

COUNTY DURHAM LINK MANAGEMENT COMMITTEE MEETING

MINUTES

Monday 23rd February 2009

East Durham Trust and Community Development Trust, Peterlee

		ACTION
1.	<p>Present: David Haw (Chair), Peter Irving (Vice Chair), Colin Burton, Jackie Heslop, Mary Mitchell, Jim Rochester (Vice Chair), Anne Stobbs, Audrey Chapman</p> <p>In Attendance: Julia Catherall (minutes), Sue Jennings, Alesha Aljefri and Sandra Roberts.</p>	
2.	<p>Apologies: were received from Malcolm Fallow, Malcolm Harrison, Jim Welch, June Wainwright, Stuart Harvey</p>	
3.	<p>Minutes of the last meeting: Colin referred to item 4 from the last management committee meeting minutes regarding objecting about having the minutes of the meeting published, this was not the case and it was agreed to have this comment deleted from the minutes. Colin had asked for the meetings to be open to the public.</p>	
4.	<p>Anne questioned the code of conduct under item 13 from the last management committee meeting. Dave confirmed that it was surrounding individual members in the Sedgefield area and how they behave.</p> <p>Matters arising not on the agenda: Sue mentioned that no work had been done on trying to involve groups and meetings. The One Voice network event is in March and this should start to pick up on the issue of engaging more with groups/organisations.</p>	SJ
5.	<p>Update from Host: Alesha discussed the Host update for February 2009. She also mentioned that the website has been updated in line with the accessibility guidelines.</p>	
6	<p>LINK workplan:</p> <ul style="list-style-type: none"> • Seizing the future - Sue advised the group that the Seizing the Future update meeting is planned for the beginning of April where Diane Murphy and Edmund Lovell will come and do an update to the group. • Carer's strategy – The meeting planned for 24th February has been postponed because publication of the strategy has been delayed. A further meeting has now been arranged for the 19th March for a small working group to come together to discuss the strategy. The carers event is now planned for the 8th April. • Rural issues – Alesha had a meeting arranged with Jill Simpson but due to the recent bad weather the meeting was postponed. Discussions have now centred around a ½ day workshop being held at the beginning of April, which will focus on topics such as what members consider as rural and the issues that affect rural areas. Details will go out to all members who are interested. • Lack of provisions of day opportunities – Still waiting for the mental health strategy to be published. 	

7.	<p>Constitution</p> <p>With reference to the report Malcolm Harrison produced, the Management Committee agreed that it was best to follow the recommendation highlighted to develop a simple constitution. This would be drafted up and sent to the Management Committee for comments. It will then need to be raised and agreed by the Membership at the Annual General Meeting in October.</p>	
8.	<p>Quarter 3 Budget</p> <p>Sue discussed the budget and mentioned that the underspend would be carried forward to next year's budget.</p>	SJ
9.	<p>Budget for 2009/10</p> <p>Any under spend will be carried forward to next year's budget.</p>	
10.	<p>Host County Durham workplan 2009/10</p> <p>Sue discussed the Host workplan and mentioned to the group that this is what you can expect from the Host for 2009/10. Jim R asked whether the report could be put in the format of a gantt chart. Sue advised that this would need specialist software and also the IT skills to be able to do this and that the team would not be able to produce this format. JR said that he would convert the information in to a Gantt chart and bring to the next Management Committee meeting.</p> <p>A discussion took place over how the LINK district meetings will run and what issues will be raised. Dave suggested that work plan issues and the procedure for scoring work plan issues be put on the agenda for the next Management Committee meeting on 30th March 2009.</p>	<p>JR</p> <p>Host</p>
11.	<p>Management Committee Representation</p> <ul style="list-style-type: none"> • Children and Young People – Investing in Children, Kim Kyle did not attend the management committee meeting today. Alesha will contact Kim and update her. Kim however will attend the meetings and then feedback to the reference group, once this has been agreed and we have received the quotes from Investing in Children regarding the work the reference group will be doing. • Minority Communities – Stuart Harvey from BECON (Black Minority Ethnic Community Organisations Network) will attend the next management committee meeting as he was on annual leave today. • Anne asked if anyone was going to attend from the Learning Disability Parliament. Dave confirmed that there was a separate process for engaging with the Parliament and that they would not be attending meetings but that we would be liaising with Brian Smith who will feed back to the parliament on issues and vice versa. • A discussion took place around an individual management committee representative and Dave stopped the discussion by pointing out that if any management committee member had a problem or issue they should first of all speak to him or Sue and try and resolve the issue. Issues should only be brought to the management committee if they cannot be resolved and only with the express permission of the individual. 	

12.	<p>Representation of Groups and meetings</p> <p>Sue mentioned that feedback had been from Catherine Parker from Public Health, who will be sending a written copy of the changes made to the Mental Health Improvement Strategy in light of the comments received from the LINK Management Committee. There was also a discussion on representation at the Mental Health Local Improvement Group and Sue was asked to find out more information from Catherine.</p>	SJ
13.	<p>Procedure</p> <p>Agreed that this item would be carried forward to the next Management Committee meeting on the 30th March. See above.</p>	
14.	<p>Feedback from meetings/events</p> <ul style="list-style-type: none"> • Stroke working group – a list of issues/comments has been sent to NHS County Durham. • National LINK Conference – Sue and Dave both agreed that this event was not organised well at all. The sessions were bad and another presentation started when delegates were having lunch. Jim R suggested sending a letter of complaint to highlight the issues raised. • Sedgfield Pharmaceutical meeting – update from Doreen Saddler to be circulated to the Committee. • Papers were circulated regarding the report that Peter had written. • NEAS – Mary advised the group on what was happening with the North East Ambulance Service and suggested that the Host arrange for them to come and meet up with the management committee to do a presentation on the new Pathways Project. The call centre which is at Teesdale at the moment is now moving to Newcastle. Mary to put a report together, which can be issued to the management committee members. 	
15.	<p>Management committee members training</p> <p>Julia asked the group to confirm their places for the mandatory training that has been booked during March and April. It maybe that some of the training may need to be repeated for those that could not attend.</p>	
16.	<p>Events</p> <ul style="list-style-type: none"> • Durham Disability Voice is holding an event on the 10th March, members were asked to inform the Host if they are interested in attending • Healthcare commission – Event on the 5th March • Cancer Patients – Event on the 12th March 	
17.	<p>Information items</p> <p>A list of information items that are available to read were attached to the agenda items. Should any of the group require a copy of the items they will need to contact the Host.</p>	
18.	<p>Strategies</p> <ul style="list-style-type: none"> • Carers strategy – A copy will be available after 24th February. 	

19.	<p>Any other business</p> <ul style="list-style-type: none"> • LINK library – A list of items that the Host has in the library was distributed to the group. If anyone would like any of the items to read then they will need to contact the Host. • Jackie asked if the agenda could be shorter agenda. <p>Sue suggested that the agenda is long but there is no other time to discuss the items.</p> <ul style="list-style-type: none"> • It was suggested that the next meeting a large section was put aside to discuss the workplans. • Mary asked if we could find out more about the piloting of alcohol misuse. Jim R said that he would find out some more information regarding the Regional Alcohol Office. • Jim R is finding us a list of the Women’s Institutes groups. Mary suggested trying to get some information on Mothers Unions. 	<p>JR</p> <p>JR</p>
20.	<p>Date of next meeting 30th March 2009</p>	