There was a meeting in Southam with Dr Coker and the</p>
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	<p>Parenting Project around supporting families from conception to 6 weeks through an information pathway and GP assessment tool. Diane commented that the Health Visitors had not been made aware of this and would like to be included.</p> <p>Malachi, who also won some Smart Start funding, are hoping to run an inspiring futures programme (children’s behaviour and emotional wellbeing) here in Southam in February for 12 weeks.</p> <p>Mandy R will also be running a group Triple P course next term one evening a week.</p> <p>A discussion has had about possibly charging for the use of the premises and the number of different parenting courses all being run next term. Mary commented that Vic J was looking at creating a framework for all of the parenting courses with an aim to reviewing them.</p> <p>Ofsted is still on hold for inspecting Children’s Centres.</p> <p>Mary said that the joint commissioning with Health had been delayed. No decisions had been made about the future at the moment.</p> <p>The Parenting Project model was changing as a number of staff have left and Early Years Family Workers and admin staff are now travelling to other Children’s centres to cover work.</p> <p>The Parenting Project are going to renew the lease on the Southam Children’s Centre next year and Southam’s donations would be shared between all the Centres.</p> <p>Southam will also be getting an Over 5’s worker one day a week next year.</p> <p>Mary commented that the data was generally good for Southam but the impact of the Nursery closing was still to be evaluated.</p>	
3.2	<p>Nomination of Chair:</p> <p>Manjit nominated Margo G, who accepted the role.</p>	
3.3	<p>Safeguarding:</p> <p>Guidance on completing a MASH referral is on their website and Manjit has a copy should anyone want one.</p> <p>If there are any complaints about MASH then John C should be contacted. Manjit gave a list of contacts out to those interested. The new LADO is Michelle P</p>	
3.4	<p>Parent feedback:</p> <p>Manjit has copies of all of the parent evaluations available for anyone to read if they wish.</p>	

		The Parenting Project is reviewing the evaluation forms so that they are the same across all the Centres.	
	<b>3.5</b>	<p>Information sharing:</p> <p>Diane - The Health Visitors have no more information about the tendering process at the moment.</p> <p>Jane – the Parenting Project are in a strong position at the moment as they support children 0-19 years and are looking into alternative funding sources.</p> <p>Mary – a public consultation about Children’s Centre will happen once decisions at the top have been made.</p> <p>Gemma – the maternity partnership have submitted a plan to have a midwifery led unit at Warwick Hospital. Gemma also confirmed the new breastfeeding first feed rates were up too.</p> <p><b>AMMENDMENT 19/12/2016 – Maternity Partnership haven’t submitted a plan to Warwick Hospital for an MLU – we were part of the team involved. So to be accurate it should read something like: Gemma P reported that SWFT Maternity Partnership have been part of a team proposal to SWFT Board of Directors to propose an MLU. The proposal will be submitted on 7<sup>th</sup> December and is a great step forward locally in offering women a real choice in place of birth in line with NHS and other national guidelines.</b></p> <p>Jackie - the Food Bank is very busy at the moment and they are supporting clients longer than they should do due to changes in benefit legislation. She is very concerned about people who are housed at the Tarsus B &amp; B as there are no cooking facilities and the Food Bank has limited funds.</p>	
<b>4.</b>	<b>Date and Time of Next Meetings:</b>		
	<p>Wednesday 5<sup>th</sup> April 12:30 – 2:30pm</p> <p>Wednesday 19<sup>th</sup> July 12:30 – 2:30pm</p> <p>Wednesday 20<sup>th</sup> September 12:30 – 2:30pm</p> <p>Wednesday 6<sup>th</sup> December 12:30 – 2:30pm</p>		