

**MINUTES**

**ESSEX AND SOUTHEND LINK: MID ESSEX LOCALITY GROUP MEETING**

**Date and Time**      **Wednesday, 2<sup>nd</sup> September 2009 – 6.00 pm – 8.00 pm**

**Location**            **Brickhouse Farm Community Centre, Poulton Close, Maldon, Essex, CM9 6NG**

**Organiser**            **Varsha Goyal-Wright**

**Minutes**                **Varsha Goyal-Wright**

**Attendees:** Michael Blackwell (MB), Claire Beattie (CB), Judith Wright (JW), Trevor Allen (TA), Carole Anne Cook (CC), Prof. Lew Schnurr (LS), Maurice Booth (MB), Nancy Freeman (NF), Cathy Turland (CT), Paul Murphy (PM)

**Apologies:** Norman Heath, Ken Edward, Colin Abbott, Brian Bines, Rosie Schonenberger, Sally Wallis-Boore

	<b>Topic</b>	<b>Discussion</b>	<b>Action by who/when</b>
<b>1.</b>	<b>Welcome, introductions &amp; apologies</b>	Introductions led by Claire Beattie (Vice Chair). Varsha read apologies for absence.	
<b>2.</b>	<b>Declaration of Interest</b>	No declarations	
<b>3.</b>	<b>Election of Chair</b>	Michael Blackwell unanimously elected as Chair.	

4.	<b>Minutes of previous meeting</b>	Minutes were accepted as an accurate record.	
5.	<b>Matters Arising</b>	<p>The written report on MRI Scans that has been requested at the previous meeting was not available yet. Nancy Freeman to follow up.</p> <p>Prof. Lew Schnurr suggested that participants of the Mid Essex Locality Group should send a card thanking former Chair John Saxton for his contributions as Chair.</p>	<p><b>NF</b></p> <p><b>JW</b></p>
6.	<b>Outreach Work (Focus on Castle Hedingham; South Woodham and Bradwell On-Sea)</b>	<p>Castle Hedingham: It was suggested that contacting Forest Homecare and Hedingham Castle to participate in events could be helpful in outreach work.</p> <p>South Woodham: It was suggested that Peter Blackman is the contact person to initiate outreach work in South Woodham.</p> <p>Bradwell On-Sea: Prof. Lew Schnurr offered to make a presentation to the Bradwell On-Sea Parish Council explaining working of LINK. Paul Murphy said that Bradwell On-Sea was at present developing a community shop; there was also one in Burnham.</p>	<p><b>VG</b></p> <p><b>LS</b></p>
7.	<b>Amended Work plan</b>	<p>Judith explained the reason for removing 'Long Term Health Conditions' from the old work plan. She said that this topic is already being researched by other organisations and institutions and it was important to avoid duplication.</p> <p>Clarie commented on PALS/ Complaints departments in Trusts. The group was informed that Cheryl Mack has confirmed her presence at the next meeting on 14<sup>th</sup> October 2009. She will speak to the group on PALS services.</p> <p>Claire said that members of the patient groups would be inviting speakers. Professor Lew Schnurr, a member of PPF (Patient Engagement Forum) as well as LINK, explained changes that were taking place in the structuring of the PEF</p>	<p><b>VW</b></p>

		<p>and that these changes were being put in place to meet the requirements of the quality control board next year.</p> <p>Community Matron: Michael is meeting with the manager at Tennyson House Surgery, who is running a trial of community matrons. Cathy suggested that the impact of community matrons on social care services should be assessed.</p> <p>Hospital Discharge: Varsha explained that the Hospital Discharge project is a county wide project, which has branched into the locality groups to assist the gathering of information from each locality. The project chair is Charles Novis. The copy of the project proposal was circulated amongst the group. It was suggested that anyone interested in the 'Hospital Discharge' project was welcome to attend next project meeting on 17<sup>th</sup> September.</p> <p>Prescription in Hospitals: Judith will look into this issue and report back to the next meeting. Paul asked what could be done about it if it was a procedural issue. It was agreed that we would then ask for a speaker to explain how this works and what, if any, changes were possible.</p> <p>Social Care: Carole said that in her opinion, the communication gap regarding the social care is the biggest problem. She suggested that the information regarding carers must be the part of discharge pack. It was agreed that the group should invite a speaker from Social Care Direct and a list of questions should be put to the speaker. This will help in locating the real concerns in respect of social care. ECC will be assessing clients for Self-Directed Support as of September 2009, although some clients are already on this benefit.</p>	<p><b>MB</b></p> <p><b>JW</b></p> <p><b>VW</b></p>
<b>8.</b>	<b>Enter and View</b>	<p>Judith gave a presentation on Enter and View. Paul offered to circulate the information about Enter and View through the Maldon CVS volunteer centre. It was suggested by Cathy that it was necessary to write training sessions.</p>	<b>PM</b>

		Discussion also took place on how to reach people and it was suggested that Varsha should make contact with the 'People's Parliament' or 'People First'. It was also felt that much of the information was not accessible to people with learning difficulties and some remedial action was proposed. Paul suggested that a meeting of service users might prove positive.	
9.	<b>Funding allocation</b>	<p>Varsha informed the group that each locality group has £ 20,000 to spend in 20 months out of which £ 18,000 is immediately available. In order to spend money every locality has to come up with projects and estimate expenditure. The draft project report and project guide was circulated.</p> <p>Participants of the locality were confused about the procedure of spending allocated money. The group requested clarification in respect of the procedure of project report, project approval and its working. The group also wanted to know who had the authority to approve expenditure on the projects.</p>	<b>VW</b>
10.	<b>Update on LINKs public meeting</b>	Varsha updated the group on the Essex and Southend LINKs public meeting on 16 <sup>th</sup> September at the Essex Record Office, Wharf Road, Chelmsford at 3.30pm to 5.30pm.	
11.	<b>Update on rehabilitation unit at Halstead</b>	Group suggested that this item can be included in the next newsletter of LINK.	
12.	<b>Any Other Business</b>	<p>Nancy Freeman wished to discuss the issues of GP referrals and air ambulances. It was suggested that these items can be added in the work plan if Nancy can recommend issues to be examined.</p> <p>Cathy talked about the consultation paper "The Right to Control". Cathy will send information regarding consultations to Varsha to circulate among the group especially participants without email contact.</p>	<b>NF</b>  <b>VG</b>

13.	<b>Date, time and place of next meeting</b>	14 <sup>th</sup> October 2009, 14.00 pm – 16.00 pm at Essex Coalition of Disabled People (ECDP), Ivan Peck House, 1 Russel Way, Widford Industrial Estate, Chelmsford, Essex CM1 3AA.	
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