



## Barleyfields Children's Centre Advisory Group Meeting

5 April 2011 12 – 2 pm  
Barleyfields Children's Centre, Woolmer Green Village Hall

### Action Minutes

Present: Tanya Bedford, Parent; Teresa Harris, Parent; Michael John, Knebworth School; Glenys James, Knebworth Pre-School; Helen Jones, Pre-School Learning Alliance (PsLA); Caroline Long, Parent (Chair); Brendan Mallon, St Michael's Woolmer Green School; Nicky Pedder, Extended Services – Consortium 22; Charmaine Rogers, HomeStart North Herts; Sue Smith, PsLA; Nina Willcock, NHS Primary Care Trust – Southgate Health Centre

Apologies: Sue Clark, Stepping Stone Pre-School; Fiona Deans, Parent; Jacqueline Harniman, District Partnership Team; Julia Hume, Oaklands School; PC Jamie Johnstone; Hansa Nariapara, District Partnership Team.

	Item / Discussion	Action – by whom and by when
	<p><b>Lunch</b></p> <p><b>Welcome, Introductions and Apologies</b></p> <p><b>Minutes of the last meeting (5 April 2011)</b></p> <p><b>Feedback from Children's Centre Forums</b></p> <p><b>Feedback from parents</b></p> <p><b>Update from Children's Centre Manager</b></p> <p>A written report was circulated prior to the meeting and a copy is attached to the minutes.</p>	<p>Sue to circulate the Annual Conversation report to the Advisory Group.</p>

	<p><b>Review of Focused Actions</b></p> <p><b>2010/2011 Budget</b></p> <p><b>Focused Action 2011/12</b></p> <p><b>2011/2012 Budget</b></p> <p><b>Safeguarding</b></p> <p><b>Any other business</b></p> <p><b>Date and time of the next Advisory Group meeting</b></p> <p>Friday 8 July 2011  Wednesday 5 October 2011  From 12 noon – 2 pm at Barleyfields Children’s Centre, Woolmer Green Village Hall.</p>	<p>Sue to explore further the possibility of working in partnership with Rompers Toddler Group to run an afternoon session; or to run Play in the Park sessions during the summer term.</p> <p>Sue to contact the other Stevenage Children’s Centres to find out how Job Centre Plus arrangements are progressing.</p> <p>Sue to contact Stepping Stone Pre-school to discuss charges for Saturday Dads sessions.</p> <p>Sue to contact Welwyn Health Visiting team, St Thomas Moore Church in Knebworth and Oaklands School.</p> <p>Sue to find out about breastfeeding support training opportunities and to contact the midwife at Knebworth Surgery.</p> <p>Sue to investigate the costs for running the van and make any necessary alterations to the budget.</p> <p>Sue to investigate more economical storage options.</p>
--	---	---

