

**THE MACFARLANE TRUST**  
**NATIONAL SUPPORT SERVICES COMMITTEE**

**Minutes of the meeting of the National Support Services Committee held  
at Alliance House on the 22 June 2012**

**Present:** Mrs E Boyd (Chairperson)  
 Mr R Mishcon  
 Mr P Spellman  
 Mr A Burgess

**In attendance** Chief Executive (until 534.12)  
 Support Services Manager

**530.12 Apologies for Absence**

There were none.

**531.12 Minutes of the Previous Meeting**

The minutes of the meeting held on the 25 April 2012 to be amended and signed off at the next NSSC meeting. The Committee confirmed the schedule of grants and disbursements also arising from the meeting.

**532.12 Matters Arising (other than those itemised separately).**

1. As requested by Mr Burgess, the Committee discussed whether Carers Allowance (CA) should continue to be included as income. After discussing this issue, it was agreed in principle subject to costings being provided, which should be submitted to the full Trustees Board for formal approval. If the proposal is agreed by the Board, it is suggested that it should be implemented in September 2012.
2. The following was agreed:
  - a) The NSSC will look at the Office Guidelines and provide feedback at the next meeting.
  - b) Each Committee member was asked to provide a paragraph giving their views on what warrants "Exceptional Circumstances".
  - c) The majority of Committee members agreed that Skipton Fund payments should not be included when determining whether funding for a case is agreed or not.
3. All re-married widows who apply for monthly payments from the Trust should be presented to the Committee on a case-by-case basis.

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4. When calculating the household income for widows, it was agreed that the income of dependents under 25 would not be included however, 50% of a dependents income will be included if they are over 25 years old.

#### **533.12 Policy Issues**

Mr Mishcon gave an update on the Working Party and the following was agreed:

1. A letter to go out to all beneficiaries by the end of the week, which is as a result of the meeting held on the 20 June 2012. It should include a note that funding needs approval from the DH.
2. The pilots for the questionnaire should go ahead as soon as possible.
3. We need to move on with the project.

#### **534.12 Applications, including those circulated by "round robin" for clarification, Cases and Reviews/First Appeals**

Case 1: Deferred – a request for a loan from a PB is something that could be considered under the Reserves scheme.

Case 2: Declined - financial assistance towards debts from a dependent of a deceased PB, to be referred to the THT subject to receiving consent from this individual.

Case 3: Agreed - a grant to cover the British Gas quote subject to the following:

- The pressure needs to be rectified how will this be resolved?
- How much will it cost?
- Will British Gas confirm that they will sort out the pressure?

Case 4: Agreed - subject to Social Services making a contribution.

Case 5: Agreed

Case 6: Declined – no exceptional circumstances.

Case 7: Declined – no exceptional circumstances.

Case 8: Deferred – Committee would like to help but this is subject to receiving quotes from companies.

Case 9: Agreed - a grant towards a treatment room as this preceded the Reserves proposal and there were sufficient health related issues to warrant exceptional circumstances.

Case 10: Agreed – RR to liaise with RM

Case 11: Declined – No exceptional circumstances.

Case 12: Agreed – up to £5,000.

Case 13: Agreed – recommendations.

Case 14: Deferred – a request for a loan from a PB is something that could be considered under the Reserves scheme.

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Case 15: Deferred – a request for a loan from a PB is something that could be considered under the Reserves scheme.

Case 16: Agreed - £500.

Case 17: Declined – no exceptional circumstances.

Case 18: Agreed – a grant of £5,000.

Case 19: Agreed – a grant of £6,000.

Case 20: Agreed

Case 21: Agreed – a grant of £1,831.20 towards the land purchase.

Declined – extension and kitchen as too expensive.

Case 22: Declined – no exceptional circumstances.

Case 23: Deferred – NSSC require an amount so that a round-robin can be done for a quick response.

Case 24: Declined – not exceptional circumstances.

Case T1: Deferred – NSSC would like to help but need to know what other support the family are receiving i.e. GP and Social Services.

Case T2: Declined – the Committee felt that too much has already been spent on driving lessons for son and agreed with the widow that perhaps she should sell the car.

Case T3: Agreed – a grant of £295 for a further 2 months and then these payments to stop.

#### **535.12 AOB**

The Committee noted the following grants that were agreed by round-robins and will be added to the schedule:

- 26/06/12 – Specialist Home Help £331.25  
Balance of £1,025 deferred subject to additional information.

The next meeting of the Committee will be held on the 18 July 2012.

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# NSSC Decisions - 30 June 2010

Ref.	Description	Requested	Agreed	Deferred	Declined	Comments
<b>Deferred Cases from 2 June 2010</b>						
RR	Counselling for Son (HT - DDF)	£1,250.00	£0.00	£1,250.00	£0.00	Clinical view from Medical Trustee Required
3	Reduction of Loan (ZO)	£0.00	£0.00	£0.00	£0.00	Loan reduced from £5,198.5 to £2,599.25
5	Financial Assistance (FA)	£10,000.00	£5,000.00	£0.00	£5,000.00	Full & final settlement to Halifax
9	Rent Assistance (AM)	£477.98	£477.98	£0.00	£0.00	
		<b>£11,727.98</b>	<b>£5,477.98</b>	<b>£1,250.00</b>	<b>£5,000.00</b>	
<b>2nd Set of Papers from 2 June 2010</b>						
13	Financial Assistance (FA)	£2,321.87	£1,983.90	£0.00	£337.97	As per retrospective policy
14	Financial Assistance (FA)	£25,000.00	£0.00	£25,000.00	£0.00	Financial advice required
15	Financial Assistance (FA)	£162.88	£162.88	£0.00	£0.00	
16	Financial Assistance (FA)	£2,014.00	£1,250.00	£0.00	£764.00	One-off payment agreed
18	Roof (AA)	£900.00	£900.00	£0.00	£0.00	
19	Tuition for Son (ED)	£270.00	£270.00	£0.00	£0.00	Review in 3mths
20	Driving Lessons (ML)	£441.00	£441.00	£0.00	£0.00	To be paid in stages
20	British Citizenship (FA)	£800.00	£0.00	£0.00	£800.00	Not something the Trust provides funding for
		<b>£31,909.75</b>	<b>£5,007.78</b>	<b>£25,000.00</b>	<b>£1,901.97</b>	
<b>Hardship Fund - 2nd Set of Papers from 2 June 2010</b>						
17	Financial Assistance (FA)	£1,800.00	£0.00	£0.00	£1,800.00	Not Trust policy
		<b>£1,800.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,800.00</b>	
<b>Case Papers - 30 June 2010</b>						
1	Replacement Radiators (AH)	£1,004.89	£1,000.00	£0.00	£4.89	
2	Accommodation Costs (AA)	£4,112.00	£2,500.00	£0.00	£1,612.00	
2	Cooker (LA)	£500.00	£500.00	£0.00	£0.00	Vouchers to be issued
3	Fridge/Freezer (LA)	£369.00	£350.00	£0.00	£19.00	Vouchers to be issued
4	Accommodation Costs (AA)	£2,037.03	£1,000.00	£0.00	£1,037.03	
5	Fridge/Freezer (LA)	£670.00	£250.00	£0.00	£420.00	Vouchers to be issued
5	Cooker (LA)	£629.00	£500.00	£0.00	£129.00	Vouchers to be issued
5	Tumble Drier (LA)	£489.00	£250.00	£0.00	£239.00	Vouchers to be issued
6	Debt (FD)	Unknown	£0.00	Unknown	£0.00	Financial advice required
7	3 Piece Suite (LF)	£1,000.00	£1,000.00	£0.00	£0.00	
8	Driveway (AA)	£5,500.00	£3,000.00	£0.00	£2,500.00	
		<b>£16,310.92</b>	<b>£10,350.00</b>	<b>£0.00</b>	<b>£5,960.92</b>	

Signed: .....

Date: .....

## NSSC Decisions - 30 June 2010

<b>Loans</b>					
8	Driveway (AA)	£0.00	£2,500.00	£0.00	£0.00
		<b>£0.00</b>	<b>£2,500.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>DDF</b>					
7	Bed & Bedding (LB)	£1,400.00	£700.00	£0.00	£700.00
9	Activities for Dependent (ED)	£425.00	£425.00	£0.00	£0.00
9	Tutoring (ED)	£250.00	£250.00	£0.00	£0.00
		<b>£2,075.00</b>	<b>£1,375.00</b>	<b>£0.00</b>	<b>£700.00</b>
<b>Tabled Cases</b>					
T1	Living Expenses (FA)	£1,500.00	£1,500.00	£0.00	£0.00
T2	Financial Assistance (FA)	£261.80	£261.80	£0.00	£0.00
T3	Mobile Home (MC)	Unknown	Unknown	£0.00	£0.00
		<b>£1,761.80</b>	<b>£1,761.80</b>	<b>£0.00</b>	<b>£0.00</b>

Loan to be deducted from lump sum payable

£700.00 For 2 sons of PB  
£0.00  
£0.00 To be reviewed after 10 sessions  
£0.00  
£0.00  
£0.00 Repayable from compensation money  
£0.00 £65.45p/wk for 3 mths if necessary

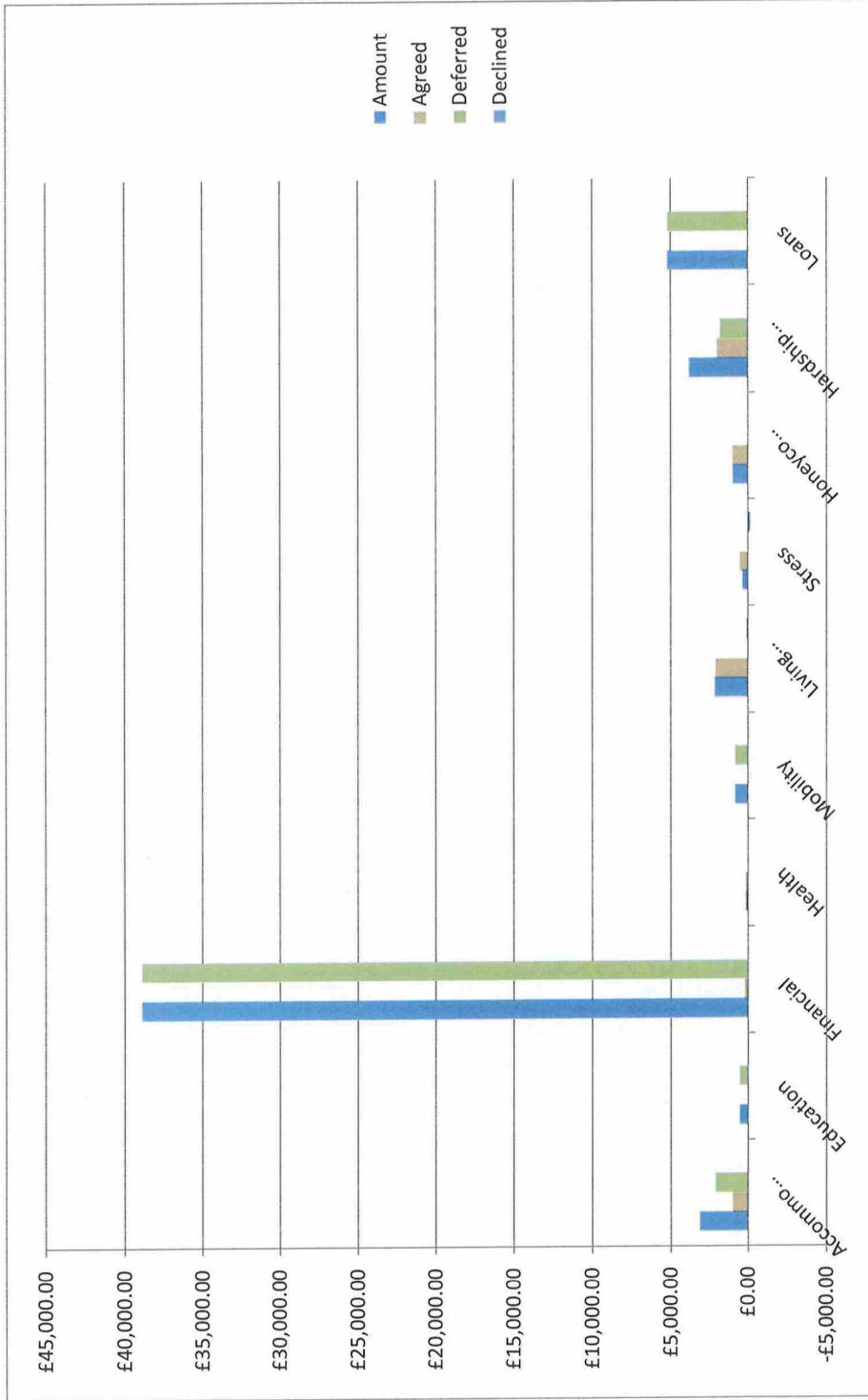
Trust to purchase on a buy back arrangement

<b>Types of Requests</b>		<b>Amount</b>	<b>Agreed</b>	<b>Deferred</b>	<b>Declined</b>
6	Accommodation	£14,031.90	£8,877.98	£0.00	£5,153.92
1	Education	£270.00	£270.00	£0.00	£0.00
8	Financial	£40,560.55	£8,658.58	£25,000.00	£6,901.97
0	Health	£0.00	£0.00	£0.00	£0.00
1	Mobility	£441.00	£441.00	£0.00	£0.00
6	Living Conditions	£3,657.00	£2,850.00	£0.00	£807.00
0	Stress	£0.00	£0.00	£0.00	£0.00
0	Honeycombe	£0.00	£0.00	£0.00	£0.00
1	Hardship Fund	£1,800.00	£0.00	£0.00	£1,800.00
2	Loans	£1,500.00	£4,000.00	£0.00	£0.00
3	DDF	£3,325.00	£1,375.00	£1,250.00	£700.00
28		<b>£65,585.45</b>	<b>£26,472.56</b>	<b>£26,250.00</b>	<b>£15,362.89</b>

Signed: .....

Date: .....

# NSSC Decisions - 30 June 2010



Signed: .....

Date: .....