

## CaPa Participation Group Steering Group Meeting

**Wednesday 22<sup>nd</sup> June 2016 12-2pm @ the Beehive, Grays, Essex, RM17 6XP**

**Attendees:** Mo (chair), Janet, Charlie, Sam F (mins)

**Apologies:** Nikki, Grace, Tina, Ashley, Jane, Claire, Carrie, Sam G

ITEM	DISCUSSION	ACTION
Introductions	Attendees and apologies received.	
Minutes of last meeting	Minutes reviewed, agreed and signed by Mo	
Review of AGM	Thoughts on AGM - positive feedback received. It was felt that the venue, links to transport, speakers and signer were good and well received. Next year to look into promoting other disabilities.	
Summer Play Scheme 2016	<p>Mo discussed the shortfalls in funding for the summer play scheme with Malcolm Taylor at the AGM. He wasn't aware of the situation and promised to make additional funding available to put towards this year's scheme. This has meant the fee increase has been capped at £17.50 per session, rather than the £25 originally proposed.</p> <p>Since the AGM, Mo has discussed next year's scheme with Clare Moore and advised that they start to plan early if there will be any changes to the scheme.</p>	
Future Events	<p><b>Drop In's</b> - July 11<sup>th</sup> Thameside Theatre Café 12-2 on Health - Sam to invite/promote and ask people to confirm if they can come. Also to offer private chats with professionals and to ask for questions from people who can't attend. Janet and Mo will contact any families they feel would benefit.</p> <p>Discussion held around the future of drop in's: Ideas to change the day in the week and venue and possibly rotate. Possible venues include the hubs and Children's Centres around Thurrock. To be put on agenda for next meeting.</p> <p><b>Summer Events</b> - Janet to forward email from Scope confirming the events they are attending where we can piggy back onto. Sam to put on Facebook chat to ask for volunteers to attend. Janet and Charlie can do the Grays Big Lunch (26<sup>th</sup> July).</p> <p><b>Awareness Conference</b> - possibly too late for September as Mo would like this to be held on an inset school day. Discussion around Easter 2017 (school holidays are first two weeks of April). To be put on agenda for next meeting.</p>	<p>SF</p> <p>SF</p> <p>SF</p> <p>SF</p>
New Carers Strategy	Sam advised of email from NNPCF who would like forums to give their feedback in order to formulate a nationwide response - Mo suggested that Ashley could look into this - Sam to email to Ashley.	<p>AW</p> <p>SF</p>

Training	<p>Sam circulated some info on suitable training - agreed that we would book 'Be Confident' 2 day course with Karen Woodissee for the steering group and then perhaps book an Away Day later in the year for specific issues.</p> <p>Sam to get dates from Karen for the Autumn term and then circulate.</p> <p>Mo would also like to do SEN passport training with the steering group - this could be done at a regular meeting as long as attendance is good.</p>	SF
AOB	<p>Mo met with Malcolm Taylor and raised the possibility that the new Head of Children's Services Rory Patterson should meet with the steering group - also James Halden, the new Portfolio holder for Education and Health. Possibly at next drop in, if we can get health presence first.</p> <p>Sam advised the good news that our monitoring for 15/16 had been agreed and finalised and that our grant application for 16/17 was successful!</p>	
Steering Group Meetings	<p>Next meeting Wednesday 13<sup>th</sup> July - evening meeting - at the Beehive - Sam to book and confirm.</p> <p>Meeting closed at 1.30pm</p>	SF