



Barleyfields Children's Centre Advisory Group Meeting

8 July 2011 12 – 2 pm
Barleyfields Children's Centre, Woolmer Green Village Hall

Action Minutes

Present: Tanya Bedford, Parent; Sue Clark, Stepping Stone Pre-School; Teresa Harris, Parent; Michael John, Knebworth School; Helen Jones, Pre-School Learning Alliance (PsLA); Caroline Long, Parent (Chair); Sue Smith, PsLA; Nina Willcock, NHS Primary Care Trust – Southgate Health Centre (last 30 minutes).

Apologies: Fiona Deans, Parent; Andy Gribble, Woolmer Green Parish Council; Teresa Harris, Parent; Brendan Mallon, St Michael's Woolmer Green School; Nicky Pedder, Extended Services – Consortium 22; Charmaine Rogers, HomeStart North Herts;

Agenda Item	Item / Discussion	Action – by whom and by when
1	Lunch	
2	Welcome, Introductions and Apologies	
3	Minutes of last meeting (5 April 2011)	The issue of representation on the Advisory Group to be addressed at the next meeting.
4	Feedback from Children's Centre Forums	
5	Feedback from parents	Sue to put together a list of groups for children aged 2½ -5 years.
6	Update from Children's Centre Manager	
7	Review of Focused Actions	
8	Review of 2011/2012 Budget	

9	Role of Governors	Sue to find out from Bluebell Children's Centre if they are running training around governance and if we can link with them.
10	SEF	Sue to find out if any Children's Centres in Hertfordshire have achieved a grading of outstanding. Sue to send out the grade descriptors for Children's Centres.
11	Parent satisfaction survey	
12	Any other business	
13	Date and time of the next Advisory Group meeting Wednesday 5 October 2011 From 12 noon – 2 pm at Barleyfields Children's Centre, Woolmer Green Village Hall.	

