

**THE CAXTON FOUNDATION
NATIONAL WELFARE COMMITTEE
Held on 23 May 2013 at 10.30am
Alliance House, 12 Caxton Street, London SW1H 0QS**

Present: Charles Lister (Chair)
Richard Finlay

In Attendance: Welfare Manager
Welfare Assistant
Chief Executive

1. Apologies

Vijay Sharman

2. Minutes of the Previous Meeting

The minutes of the meeting held on 18 April 2013 will be amended and sent for approval.

3. Matters Arising (other than those itemised)

a) Board Meeting Update

Charles provided the Committee with a verbal update on what was discussed at the Caxton Board Meeting. The Board has asked the NWC to consider how it might assist clients in greatest financial hardship with some form of regular support. An expert external agency on poverty and its consequences would be asked to advise. It was agreed that the NWC could be more flexible when considering mortgage assistance but applicants will need to demonstrate that they have tried to address the shortfall. The cost of the mortgage will be required as this could determine what assistance can be given and the applicant will still need to look at how they can meet future payments; it may be necessary to do a referral to the debt counsellor. A document should be devised providing clearly defined processes on how a decision will be reached for each case and the Committee would like to review all past cases relating to mortgages.

b) Dates of Future NWC Meetings

The Committee looked at the proposed dates for future meetings and it was agreed that each member will notify the Welfare Team of the dates that they could do.

c) The Number of Clients Requesting Financial Assistance towards Bedroom Tax and Council Tax Shortfalls

The Welfare Officer notified the Committee that only a small number of Clients have requested financial assistance for this purpose.

4. Applications, including those circulated by "round robin" for clarification, Cases and Reviews/First Appeals

1. Agreed: a grant of £350 towards driving lessons; a grant of £62 towards theory and £31 towards practical tests for a Dependant of a Primary Beneficiary (PB).
Declined: a grant of £50 for a driving license and £69 for travel to and from the driving test centre.
2. Agreed: a grant of £750 per month for six months for a Primary Beneficiary (PB) whilst undergoing treatment, subject to receiving information regarding the loss in the PB's wife's income and any additional expenditure incurred during this time.
3. Agreed: a grant of £278.45 to cover flights for a PB to visit his mother in law in Sweden.
Declined: a grant of £81.25 for the PB's passport renewal.

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4. Agreed: a grant of £2,660 to cover a PB's County Court Judgment bill.
Declined: a grant of £ 872.32 to cover a PB's current Council Tax bill and recommended that a referral is made to the Debt Counsellor.
5. Agreed: a grant of £2,600 to cover 50% of the repairs made to a PB's accommodation.
6. Agreed: a grant of £750 to cover 10 psychiatric sessions for a PB and £150 to cover the consultation fees.
7. Agreed: a grant of £500 for a winter fuel payment for a PB.
8. Agreed: a grant of up to £3,500 towards a funeral plan for a PB and agreed that in future, payment can be made for funeral plans to PBs in receipt of Stage 2 payments. Also agreed that the bereavement grant will now be increased from £3,000 to £3,500 and payment can be authorised by the CEO.
9. Agreed: a grant of £429.72 towards material costs for a PB and once the remaining supporting documentation is received for decorating costs a Round Robin will be sent to the Committee to consider the request in its entirety.
10. Agreed: a grant of £650 for a respite break for a PB.
11. Agreed: future loan repayments of £739.43 for a widow up to August 2013 to allow time for feedback from the specialist benefits advisor. The Committee also agreed a grant of £3,000 made payable directly to the pawn brokers to retrieve the items that she had to pawn to make payments towards the loan.
Deferred: a grant towards an outstanding loan for this lady subject to receiving feedback from the specialist benefits advisor.
12. Agreed: a grant of £1,487.80 for groundwork required for a PB's dog grooming business.
13. Agreed: a grant of £750 for a respite break for a PB and £500 for a three piece suite.
14. Declined: a grant of £1,301.12 for alterations to a PB's property as insufficient information received.
15. Agreed: a grant of £250 towards clothing for a Widower and future requests of this nature to be processed through the office.
16. Agreed: a grant of £563.93 to cover a catalogue debt incurred by a PB.
17. Agreed: a grant of £1,000 towards a shed and fencing for a PB.
18. Agreed: a grant up to £20,000 towards an extension to a PB's property, subject to planning permission being obtained and approval from Anne Lloyd.
19. Agreed: a grant of £3,000 towards a car for a PB.
Declined: a grant of £3,000 for the daughter of a PB to attend a school trip.
20. Declined: upheld original decision to decline a grant of £358 for a bed for the daughter of a PB as she is over 21 years old.
21. Agreed: a grant of £105 for hospital travel costs and £105 towards hotel costs for a PB.
22. Agreed: a grant of £267.67 to cover a PB's social fund payment and £164.11 to cover their Concilia debt.
23. Agreed: a grant of £3,000 towards a van for a PB.
- T1. Deferred: grants for debt assistance subject to determining the PB's current situation and a referral to the debt counsellor.
- T2. Agreed: a grant of £500 per month for three months to help with living costs subject to the PB liaising with the benefits advisor.
Declined: a grant for the PB to replace their dewalt machine.
- T3. Agreed: a grant of £1,500 towards debts that a PB has incurred.
- T4. Agreed: that the PB can use any remaining funds from the kitchen/bathroom agreed at the previous meeting for the purpose of replacing their boiler.
- T5. Agreed: a grant of £3,500 towards debts incurred by a PB, which was previously deferred when presented as a round-robin on 29 April 2013.

5. AOB

Round Robins since 18 April 2013 are as follows:

- 26/04/13 – Agreed financial assistance to cover a monthly loan repayment of £739.43 for a widow.
- 29/04/13 – Agreed financial assistance for a widow at £150 p/mth for 6 months; total £900.
- 29/04/13 – Deferred additional financial assistance of £3,500 towards debts for a PB subject to a referral to the Debt Counsellor.
- 01/05/13 – Agreed a grant to cover chimney repairs of £2,032.62 for a PB.
- 02/05/13 – Agreed a grant for a PB whilst undergoing treatment of £750 p/mth for 12 months; total £9,000.
- 07/05/13 – Agreed a grant towards a conservatory of £17,541 for a PB.
- 20/05/13 – Agreed financial assistance to cover a monthly loan repayment of £739.43 for a widow.

6. Dates of future meetings

To be confirmed

**THE CAXTON FOUNDATION
NATIONAL WELFARE COMMITTEE
23 May 2013
ATTENDANCE SHEET**

Name: Mr C Lister

Signature

Name: Mr R Finlay

Signature

Name: Ms Vijay Sharma

Signature

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In Attendance

Name: Welfare Manager

Signature

Name: Welfare Assistant

Signature

Name: Chief Executive

Signature