Southend City Disability & Carers Action Group

An independent group of residents working alongside
South Essex Homes dealing with your disabilities & Caring Needs.

Minutes of Wednesday 14th October 2026 @ 11am Civic Centre room 7

	Those Present: Robert Mac Allister (Chair), Keith Ducker & Charisse Chukwurah	
	Previous Minutes can be downloaded and read on the following website strf.uk – click on Focus groups and Board – click Disability & Carers then scroll down to read the minutes you want.	**Actions**
1.	**Apologies for Absence:** Edna Phillips, Barrie Andrews, Janet Utton, Angela Burrows & Harry Few.	
2.	**Declarations of Interest:** None	
3.	**Minutes and Matters Arising from Previous Minutes:** The minutes were agreed as a correct record. **Matters Arriving from Previous Minutes:** **Items held over from September:** Forward the link for the hearing aid information to the group via email. Update the resident profile to correct the name entry for Hedley Brown.	**CC** **NR**
4.	**Future Meetings and Scheduling**: Confirmation of next meeting dates and locations was given by Charisse. This will be Kestrel House 96 Eagle Way, Shoeburyness, Southend-on-Sea, Essex, SS3 9YX	
5.	**Key Outcomes:** The Sheltered Poster was altered so it showed who we are and what we are about and can do for residents.	

	The term of reference was looked at and some alteration have been done awaiting the agreement of residents at the nest meeting.	
6.	**Items for Future Meetings:** Departments or organisations who have agreed to attend: Occupation Therapy SCC (Have attended) Adults and Communities Lead - jSCC Community Builders Age Concern Achieve, Thrive & Flourish (Have attended) Breathe Easy (Have attended) Everyone Health (Have attended) SEH Fire Manager (Have attended) But asking again for November Send the Right Message (Tricia Cowdrey) Can ask again Dial (from SAVS) If you know of anyone who would be willing to attend and give us a talk on their organisation or department that could help the disabled or carers in Southend, please let us know and we will contact them on your behalf.	
7.	**Any other Business:** No other business	
8.	**Items to be agreed for 2026:** **The Terms of Reference and Code of Conduct are to be discussed at the next meeting as they have not been looked at since last year. Also, other leaflets/posters.**	
9.	**Date of next meeting:** **11th November 2026 - 11am at Kestrel House 96 Eagle Way, Shoeburyness, Southend-on-Sea, Essex, SS3 9YX** We hope to see many more residents at this meeting.	
	Please provide KD with an email address if you have one, as it cost a lot to send through the post. A copy of the agenda and minutes will be emailed or posted out. **Also please supply a phone number just in case there is a late change to venue.**	
	PLEASE REMEMBER THIS IS A DISABILITY AND CARERS GROUP AND ALL MEETINGS HAVE A SET AGENDA, YOU CAN BRING ANYTHING THAT HAS TO DO WITH DISABILITY OR CARING TO THE MEETING. WE WELCOME ANY CONCERNS OR IDEAS YOU HAVE AND WILL DISCUSS ANYTHING THAT IS OF CONCERN OR WORRY TO YOU AS A DISABLED RESIDENT OR CARER WITHIN THE CITY. **ANY OTHER CONCERNS, COMPLAINTS OR HELP NOT RELATED TO THE MEETING SUBJECT, MUST BE AFTER THE MEETING. YOU WILL THEN HAVE**	

	TIME TO BRING TO THE ATTENTION OF THE CORRECT PERSON, ANYTHING THAT IS NOT DISABILITY OR CARER RELATED.	
10.	Code of Conduct: 1. Residents are expected to conduct themselves in an orderly fashion, always respecting other residents, both in meetings and on the premises. 2. Offensive, disruptive, threatening or abusive behaviour and language including racist, sexist, disabled or homophobic inflammatory remarks shall not be permitted and will constitute a breach of reasonable behaviour. 3. Residents will be aware of the equal opportunities policies of South Essex Homes and will at no time act in a manner which is intentionally contrary to the spirit of these policies. 4. Residents wishing to speak should indicate to the Chair, and then wait to be called upon to speak. All speakers should address the Chair. The Chair's role is to make certain everyone has the opportunity to speak. Residents should be careful not to dominate the discussion. 5. Speakers should stick to the subject matter in hand and not stray from the point. 6. Only one person shall speak at a time and there should not be any private debates within the meeting. 7. Any breach of reasonable behaviour will result in a vote of no confidence being called against the offending member and the member will be asked to leave. The meeting will be stopped until that person has removed themselves from the meeting.	
16.	**Attachments:** **Terms of Reference July 2025 amended for 2026.** **Sheltered Housing Poster** **Leaflet to go out to different places x 2**	**KD**