



HCFF HAVANT BRANCH FORUM MEETING

25th April 2005
10.00 am -12.00 noon
Mill Hill Early Years Centre

Minutes

Present:

Jayne Ashberry - Branch Co-ordinator (HCFF)
Judith Woolley – Chairperson & Centre Manager (Trospacc Early Years Centre)
Sandra Alexander - (HomeStart Havant)
Wendy Osgood - SDO (Children's Fund)
Marina Stafford – Play Dev. Co-ordinator – (Havant Borough Council)
Caroline Devlin – (PALS)
John Timms – Centre Manager (Sharps Copse EYC)
Angela Branchett – Warren Park School
Alison Brooker – Disabled Childrens Team, Social Services
Zella Compton – Coordinator (HCFF Gosport)
Dawn Bellman – (TASK/ALPS)
Mary Jones – Early Years Co-ordinator (Library)
Elaine Worrell - Co-ordinator (Havant & Petersfield Special Needs Forum)
Sylvia Hutchins – Carers Together

1. Introduction & Apologies

Apologies were received from: Emma Davis, Regina Ansah-Boateng, Anna Lewis, Barbara Cooke, Sue Wing, Lorraine Grieve, Wendy Ives, Helen Noice, Sue Leach, Lorraine Boyes, Anita Taylor

2. Minutes and Matters arising

Minutes of the previous meeting were agreed. No matters were arising, action point completed too. (JA and MS meet to discuss consultation on Out of School Care)

3. Branch Co-ordinator Report including Sure Start Programme, Consultations & 0-19 update

Jayne read her report (attached) explaining what she had undertaken since the last meeting.

4. Report on HCFF Parent & Toddler Groups – Questionnaire Analysis and their future

Jayne explained that the 7 parent and toddler groups in Havant running through the support of a Community Fund Grant were still running although the funding from this source had now ceased. The seven groups were 2 at Mill Hill, now down to one running on a Friday, Mill Hill EYC is supporting this. One at the Acorn Centre, now being supported via a Local Network Funding bid that covers three groups out of the centre. One at Hayling Island that continues to be run by the Women's Institute at the centre.

That left three P&T groups that couldn't continue via the parents only running the groups, this was due to no parent wanting to be responsible for being a keyholder and unlocking/locking up and also being responsible for the petty cash. With this in mind other sources of funding have been gathered to continue supporting these groups. Trosnant Playaway at Trosnant Scout Hut, Trosnant Junior School, Stock Health Lane on Tuesdays (9.15 am to 11.15 am), has secured Local Network Fund and will be having a re-launch on Tuesday 24th May 2005, 9.30 am. Langstone House Playaway, The Community Room, Langstone House, Lockerly Road operating Monday 12.15pm -2.15pm continues to be supported by HCFF P&T Project, as does Havant Playaway, Havant Methodist Church, Petersfield Road, (next to Health Centre) running on Thursday 9.30 am-11.30am.

Jayne handed out leaflets promoting the three groups being supported by HCFF P&T Project and asked that everyone present promote these groups where possible.

Jayne then explained that in December 2004 she had been asked by the groups to carry out an analysis of a survey sent out to all parents registered but no longer attending to find out why and also to gather information on what parents do and do not want in a P&T group.

She briefly explained the report produced to all members present. A full copy can be found on the HCFF website at www.hcff.org.uk/Havant.html then Local Links Playaway Parent & Toddler Groups Report.

5. HCCF new leaflet – feedback and comments

Jayne handed round the new HCCF leaflet (red), the previous leaflet promoting HCCF (blue) and the original leaflet (white) to all members present and asked for comments on the newest leaflet. She was asked who had worked on the new leaflet and explained that a short print had been made of these new leaflets hence her raising it as an agenda item today and she believed that it was from a joint effort of the Area Managers and the County Finance Officer, then approved by Exec. Committee

The following were noted:

- Who is the leaflet trying to attract, practitioners, parents or both? If parents then it is too business like and not user friendly.
- Too many words, logo back and front, where as the picture of a child on previous leaflet was appealing. Include a child or family picture again.
- It doesn't have that pick me up and read me feel. Cover is quite unappealing.
- Step away from colours i.e. red or blue etc as shows political bias
- Not easy to read if visually impaired
- Probably cheaper to produce as only two colours, on better quality paper, however is cost the issue shouldn't clarity, good quality and meets the needs of target be the issue.
- Doesn't invite anyone to do anything parents, carers or practitioner!
- No charity registration number on new one
- Lacks basic skills ie use of Capitals where not appropriate.
- The original leaflet told who HCCF are and what they can do for you? This was extremely clear and easy to understand. The focus of our contract is to signpost people to CIS and this is done in the original leaflet but not in subsequent ones.
- The statement "Find out more and make your views known" on original leaflet was like by many members present
- Original had EYDCP and HCC logos showing support too.
- Debate on spider chart ensued, the majority liked the diagram. Better that the short list included in the new leaflet, too many people excluded ie library, portage
- Comments were made on the "avoid duplication" sometime duplication of a good thing is positive. I.e. Hospitals, P&T with good practises. Can understand that re-inventing the wheel is probably not the best turn of phrase either, but believe this is what is meant?
- The term "Working in partnership rather than isolation" was debated as an alternative

6. Information Exchange

Sandra Alexander – Homestart are a charity company limited by guarantee as of the 1st April 2005. If things went pear shaped trustee would only be liable for £1, it is hoped that this will encourage more volunteers. New course starts on 27th April with 18 volunteers. The charities patron is Sarah Willetts (Butterfield) and she has donated a £500 painting to raise funds for Homestart. If you are interested in helping the fundraising campaign – just contact the Homestart office and they will send a form which sets up a standing order. The minimum monthly donation is £5 and each £5 is given a number. This number will be put into a prize draw at our AGM's each year. The prize this year is a painting by Sarah Willetts.

John Timms – the builders have left and Sharps Copse Centre is now open with services developing. They currently include Citizens Advice Bureau, National Childminders Association (NCMA). Health have are being contacted to include a clinic. John has yet to finalise the Benefits Agency and Social Services to be in the centre. A designation request to become a Children's Centre has been made.

Wendy Osgood – explained that the Havant 0-19 Strategic Group had asked that she and Emma Davis should met with Colin Hardy in order to find a path to encourage LSP's (Local Strategic Partnerships) to allow representation from the group. She felt the meeting went well and that he understood the need for children & youth representation on the partnerships – not just in Havant but Fareham & Gosport too.

Wendy updated everyone on developments in moving towards a Wecock Children's Centre that hopes to include Littlefolds, the Acorn Centre, the community flats and local schools. A steering group has been set up.

Wendy thanked Jayne for her support & enthusiasm in Havant. Wendy explained that this would be her last meeting, as she will be retiring in July. Everyone wished her well.

Mary Jones – no longer covers the New Forest Area. More baby rhyme sessions have been added – Horndean Library 4th Monday of each month at 2.30pm and Hayling Island 1st Tuesday of each month at 10.30 am. Lots of changes have been made at the library just some of them are now 4 week loans, under 18 year olds have no fines, more money spent on books and DVDs, and reduced costs for inter library loans. An Access card is now available this is a standard library card offering concessions for any adult or child with a disability which makes reading print difficult or impossible. ALL lending materials can be borrowed including audio visual items FREE of charge, this includes audio books on tape & CD, music, video, DVD, CD-ROMS, computer games (there could be some limit on the number of items loaned a any one time).

A question was asked with regards to books that maybe of help to young dads, Mary mentioned "When a Book Might Help" – it is held as a reference file in every library - its not on-line yet. It lists a wide variety of subjects - relevant book titles and appropriate age suitability (subjects from Adoption, Divorce, hospital visits etc).

The Summer holidays will be having a Reading Voyage this year as there theme to encourage children to read books through the holidays. This will be included in the HCFF summer term Newsletter.

ACTION: JA to put in HCFF newsletter

Caroline Devlin – at Pals there is now a new sport and training co-ordinator Tim Hull (from April 2005) he was deputy. Deputy not to be replacing at present moment, once funding has been secured this will be reviewed. Henry Smith bid for £500 has been agreed. Caroline has been working on the End of Year report and accounts. A treasurer is required. Posters were left for members to promote the AGM and requirements for committee members especially a treasurer.

Marina Stafford – currently carrying out audits on Out of School settings. Ensuring that settings have good average per sessions per week to maintain sustainability. Marketing, particularly promoting the services to new intake in schools, can encourage this. There are still 2 settings that are not self-sustaining, others are doing well. Government are putting a lot of resources into childcare at present. Horizon courses are being encouraged so that staff in Out of School settings keep abreast of changes.

Marina reported that the northern area of the Havant borough doesn't have a direct service and that many families are spilling in to East Hants. She explained that she is working with a new provider to help in the area called Dependable Childcare Services, they are non-profit making, company limited by guarantee and already run some schemes in East Hants.

Marina thanked Jayne for her help in the questionnaires that were sent to schools on out of school provision. Marina reported a good response from these.

Marina explained that the open access budget for provision in the school holidays had been fully allocated with activities running in Wecock, Stakes, Warren Park and Hayling Island/Emsworth. These are art & craft activities run for up to 2 hours maximum in Oct & February half terms.

Make it happen day – 200 children 60 playworkers held at Staunton Park. 5 workshops were held. It was an enjoyable day and it is hoped that the activities will be put into practise at the settings.

3rd August 2005 is National Playday.

Dawn Bellman – reported that Task will be losing a admin member of staff due to some issues that have happened for example fuel bill doubling. ALPS are fine. There is a new health suite attached to Staunton this suite (with sprung flooring) will be a new venue for dance & sport activities. There are currently 3 bids for Adult Education courses awaiting confirmation and also a bid for 8 – 16 year olds to do their bronze awards in the pool.

Alison Booker – Transitional years starts in May at Rachel Madocks School, Wednesday 9.45 – 11.45 – Good response so far. Transitional worker is Lizzie Meegar – she doesn't however case hold.

Sylvia Hutchins – Reported that there was a Carers Consultation day on 12th April, all types of carers were invited. There were 2 workshops one on PHC & Acute Care. A report will be formulated from the consultation day. All local GPs will get a copy as will Portsmouth Hospital Trust. Havant Carers Forum will take on issues raised & will be inviting responses from health organisations.

Judith Woolley – Trospacc aim to become a Children's Centre. All services are going well. New head has settled well.

7. Any Other Business

Nothing additional was raised.

8. Date of next meeting

19th September 2005 – 10.00 to 12 noon at Mill Hill Early Years Centre.

9. Network Opportunity

There was an opportunity for people to network at the end of the meeting.