

**CHILDREN'S SERVICES PLANNING
MINUTES OF BALLYMONEY LOCALITY GROUP**

**FRIDAY 4th JULY 2014 AT 10.00AM
BALLYMONEY COMMUNITY RESOURCE CENTRE**

Attending:	Iain McAfee	<i>Parent/Comm Rep (Chair)</i>
	Gemma Lutton	<i>CYPSP (Minute Taker)</i>
	Clair McElhone	<i>BCRC</i>
	Selena Ramsey	<i>CYPSP</i>
	Emma McElhone	<i>NHSCT</i>
	Sandra Anderson	<i>CYPSP</i>
	Clare McKay	<i>NICMA</i>
	Kaye Cormack	<i>Phoenix ADHD</i>
	Karen Millar	<i>Home-start Causeway</i>
	Veronica Kelly	<i>NHSCT School Nurse</i>
	Tanya McVicker	<i>NEELB</i>
	Sharon Lyons	<i>Early Years</i>
	Tommie Linton	<i>CHEERS</i>
 Apologies:	Pat Purvis	<i>PHA</i>
	Jonny Donaghy	<i>Ballymoney Borough Council</i>
	Lyn Moffet	<i>BCRC</i>
	Indu Callaghan	<i>Start360</i>

WELCOME AND INTRODUCTIONS

Iain welcomed the group and apologies were noted. A round of introductions took place from all present.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held on 16th May 2014 were reviewed, and were agreed as a true and accurate recording of the meeting.

PRESENTATION – CLARE MCKAY

Clare provided some background to NICMA, a child-minding association working to support and develop registered home-based childcare. The organisation is currently supporting over 2400 child-minders in Northern Ireland.

The services provided by NICMA were outlined with some being - support for home-based childcare, training for existing child-minders, online vacancy service, publications and policy packs.

Clare noted the biggest selling resource for child-minders is the cash book and register. Child-minders use this resource to record everything in this book for end of year tax returns. Receipts also have to be kept and returned for proof of purchases. This proves to be a really useful resource.

Another resource NICMA provides is a policy pack. This details all 29 policies child-minders are required to have in place. This is available to NICMA members for free and non-members for £25. Child-minders have to review their policies every year.

Discussions took place around why a child-minder had to be registered. Claire explained the registration process and a leaflet was given as an example. Support services available to child-minders were also outlined by Clare.

Clare provided information on an app which has been developed.

- **Child Development 0-6**
This app provides instant access to high quality information on child development norms relevant to the 0-6 year's age group. This is free and available to download now.

NICMA provide a number of training courses and information was given on the various courses provided. There is an option for most of these, to complete online and print off your own certificate.

A resource pack was given to everyone present containing information on everything presented by Clare.

Anyone wishing to receive further information please contact Clare McKay, Child-minding Development Officer.

Telephone: 077 3975 3188 **Email:** clare.mckay@nicma.org

STRENGTHENING FAMILIES – EMMA MCELHONE

Emma provided background information to the Strengthening Families Programme. This is a 7 week programme taking place one night per week usually in the evening with a meal provided to all families attending.

Families are split into 2 groups each week at the beginning of each session. One group consists of parents/carers along with one facilitator. This lasts for an hour approximately and is DVD lead. The other group consists of young people and 2 facilitators. Individual topics are covered each week through activities and games. The groups re-join and complete further activities together within each family.

Funding has been received from the PHA to deliver 10 programmes between now and March. The aim is to have one running in each council area. Emma informed the group she is hoping for a programme to commence in September/October in the Ballymoney area.

Funding for each programme includes money to cover a venue, catering, transport and childcare to eliminate any barriers for families to attend the programme. Anyone can make referrals to Emma McElhone if they know of any families who would benefit from this programme.

Emma informed the group of 3 day training for trainers will be taking place in October 2014. This will be for anyone who wishes to become a Strengthening Families facilitator. Emma agreed to send information which Gemma will circulate to the group.

Emma discussed the programme for the Ballymoney area and a potential venue. The venue needs to be ideal as 3 different rooms are required and it needs to be a neutral venue. Phoenix was given as a potential venue to use to deliver a programme. Information will be circulated.

ACTION: Emma / Gemma

ACTION PLAN REVIEW

Disability

Iain spoke with a contact within Choices regarding linking with the group and is hoping to hear feedback.

Selena queried with Anne regarding support for Phoenix ADHD and Steering Group. Gemma to speak with Anne for an update.

ACTION: Gemma

0-4 Sub Group

Iain drafted a letter to Anne about play parks and consultation with young people. Gemma agreed to query progress with Anne and feedback to Iain.

ACTION: Gemma

Sandra completed engagement with parents and it highlighted issues in relation to parents using grandparents and parents using unregistered child-minders. This needs pulled together with recommendations from parents. It was agreed Sandra will coordinate another sub group.

ACTION: Sandra / Iain

Health and Wellbeing

It was noted Clare McKeown put a report together including PHA figures. Selena agreed to meet with Claire to discuss this report. Gemma agreed to arrange this meeting.

Sandra is to link with Cheers to complete participation work with young people around healthy eating. Sandra agreed to complete this over the summer and feedback at the next meeting.

ACTION: Gemma / Sandra

Education Family Support

It was noted Wayne Denner is coming to Ballymoney in October to talk about Online Reputation and Cyberbullying. This will be open to all primary and secondary schools for adults and parents. Iain agreed to circulate information.

ACTION: Iain

Youth 11+

Draft a letter to the council representatives at next meeting and send out.

FAMILY SUPPORT HUB

A lot of referrals are coming through Gateway. Action for Children have secured the contract and will be recruiting staff. When staff are in post there will be a more direct line of communication between the Locality Group and Family Support Hub.

MEMBER UPDATES

Sharon Lyons – Early Years

A conference took place with various speakers and was well attended. This covered brain development and looked at various topics on how your brain worked.

Clair McElhone – BCRC

A Rock School performance is taking place on Friday 18th July in Ballymoney Community Resource Centre. Claire agreed to circulate information.

A 2 day carnival and workshop is taking place in August.

ACTION: Clair

Tanya McVicker – NEELB

Programmes are scheduled over the summer and will include education projects. Various young people are involved in these.

Veronica Kelly – NHSCT

Veronica noted they are currently waiting on funding information coming through.

Clare McKay - NICMA

Clare provided information on training taking place over July and August.

Kaye Cormack – Phoenix ADHD

Kaye noted Phoenix ADHD are providing OCN Level 2 in Understanding ADHD in supporting play. The number of people this will be delivered to is yet to be decided but there is the potential to cover 15-20 people.

A 5 day residential is running over the summer with 15 young people attending.

Summer Schemes are taking place 6 weeks over the summer period.

Karen Millar – Home-Start Causeway

Karen noted everything is running as normal and there is no close over the summer period. There are currently 35 volunteers within Home-Start Causeway. A Family group is planned to run over the summer. A Family day out is to take place in August.

It is hoped to deliver first aid course to all existing volunteers. Half of the money is secured to fund the costs associated with this.

ANY OTHER BUSINESS

Bump Baby

Iain received information on a Bump Baby & Kids Market taking place on 29th November from 12pm-4pm in the Joey Dunlop Leisure Centre. Money raised on the day will be given to Tinylife – the premature baby charity for Northern Ireland. It was noted this is a good opportunity to get information to a large audience on services available.

Surestart

It was noted Surestart had planned to launch in June but were not ready. Services however are already up and running and a date is to be set for the official launch.

DATE AND TIME OF NEXT MEETING

It was agreed that the next meeting would take place on **Friday 19th September 2014 at 10.00am in Ballymoney Resource Centre.**