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| Date 21st January 2019 | Action |
| Present;  Becky Newman (BN) Lou Burton (LB) Sue Mullinger (SM) Karen Mackness (KM) David Chesman (DC) | Apologies from MC, DM, DR |
| **1 Welcome** |  |
| **2. Questions for Transport Meeting** | Discussions was held with regard to the upcoming meeting with Rebecca from Transport next week on the 29/1/2020. SM and DR have volunteered to attend this meeting and will feedback to the group. Things that were discussed as issues that have been changed are:-   * The importance for parents to prepare their children if there are any unforseen changes. * Contingency plans if a child will not get on the transport, how long do they wait at houses before having to move on. * Journey times   We also agreed we would catch upon all prior questions that we have asked in the past. |
| **3. Local Authority update and news.** | Short break scheme- KM printed this off for all steering group members, it was agreed we were all going to have time to take it in and feedback ready for KM to email LH with the response.  ADHD Contract- it was discussed that none of us had experience with ADHD solutions, KM to ask Lesley if we can publish this feedback request to the public audience.  PFA Offer- Agreed we have not been as active on this as we would have liked due to circumstances affecting us all within our home commitments. Next Meeting date was during school pick up times so noone can attend, however we will wait for further communication on further meetings. |
| **4. Voice live** | Agreed on 19th March as a good date for this,  DR, SM, DR,MC,LB and DM can all attend. |
| **5. AOB** | Thanks to go to MC for organising the workshops, feedback was very positive and at the last workshop 23 parents attended.  28th feb workshop SM & DM can support  Nuero Development Pathway meeting 6th feb – noone can attend  Next regional meeting is the 13th Feb DC/SM to check availabilty |
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