

**Minutes of the Somerset LINK Steering Group
Tuesday 17 January 2012 @ 11.00am
Unit 2 Bowdens Business Centre, Hambridge, Langport, TA10 0BP**

In attendance:

Steering Group: Penny Rawson, Anne Woodford, Margot Parsons, Diane Jepson, Lorna King, David Boyland, Bob Champion, Elaine Hodgson

Help and Care (Host): Stephen Letchford, Lucy Nicholls, Theresa Raymont

Members of the Public: Lucy Adams, Cliff Puddy, Julie Roost, Chris Rugg, Nigel Engert

Detail:

Action:

1. **Apologies/introductions/declaration of interest updated:**

Apologies were received from Eillean Tipper & Jono Yelland

Introductions were made to members of the public.

There were no declarations of interest to update.

TALK FROM MARGARET GRIZZELL: General update regarding NHS reforms and current status of involvement structures in Somerset.

2. **Agree minutes from previous meeting and status of action:**

Jono is still waiting for a response from Musgrove Park, regarding PALS.

Jono

Lucy still to address a meeting at Magna West Somerset Sheltered Housing.

Lucy

Lucy needs more clarification regarding Mary Clark's Healthcare Assistants letter: It is unclear what evidence this is based on. She will draft a letter to Mary for David's approval.

Lucy

David noted recent concerns about changes to Musgrove Park's patient involvement structures.

Detail:	Action:
<p>Lucy will set up a meeting with David, herself and Musgrove to discuss the situation further.</p>	Lucy
<p>The minutes were accepted as a correct record of the previous meeting.</p>	
<p>3. Matters arising from minutes not on the agenda:</p>	
<p>There were no matters arising from the minutes.</p>	
<p>4. Public concerns/questions:</p>	
<p>Nigel Engert – Public Governor for Somerset Partnership introduced himself with a brief description of his duties:</p> <ul style="list-style-type: none"> • He is responsible for the monitoring of work undertaken by the executive directors of the Partnership. • There are 13 community hospitals in Somerset and he will be visiting all of them. So far he has been to Wincanton, Crewkerne, South Petherton & Chard. 	
<p>He is more than happy to share any relevant information with the Somerset LINK in the future. Lucy thanked Nigel for the work he is doing.</p>	
<p>5. Project Update:</p>	
<p>A Staff Team Update was handed out and discussed. (Attached.)</p>	
<p>6. Presentation: Lucy Nicholls, Chris Rugg, Julie Roost: A Neurological Alliance for Somerset. (Attached.)</p>	
<p>Lucy has been working with a group of local patients and carers who are affected by neurological conditions. This group now wants to set itself up as a 'Somerset Neurological Alliance' as a sub-group of the LINK and have requested a project budget of £2,000 for this purpose.</p>	
<p>Questions were asked by the SG members:</p> <p>Q: Who has paid for expenses so far for these meetings? A: The venue and refreshments have been provided by Clarke Wilmott and travel expenses have been covered by the volunteers themselves.</p>	

Detail:**Action:**

Q: Could the group stand alone when HealthWatch starts?

A: The longer-term vision is for the group to set themselves up as an independent body such as a charity. The current suggestion is for a 12-month period.

Q: Does the £2000 which they are requesting include expenses?

A: Yes

Q: How will other organisations feel if funding goes to the Neurological Alliance?

A: This opportunity has been open to all groups in the past through projects such as the Community Chest, but in this case, a group of volunteers is seeking to set themselves up under the LINK umbrella, rather than a separate group asking for support.

Q: How will the money spent be monitored in the future?

A: Chris & Julie will be invited to the SG meetings in the future (proposed by Bob and all members agreed). There will also submit quarterly reports to the LINK Steering Group.

The Steering Group decision record was completed by all SG members. (see attached.)

The Steering Group agreed to go ahead with this project as proposed.

7 **Feedback from meetings attended.**

Distributed prior to the meeting:

Somerset Primary Care Trust Board Meeting (Bob Champion)

8. **Budget Update:**

The current LINK budget was discussed.

It was noted that £4,500 has been earmarked for Community Chest, and a further £2000 will now be earmarked for The Somerset Neurological Alliance. It was noted that it would be beneficial to carry funds over in support of the budgetary constraints that are likely in year 2012-13. Jono has indicated that he will be on a 6 month adoption leave shortly, and that Steve would be taking over the Enter & View Project. Also in order to save money we would not be having the E & V event which was planned for March. (This decision was partly based on the fact that Jono was finding it difficult to get enough of the E & V team involved in organising the event.)

Detail:**Action:**

It was noted that there is funding for 2012-13 from the Department of Health which equates to around £20k per LA area. It was agreed to ask the LA about their plans for the use of this funding, as many of our activities are related to HealthWatch developments (e.g. Health & Wellbeing Board Rep, CC Rep, Enter and View programme, Equality Delivery System work).

Steve**9. HealthWatch Advisory Group (David):**

This is a new advisory group where we have the opportunity of participating in the HealthWatch tender bid review process, among other things. The concept will be to engage with the County Council commissioners to ensure the successful implantation of Healthwatch Somerset. David had had an exploratory meeting with the local authority representatives where it was agreed that the group would be established involving representatives from NHS, the County Council and from the LINK. .

Ann Woodford, Bob Champion, Lorna King & Elaine Hodgson expressed an interest in joining. David will put their names forward. The first meeting of this group will be on 31st January 2012 at County Hall, and it will meet monthly over the next year.

It was noted that if representatives of the SG participated in the HealthWatch tender review process then the LINK itself would not be able to tender for the HealthWatch contract as a corporate body. Also any expenses occurring would be the responsibility of SCC.

10. Events:

- The next SG meeting in public will be on 21st February 2012 at South Petherton Community Hospital, Bernard Way, South Petherton, Somerset, TA13 5EF (the Education Suite). 11.00-2.30pm with a tour of the hospital to follow.
- Enter & View Event March 2012 – this event has been cancelled, but perhaps a launch of a best practice guide might be made at the AGM.

11. AOB:

There were no AOB

12. Date of next meeting:

21 February 2012

Detail:

Action:

13. **Close:**
2.30pm