



MEETING

DATE/TIME OF MEETING:	23rd April 2018
VENUE:	Marsham Arms, Felthorpe
ATTENDEES:	Robina Clarke, Emma Cliffe, Michael Millage (Chairman), Bob Pritchard, Bernadine Pritchett and Mark Talbot
APOLOGIES:	Alison Holmes
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<u>Welcome by Chairman</u> MM welcomed everyone to the meeting.		
2	<u>Apologies for absence</u> As above		
3	<u>Minutes of previous meeting</u> The minutes of the meeting held on 19 th February 2018 were agreed and confirmed as a correct record.		
4	<u>Matters arising</u> It was agreed to discuss these under the relevant headings on the agenda.		
5	<u>Safeguarding/Training</u> At the December meeting AH had agreed to look at whether Independence Matters had done an analysis of the safeguarding training they had sourced from the Trust. CP will email AH and ask for an update. MM said NCC Safeguarding Board had sent out a questionnaire to Providers around sexual orientation. MM encouraged Providers to complete. It will also be sent out via Welcome to the Week. BP said his own organisation does regular audits to test the knowledge of staff. MM said it is important to identify where the gaps are regarding training and safeguarding. MM said an initial meeting with NCC representatives will take place on 3 rd May to look at new ways of working between the Trust, Social Services and Providers. Bob P will attend with MM to represent the ARMC members.	CP/AH	

6	<p><u>ARMC & its Role</u></p> <p>The letter as agreed had been sent to NCC outlining ARMC's future role within the new Care Association. A reply had been received welcoming ARMC's continued work.</p> <p>EC had received an invitation from NCC for written details about the Association to include in NCC's publications. All viewed this as a positive move.</p> <p>RC felt that ARMC would be a good model for any future Association. RC circulated a flow chart outlining how a future Association could work.</p> <p>NCC will ensure that Providers are consulted as to the new structure. NCC had also asked if any recommendations could be made for a person/s to set up a new Association. No agreement had been made to date.</p> <p>RC informed members that John Bacon had resigned as chairman and member of NIC and that she and Dr. Sanjay Kaushal will share the role of Chairperson. It had been agreed at the NIC meeting that this interim arrangement will be until end of September 2018. Funding for admin support had been extended by NCC to cover this period. RC said that NIC had been tasked with input into the new structure.</p> <p>It was agreed that any historical issues should be put to one side to allow for the new Association to be implemented in the most efficient way for Providers.</p> <p>RC said that at a recent H&SCCF meeting mention was made of 6.5 million budget available for staff training in the Care sector. CP will try and find more detail.</p>	CP	
7	<p><u>Financial Matters/bank account</u></p> <p>AH not in attendance, CP not sure if there was any update. CP said the grant of £500 from NCC for marketing was still unclaimed as we had no bank account to pay it in to.</p>		
8	<p><u>Results from Providers – Costs spreadsheet WAA</u></p> <p>JB was unable to look at the results. MM will forward the results. MM will also ask his Accountant to analyse the responses.</p>	MM	
9	<p><u>Preparation for AGM</u></p> <p>MM shared his Chairman's report which would be shared at the AGM later. All present were prepared to continue.</p>		
10	<p><u>AOB</u></p> <p>BP raised the issue of sleep ins and said that Jane Matheron had taken the decision to pay all her staff NMW for sleep-ins. BP was continually keeping up to date with information from HMRC and would forward relevant information to CP for circulation in Welcome to the Week. A court case involving MENCAP was due to be heard and the outcome of this could set the precedence for the future.</p>		

	BP had had a recent CQC inspection and Inspectors had made some incorrect statements. BP challenged this and these were withdrawn. BP said it was important to challenge and ask for evidence if in factual statements are made. MT circulated various reports from the Guardian.		
11	<u>Dates & Venues for future meetings</u> It was agreed to hold the next meeting at The George and Dragon at Thurton. CP will book.	CP	

NEXT MEETING
DATE: 19 th July 2018
TIME: 10am
VENUE: George and Dragon PH, Thurton.

Signed.....

Date.....

Chairman