

Present: PM, JM, AN, AB, HT, AMC	
Apologies: DJ, VC, CP, VV, MR, JH	
Absent:	
Previous Minutes: Sept Minutes have been signed off	AN to liaise with NT to upload to the NPFPG website
Events: <ul style="list-style-type: none"> • AGM <ul style="list-style-type: none"> - Post event evaluation - Positive feedback on speakers - Thank you posted on FB - Next AGM will take place in conjunction with Steering Group Meeting • CAF Sleep workshop <ul style="list-style-type: none"> - Final preparation stage - Numbers so far disappointing - Requirement to complete qualifying questionnaire is no longer applicable • SummerSENdsation 2017 <ul style="list-style-type: none"> - planning meetings have begun - date has been set: Sunday, 11th June 2017 - JM is in the process to apply to the Northants Community Foundation to raise additional funds for the event - Last year the event cost £6000 of which £2000 were allocated to NPFPG - More activities for the over 16 planned 	<p>All to look at constitution and make relevant updates</p> <p>AN to forward updated contact list to NT for e-bulletin mailings</p>

<ul style="list-style-type: none"> The parent engagement calendar has been updated. This will be prioritised at the November meeting 	AN scheduled to attend parent forum at Isebrook Special Needs College and Riverside Hub special needs session
<p>Financial Update (JM):</p> <ul style="list-style-type: none"> Second part of funding has been received New debit cards have been distributed to PM, JM and AN Trustee list has been updated 	ALL to submit any outstanding expense claims
<p>Projects: <u>Data Collection / Survey Monkey</u></p> <ul style="list-style-type: none"> Questionnaire questions need to be discussed and uploaded onto Survey Monkey <p>No progress from last meeting</p>	<p>PM to look into legal implications for data collection/ storage</p> <p>AN to liaise with NT to update membership form</p> <p>PM to obtain membership docs from JP in a format which allows to make changes.</p> <p>DJ to research database systems</p>
<p>Membership:</p> <ul style="list-style-type: none"> The updated Membership Chart has been circulated and amended where necessary – please find attached. 	ALL to check the attached chart and forward relevant forms to AN for central filing and log updating
<p>Website Management:</p> <ul style="list-style-type: none"> Meet the Steering Group page planned 	ALL are encouraged to write a short introduction and why they became involved with NCFG (voluntary publication)
<p>Next e-bulletin Mailing</p> <ul style="list-style-type: none"> Monthly summary of activities Short Breaks Survey Monkey 	
<p>Parent Participation Training</p> <ul style="list-style-type: none"> Recruitment Drive necessary Once we have recruited 10+ SGM/AM we will organise foundation training. 	AN to follow up with GW re trainer details.
<p>Future NCFG Representation</p> <ul style="list-style-type: none"> Please see attached updated overview of future representation. 	<p>NCFG rep required for: CAF webinar 8th November 12:00h</p> <p>AN to continue to log minutes and feedback forms and follow up on anything outstanding.</p>

<p>Past NPFG Representation:</p> <ul style="list-style-type: none"> • Transport Meeting - Need identified to share details of EHCP with providers - Statistics: <ul style="list-style-type: none"> 9000 mainstream 1600 special schools 1400 social care appointments totalling 12000 a day - Focus on independent travel training • 20/20 Vision Event - next planning meeting 28th Oct 2016, questions to be asked attendees at Sleep Workshop 	<p>Feedback Forms to be completed AN to share with SGM when avail.</p> <p>AN to update NPFG presentation</p> <p>AN to liaise with NT to upload meeting feedbacks / summary on the NPFG website</p> <p>AN to liaise with IASS to develop template / system</p> <p>Personal attended meetings / sound bites</p>
<p>Matters Arising:</p> <ul style="list-style-type: none"> • County has currently no autism strategy for children / adults, call to get this in place, 70% of children with autism are not diagnosed • Home Educators don't seem to receive the literature (All about Me) in preparation to the EHCP transfer • NCC is sending out proposals for EHCP calling it draft plan – call for change • Need for Media / Website task and finish group to develop communication plan (who is our audience, how often do we need to communicate, what type of communication, development of easy read flyer) and marketing campaign 	<p>David to raise at DCYPDG</p>

<p>IASS Update: (Anne Wakeling)</p> <ul style="list-style-type: none"> • Anne Wakeling will move to NCC as of 1st Nov to take on interim position as Service Manager for Specialist Support Services • Nikki Taylor will act as temporary IASS Manager • AW shared the latest Short Break Statement with NPFPG. There is also an easy read version now – copies are avail on request • Organising Anti Bullying Workshop to coincide with Anti Bullying Week – 22nd Nov 2016 10:00-14:00h at The Bee Hive 30 avail places – bookable event • Moving on Up conference (24th Jan 2017 at Saints Rugby Ground and Bright Futures (Feb 2017, Park Inn) events will be repeated in preparation to adulthood. • Core Assets are working on Year 9 transfer events • IASS due to move to Angel Street scheduled for Feb/March 2017 	<p>AN to share event material when avail on NPFPG Facebook page</p> <p>NPFPG to apply to discretionary grant to co-host this event</p>
<p>Guest Speaker:</p> <ul style="list-style-type: none"> • Christine Batchelor, Service Manager for Action for Children - Currently offering 5 short breaks clubs in Northants (Brackley, Daventry, Northampton, Wellingborough, Kettering) - Meet and Greet session planned at the end of half term in Kettering - Daventry club – low attendance - Commissioner has not provided database info of children/YP previously using this provision - Bee Hive as venue and location attractive but facilities limited - Action for Children is offering a Stay and Play session for the under 5s, working together with the Portage Team - Identified gap for the 5-8 year olds 	<p>NPFPG survey monkey re short break requirements:</p> <ul style="list-style-type: none"> - AN to draft description of short breaks - AN to list all short break groups currently available with link to Local Offer / flyer - AN to check if there is a parent group in Daventry

<ul style="list-style-type: none"> - Currently recruiting volunteers, have to be over 18 years of age - Target set for 12 children to attend each group - Currently have 2 members of staff, 1 volunteer - Contract until March 2017 	
<p>Future NPFG SGM Dates:</p> <p>Thursday, 10th November 2016 – C1 Thursday, 8th December 2016 – C1 Wednesday, 11th January 2017 – C1 Wednesday, 8th February 2017 – C1 Wednesday, 8th March 2017 – C1</p> <p>All meetings 9:30 – 12:30h at the Bee Hive Harborough Road, Kingsthorpe Northants, NN2 8LR</p>	