

KPCF Steering Committee Meeting Minutes (28/04/21)

**Date of meeting:** 28 April, 2021, 7:00 pm

**Present:**

Agnieszka Czerwinska (AC)  
Beverley Pass (BP)  
Claudia Isaby (CI)  
Christine Flowers (CF)  
Kelly J (KJ)  
Louise Kearney (LK)  
Noreen Ahmad (NA)  
Rosy Farzana Ahmad (RA)  
Rob Harris (RH)

**Apologies:**

No apologies.

**Purpose:**

Fortnightly steering committee meeting to share updates and discuss key goals.

**Previous Actions Items:**

No outstanding actions.

1. Introductions and General Updates

All steering committee members introduced themselves to TB, who will be taking over PCF admin for Carrie Milne. BP welcomed everyone to the meeting and introduced the agenda.

2. Short-breaks Survey

BP mentioned that the PCF has created a survey surrounding the quality of short-breaks services in Kingston. BP mentioned that the survey will be sent out to parents in the local area, and the feedback will need to be added to a report as part of AFC's next consultation meeting.

TB confirmed that he has made some amendments to the short-breaks survey, and that it will be sent out to Kingston parents soon.

3. Finance Update

BP mentioned that KPCF has managed to appropriately spend nearly all of their allocated budget. BP added that a portion of KPCF's funding has been carried over from last year, and that they have also applied for a discretionary grant of £4000.

BP added that the amount paid to EnhanceAble for administrative costs will stay the same for the next financial year.

#### 4. Events & Workshops

BP mentioned that the KPCF will be conducting parent talks in conjunction with Sensational Kids during June and July, and that a steering committee member will be working with TB on this.

TB mentioned that there are now 56 attendees for the KPCF's sleepwise event, and that the event has been shared on the KPCF and EnhanceAble Facebook pages.

#### 5. LGA SEND Peer Review & Parent Focus Group

CI highlighted the lack of available schools, especially for kids that have communication needs. NA added that the reason for this is likely due to the lack of available therapies, which is why so many parents are choosing to educate their children outside of their home borough.

RA mentioned that engagement should be maximised at the next workshop, and should be a priority for the KPCF.

NA suggested that an event could be held for parents who have SEN children at school but don't have any EHCP. NA added that this may bring such parents closer together.

CF mentioned that parents need more support with regard to school curriculums, and how they can be amended to account for their child's disability.

#### 6. AOB.

It was agreed that the next meeting would be held in two weeks time.

The meeting ended at 21:58