



HCFF HAVANT BRANCH FORUM MEETING

24th April 2006
10.00 am -12.00 noon
Mill Hill Early Years Centre

Minutes

Present:

Jayne Ashberry - Branch Co-ordinator (HCFF) havant@hcff.org.uk
Jean Carrick – Chairperson HCFF j-carrick@ntlworld.com
Judith Woolley – Centre Manager (Trospacc Early Years Centre) judith.woolley@trospac-eyc.hants.gov.uk
Wendy Harrison – Centre Family Link Worker (Sharps Copse C&FC)
contact via john.timms@sharpscopse-eyc.hants.gov.uk
Anita Taylor – Centre Manager (Mill Hill EYC) anita.taylor@millhill-eyc.hants.gov.uk
Emma Davis – Senior Development Officer (Children’s Fund) emma.davis@hants.gov.uk
Sue Viney – Community Development (Park Community School) community@pcs.hants.sch.uk
Alison Prentice – Scheme Co-ordinator (Havant HomeStart) alison.p@homestart-havant.org.uk
Sam Severe – Children’s Centre Co-ordinator (Link’s Children’s Centre) samantha.severe@hants.gov.uk
Lorrae Leonard – Pre-school Learning Alliance lorrae.leonard@hants-pla.org.uk
Anna Lewis – Portage anna.e.lewis@hants.gov.uk
Lorraine Boyes – Clinical Team Manager (East Hants PCT) lorraine.boyes@ports.nhs.uk
Jane Parker – Area Manager South (HCFF) south@hcff.org.uk

1. Welcome by Chairperson – Jean Carrick

JA explained how Jean was recruited for the role of Chairperson and that Jean is also an executive of the HCFF trustees too. Jean welcomed everyone. Jayne Ashberry thanked the retiring chairperson Judith Woolley and presented some flowers as a thank you for the time and support she had given to Jayne and HCFF.

2. Introduction & Apologies

Attendees introduced themselves. Apologies were received from: Elaine Worrell, Caroline Devlin, Alison Brooker. Helen Noice, Dawn Kefford, Liz Morley-Smith, Lorraine Grieve, Alison Doody, Mary Jones, Sarah Philips, Marina Stafford, Sarah Dix and Sue Leach.

3. Minutes and Matters arising

Minutes were checked for accuracy and JA reported that the following actions had been completed – recruiting Chairperson (A1), contacts sent to Wendy (A2), CYPP workshop took place and details have been forwarded to Felicity Roe (A4)

Actions to be checked - Courses/workshops forwarded to Karen (A3) – Karen wasn’t present to confirm whether this had happened.

Action (A5) – no members contacted Jayne with contact details for speakers. It was also noted that Dental Update was missing from list of topics for speakers too. Members also thought that an update on the County Structure and the finalises Children and Young People’s Plan would be two additional topics. The minutes were then agreed.

ACTION(1): JA to organise a speaker from September’s branch meeting

4. Branch Co-ordinator Report

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

A question was raised on how Jayne is supported via HQ in order to achieve a heavy workload in just 10 hours a week. JA explained that she did influence her workplan each quarter and reports where she undertakes tasks in her own time. JP then introduced herself and explained that she was Area Manager for the South and that HCFF are currently sourcing additional funds (via Big Lottery) to create a Community Fora. Should funds be forthcoming more hours maybe available for Co-ordinators. JA explained that her CAMHS LIG work was funded over and above the 10 hours per week.

JA explained that although funding for 2006/7 had been agreed final details for the contract were not available at present. The remit however does include research into services available for vulnerable

children. The term vulnerable has yet to be clarified. Assisting Children Centres in the area in consultation with parents/users is also likely to be a feature. JA explained that this might have to be thinly spread as Havant have 5 Children Centres. She explained that she had attended a Havant Children's Centre Facilitation Day and hoped to work with the Children Centres via this group approach.

JC explained that there was lots of partnership work happening and that she was currently on the Integrated Service Sub committee. She explained that there was lots of change happening, she mentioned a chart of how things all link in Hampshire for Children and Young People and that the chart was like a treasure map and was on its 9th draft.

5. Hcff Website

JA explained that the website was currently undergoing some changes, feedback on the site would be welcomed. She reminded members that there is a local links element which if you have any events, sessions etc that you would like to go on the site please forward them to Jayne at havant@hcff.org.uk

JA was questioned on whether the site gave statistics on who was looking at the site. JA passed this questioned to JP, who explained that information on which branch is accessed is available, through the top ten hit list, but no information on who is viewing the site is currently available. She reminded members that our site is also linked to via many other sites.

6. Hcff Newsletter

Jayne reminded members that she is currently writing this term's newsletter and any articles members would like to include should be with her asap as the newsletter goes to print on the 12th May 2006. The summer newsletter will be 2500 in number and distributed in early June, so all items on activities for the summer holidays would be welcomed.

ACTION(2): Members to forwards articles asap

7. Information Exchange

Sam Severe – Builders have turned up at the Links Children Centre, with wood so work has now official started, an anticipated completion date is 8th August so she hopes the centre will be fully functioning by September. The downstairs of Littlefolds is out of action. Sam can still be contacted on her direct line telephone number. Sam reported on the project happening across campus. The Meadowlands Song and Rhyme transition group, had 19 families who have completed the first 6 weeks, the 2nd 6 weeks starts next week with all families from the first step plus others wishing to attend. A new Parent & Toddler group has started on Wednesday mornings at Meadowlands Junior School, 9.00 to 11.00 am, all welcome. Confident Kids Confident Parents course starts on Friday with 12 parents booked to attend, a follow on course will start in September. Funding has been applied for to offer a Childcare scheme in the summer holidays, full day care at Meadowlands for 4 to 11 year olds.

At HartPlain Infant School a Parent & Toddler groups may start shortly.

ACTION(3): JA to contact and add to P&T list when appropriate, same for Meadowlands P&T

Hope to run a regular Friday Funday with family and children activities for all ages. An Easter Funday was really positive and parents asked for more days like this, with activities for them and children but structured and coordinated. New people are coming through the door at Littlefolds, which is encouraging. Squirrels Full day care is now fully up and running. A Baby and Toddler Café with support of health is operating and a Good Grub workshop for year 6's is running for 4 weeks by Jane Perkins, it is hoped that a Food Hygiene Certificate can be gained by students in the future, where Sam worked previously it was offered.

Emma Davis – Hampshire Children's Fund spent all the money allocated to them in the last financial year, which is great news for all those 5-13 year olds that have benefited. It is beneficial in long term planning to see that the money was actually need, a good tool. 2 year funding for groups has now been allocated. There is to be a Stakeholders Day on 26th June 2006 at Intech.

Lorraine Boyes – has now changed base to Oak Park Children's Services

Alison Prentice – Homestart have appointed 3 new co-ordinators and 1 family group co-ordinator, they will be making themselves known in the future and may attend Hcff meetings too. Havant Homestart has undertaken a Quality Assurance review, it was completed on Friday and the scheme came out extremely well – exceeding expectations. A volunteer preparation course started last week, this 11-week course

prepares new volunteers and thereby helps to manage the continuous supply of referrals. The next course will start in September. Currently have 42 home visiting volunteers. Anyone interested please contact Homestart direct. Health Trainers Initiative is being started offering health training on a 1-1 basis. Funding continues to be a problem.

ACTION (4): All to continue to inform each other of new funding streams available.

Wendy Harrison – Fitness Fun Club trial class was undertaken on 13th March for school age children. The Breakfast and After School Clubs are starting to fill up. The Sharps Copse Children and Families Centre and school site is to hold an Open Day to launch the Centre & School on the 26th May 1.00 – 3.00pm. The Centre now produces a regular newsletter. A Confident Parent, Confident Kids course starts on 27th April for 8 weeks, parents are asking for more things for them to do. Funding for crèche facilities is currently an issue, but the centre doesn't want to lose the habit of the families coming to it.

Lorrae Leonard - the Havant Toy Library had 9000 contacts, 3000 resources and 400 professional contacts in Early Years centres over the last year. The Library covers 25 venues over a two-week cycle. 3 are static at Mill Hill, Emsworth and Staunton Park. Lorrae has been promoted and line manages the Toy library, but is currently still doing a co-ordinator role too, along with Jill until funding is secured for hopefully 2 more posts.

Anna Lewis – reported that all the waiting list had now been covered. 9 referrals with Down syndrome have been made all from just outside Havant, Portage has introduced parents to each other so they can offer support to one another as the Sarah Duffin Centre currently has a waiting list. Anna was anxious that the methods being used to inform parents that their child had special needs wasn't always appropriate, she was concerned that attitudes still haven't changes and that sensitivity was missing in many areas.

A consultation morning is being arranged for once a month at Mill Hill for parents to drop in. Will be running an evening CPCK course and hope to attract Dad's. The Major of Havant is making Portage one of his charities this year, any funds raised via this will be used on Christmas and summer outings and possible at Easter, a trip to Paultons Park can cost £800 alone. Anna also mentioned the Music and Movement course that is aimed at Pre-school, Reception class and Nursery staff. A countywide raising of the Portage profile is being undertaken as early intervention is the key.

ACTION (5) – JA to place a piece in her Hcff newsletter on Portage

Anita Taylor - Mill Hill is now officially a Children's Centre, since last week. Building work is scheduled to start on 12th September. Anita made people aware of the many courses and sessions that are running at Mill Hill and can be found in the Mill Hill newsletter, which was available at the meeting. Particular focus was made to the Strawberry Fayre running at the grounds of Mill Hill and Waite End School on 24th June 10.00am – 4.00 pm. Some funding has been secured for drop in playschemes in the holidays for Mill Hill area and Stakes, for 5-11 year olds Mon – Thursday which will include drama, music, art and dance. A messy play session is happening at the centre on Wednesday afternoons and a Baby & Parent toddler group has also been requested. A cycling proficiency course has also started at the centre and progress is being made on the Play Park Project.

Sue Viney - reported that unfortunately a SPOT course had had to be cancelled due to lack of numbers, however craft courses being run seem popular at present. Some funding is available for basic first aid and keyboard skills courses, but at present there has been little response for places. A discussion took place on how it is very hard to engage with parents once children go to secondary school. Some ideas were voiced. Wendy explained how she was facing similar problems. The question of FEAR was raised and that some parents have difficulty overcoming this, suggestions were made on how to attempt this and making sure that parents have clarity of what the aim of some of the course are and what they can get out of them.

Jane Parker –Thanked Judith for her role as chairperson over the last 3 years and welcomed Jean Carrick as the new Chairperson.

Judith Woolley – reported that Trospac has also officially become a Children's Centre. A Full Day care nursery is currently going forward. Budget & staffing planning is currently happening. A Song and Rhyme session is running, stealing the idea of offering school t-shirts, sweatshirts etc, reported by Sam last meeting. 14 families are attending. Support Out of School ran in the holidays and would like to thank the Toy Library for there support – 12 children benefited from this service.

8. Any Other Business

JA explained that Alison Doody had asked for all members to be made aware of a 'Book Crawl' being held via Leigh Park and Hayling Island libraries, from 27th May 2006 – 8th July 2006. The target group are 0-4 year olds. Books need to be borrowed on four separate occasions, each time a sticker can be collected, once 4 stickers have been achieved the child qualifies for a certificate which will be presented at a special event.

9. Date of next meetings

PLEASE NOTE THAT THIS MEETING IS TO BE ON A TUESDAY and HELD AT SHARPS COPSE CHILDREN AND FAMILIES CENTRE

26th September 2006 – 10.00 to 12 noon at Sharps Copse Children and Families Centre, although parking is available it is limited, so please use local streets if necessary, thank you.

10. Network Opportunity

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