



MEETING

DATE/TIME OF MEETING:	25th November 2015
VENUE:	Marsham Arms, Hevingham
ATTENDEES:	Robina Clarke, Emma Cliffe, Michael Millage, Bernadine Pritchett, Mark Talbot (Chairman), and Tracy Wharvell (NCL).
APOLOGIES:	
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<u>Welcome by Chairman</u> MT welcomed everyone to the meeting		
2	<u>Apologies for absence</u> None received		
3	<u>Minutes of previous meeting</u> The minutes of the meeting held on 29 th October 2015 were confirmed as a correct record with the following amendments:- Item 4 – Cost of Care- <i>the original amount BP had been asked to lower the fee for was £100 but the social worker negotiated it to less than £20.</i>		
4	<u>Matters Arising</u> <u>Item 10 – Bank Accounts</u> – John Tuner, Mark Talbot and Emma Cliffe will be signatories, MT felt it would be beneficial to have a fourth signatory, Robina Clarke agreed to be the fourth and completed the appropriate forms. <u>Item 10 – Police</u> – MM reported that roles within the Police were changing and when things have settled MM will update the committee.		
5	<u>Safeguarding Adults Board</u> MT said there was nothing to report. MM will be representing ARMC on the CLASP group.		



6	<p><u>New Logo</u> CP had circulated the various designs. Two designs were agreed upon with slight amendments. CP would go back to the designer to ask for the amendments and then circulated both designs. The design which had the majority approval would be the design used for the logo.</p>	CP	ASAP
7	<p><u>Review of ARMC Stakeholders</u> TW had circulated the updated version and this was reviewed. Further stakeholders were added. TW will update again and circulate to members.</p> <p>MM suggested that Norfolk and Suffolk Care Support may be able to promote ARMC in their newsletter and publicise meeting dates etc. MM agreed to raise this with the Board of N&SCS.</p>	TW MM	
8	<p><u>Future Recruitment</u> CP had circulated lists to members who had telephoned Providers to invite them to attend the Open Forum meeting taking place at 1.15 pm. Members had had various responses, many not realising they were members of ARMC. It was felt that this had been a useful exercise to inform Providers who ARMC were and that we are representing Providers. There had been a number of Providers who had accepted the invitation to attend the meeting later that day.</p>		
9	<p><u>Dates for 2016 meetings</u> Dates have been agreed and set for 2016 as follows:-</p> <ul style="list-style-type: none"> • January 27th • April 27th • September 21st • December 7th <p>BP suggested that a more central venue in Norwich may be appropriate. CP would investigate the availability.</p>	CP	ASAP
10	<p><u>FPCFPC</u> MM reported that Tim Armitage, Chairman of the FPCFPC group was dissatisfied with the way NCC were slow in their response of dealing with this matter. NCC were undertaking a budget review that day and it was generally felt that NCC were not</p>		



	<p>responding until this review had taken place.</p> <p>RC said she was very concerned that there would be nothing in place for April when the new living wage was being introduced. RC had read various articles and other counties were implementing increases up to 10%.</p> <p>The cost of care, living wage etc. were all on the agenda for the open forum later and all were in agreement that these issues were top priority for consideration as Providers would not be able to cover costs without an increase.</p> <p>Discussion took place about the various groups and contracts and all felt it was important that each group should be categorised.</p> <p>A new working group was meeting to discuss WAA, but all agreed that ARMC needed to know what is happening with MH and LD through the cost of care group. MT agreed to contact Steve Holland to ask if he could attend the WAA working group.</p>	MT	
11	<p><u>Correspondence</u> No correspondence to review.</p>		
12	<p><u>Financial Matters</u> Nothing to report</p>		
13	<p><u>AOB</u> EC said she was concerned about recent issues being shared with individuals which were ARMC concerns. EC felt it was important that ARMC remained a stand-alone Association and any issues of concern taken to the NIC Board via our representative MM. MT said it is sometimes necessary to discuss things as Chairs of Groups but that everyone is aware of boundaries.</p> <p>MM reported that he had met with Alison Simkin to discuss commissioning care contract for mental health, looking at a new model. MM will keep the group informed.</p>		



NEXT MEETING
DATE: 27 th January 2016
TIME: 10am
VENUE: The Marsham Arms, Felthorpe.

Signed.....

Date.....

Chairman