

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**WEST NORFOLK DISABILITY FORUM**

**Minutes of the Meeting of the above held on Tuesday, 18th April, 2017  
at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn,  
Norfolk, PE30 1EX**

**PRESENT:**

Councillor Anthony Bubb (Chairman)	-	Borough Council
Allison Bingham	-	Borough Council
Esme Corner	-	Queen Elizabeth Hospital
Pat French	-	WNCT
Councillor Mrs Susan Fraser	-	Borough Council
Genevieve Henshaw	-	Guide Dogs
Kiley Holden	-	Care and Repair
June Leamon	-	West Norfolk Patient Partnership
Frances Singleterry	-	West Norfolk Older Persons Forum
Kathy Warner	-	Phobbies

		<b><u>ACTION</u></b>
<b>1</b>	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>Apologies for absence were received from:</p> <p>Councillor Horsbrugh Councillor Lawrence Councillor Sandell Councillor Squire</p> <p>Wendy Blades Jill Darling Helen Sismore Tess Gilder Andy Peacock Jackie Norton-Jones</p>	
<b>2</b>	<p><b><u>MINUTES FROM THE PREVIOUS MEETING</u></b></p> <p>The Minutes from the previous meeting were agreed as a correct record, subject to Genevieve Henshaw's name being added to the list of attendees.</p>	
<b>3</b>	<p><b><u>MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE</u></b></p>	

	<p><b><u>AGENDA</u></b></p> <p><u>(i) Bus Station Toilets</u></p> <p>Allison Bingham explained that she had passed on the Forum's comments regarding the use of contrasting tape on the toilets and options were being looked at. It was unlikely that the door would be replaced again.</p> <p>The Group discussed the toilets and it was suggested that an automated door could be used.</p>	
4	<p><b><u>SECRETARY'S CORRESPONDENCE</u></b></p> <p>There was none.</p>	
5	<p><b><u>REPRESENTATIVE FROM THE HOSPITAL TO ATTEND REGARDING ACCESS TO SERVICES FOR PEOPLE WITH DISABILITIES.</u></b></p> <p>Esme Corner, lead Governor at the Queen Elizabeth Hospital was present at the meeting. She provided the Group with an overview of facilities and agreed to take comments and suggestions back for discussion with the relevant groups at the Hospital. She highlighted the following:</p> <ul style="list-style-type: none"> <li>- The Sustainability Transformation Plan would look at the future provision of services.</li> <li>- Parking issues were constantly looked at and improvements made where possible. The blue badge spaces were as close to the hospital entrance as possible.</li> <li>- Staff Parking spaces were at the rear of the car park.</li> <li>- There was the possibility of providing a buggy service around the car park and this was being looked into.</li> <li>- Wheelchairs required a £1 refundable deposit, or could be unlocked by the volunteers if change was not available. There were signs at the volunteers desk to inform of this and volunteers were always on the lookout for people who may need assistance.</li> <li>- There was Nurse with responsibility for learning disabilities liaison who was available during normal office hours.</li> <li>- Information was provided on the red bag scheme and Health Passport.</li> <li>- The PALS office and other reception desks have the hearing loop facility and endeavoured to provide suitable furniture, bariatric beds and chairs for example, across the hospital</li> </ul> <p>The following comments were made by the Group:</p> <ul style="list-style-type: none"> <li>- Improvements should be made to the tactile area outside the hospital as it suddenly stopped and there was a drop.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Outside of the West Wing was busy, there was often vans or ambulances blocking the drop off points.</li> <li>- Road markings outside the front of the hospital were sometimes confusing.</li> <li>- More seating outside the hairdressers would be beneficial.</li> <li>- Esme Corner to check if the disabled toilets on the ground floor had contrasting colours. It was confirmed that a radar key was not required.</li> <li>- Comments were made regarding the cleanliness of the toilets and Esme Corner agreed to feedback comments to the relevant department.</li> </ul> <p>The Chairman thanked Esme Corner for attending the meeting.</p>	
<b>6</b>	<p><b><u>DDA PLAY EQUIPMENT</u></b></p> <p>Allison Bingham informed those present that a Parish Council was considering installing some new play equipment and asked the Group for their comments on the proposals.</p> <p>The Group felt that the suggested equipment would not be inclusive for all.</p> <p>Allison Bingham agreed to feedback the Group's comments.</p>	
<b>7</b>	<p><b><u>WORK PROGRAMME</u></b></p> <p>The Work Programme was noted.</p>	
<b>8</b>	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>The Chairman explained that an Informal Working Group had been set up by the Borough Council's Environment and Community Panel to look at the future operation of the Forum. The final report of the Informal Working Group would be available prior to the Forum's Annual General Meeting in July.</p>	
<b>9</b>	<p><b><u>DATE OF THE NEXT MEETING</u></b></p> <p>The next meeting of the West Norfolk Disability Forum is the Annual General Meeting and is scheduled to take place on 19<sup>th</sup> July 2017 at 2.30pm in Meeting Rooms 1, 2 &amp; 3.</p>	

**The meeting closed at 3.45 pm**