

**Trustee Committee 2020:**

*George Tong; Judith Broome; Paul Roberts; Helen Penn;  
Lina Graham; Robert Eyre-Brook; Vikram Yadav; Susanna Bellino*

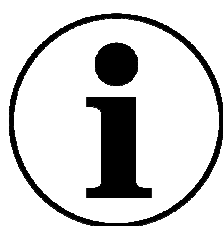
# Kingston Mencap Newsletter

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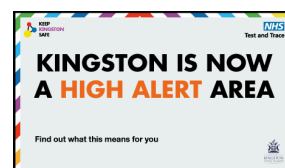
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## MESSAGE FROM THE TRUSTEES

Despite all the problems caused by Covid-19, it has been a very busy time for the Trustees. Judith Paul and George are delighted and exited to be joined by five new trustees: Vikram, Helen, Lina, Robert, and Susanna. We met informally on Zoom and then we interviewed all of our candidates individually.

A big thank you to Michelle for helping us organise the interviews and to Gill and Pat for taking the time to sit on the interview panel.

We feel that we now have a really good group of trustees with a wide variety of skills, abilities and experiences.

What is clear is that we will need an experienced group of trustees to support and help to steer Kingston Mencap through the uncertain times we are now in.

Like everyone else, we are having to adapt and do things differently. Our trustee meetings are now on zoom with occasional face to face meetings if we need to look at particular issues at Searchlight – socially distanced of course.

The annual returns are now available on the Charity Commission Website. Once again, Robert Markless offered us brilliant support as our Independent Examiner and helped us to submit all papers in good time.

As you are all aware, we are unable to restart our regular clubs and activities. Thankfully Michelle has been fantastic at coming up with alternative ways we can meet and helping our members get online to keep in touch.

We are carefully considering how we can slowly reintroduce activities at Searchlight. We are monitoring the government's guidance and want to make sure that anything we do will be as safe as possible for our members, volunteers and staff.

We have received expert support from Nicola Pratelli, who is NHS Kingston's Immunisation Nurse Lead, who offered some ideas about how to make the Searchlight building as Covid-19 secure as possible. Nicola encouraged us to think creatively about the activities we can hold at Searchlight since it is a good size to accommodate safe socially distant activities.

We are very fortunate to be in a strong financial position at the moment but this will not last if we are unable to hire out the building to other groups. Therefore we need to look at other ways of using the building, alternative ways of fundraising and trying to raise funds through grant applications.

We have been successful in getting some small grants already and the Kingston Council have helped us with a three month rent "holiday" but it is very clear that the restrictions in the use of Searchlight are going to go on for the foreseeable future which will present us with a real challenge the longer this goes on.

I am confident that if we continue to be innovative and pull together, Kingston Mencap will continue to thrive and be there for our members.

## MEET OUR NEW TRUSTEES



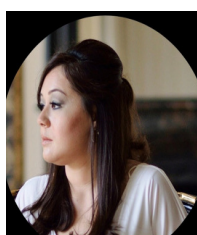
Hi everyone, I'm Helen one of the new Trustees at Kingston Mencap. I'm brand new to being a Trustee and wanted to take up this opportunity to use some of my skills I've built working in a big corporate Travel business. I'm hoping to help with some of the long term planning for our charity. So far I've been working with Michelle and the rest of the Trustees looking at ways of restarting our clubs and reopening the centre safely and I'm also looking for some funding for when we can get back to normal. I'm really looking forward to the time when we all get to meet in person, I've been told great things about Kingston Mencap clubs/events and can't wait to meet you all in real life!

Having worked in the Financial services sector for over 20 years, I am keen to use my experience and skills in the charity sector and give back to the community. We have lived locally for almost 15 years and our two daughters have gone to schools in the area. Although no previous background in the charity sector, having been on the journey trying to help my daughters with mental health issues, I am well aware of the role charities and families play in keeping the community strong and resilient. I am excited about coming on board and joining the trustee and team at Kingston Mencap to support members and families. Vikram



My name is Lina and I am one of the new Trustees who started in July. I am a retired Special Needs Teacher and I also specialised as a teacher for the Visually Impaired and Deaf-blind children. My last job prior to retiring was as an Assistant head teacher at Linden Lodge School (Wimbledon) at the Harris Centre for secondary aged students with PMLD. I am very excited about becoming a Trustee for Kingston Mencap. In this role, even though I have retired, I can continue to use my experience to support the varied special needs for Kingston Mencap members.

Hello, my name is Robert and I became interested in Kingston Mencap because my stepson has enjoyed going to various activities at the Searchlight Centre for many years. I was the head teacher of a primary school until a few years ago and I hope to use the skills and experience I gained from doing that to help me be a trustee. I now work helping other schools but I do this part-time, so I have a bit of time to volunteer. I would like to use some of that time to work with the other trustees in supporting the staff and volunteers to keep providing fun activities, while keeping everyone safe. I'd like to help Kingston Mencap get even better at providing services for all its members.



Hi my name is Susanna and I'm really excited to be joining Kingston Mencap and have witnessed first-hand the wonderful work that is done in the community and at Searchlight. I hope to meet as many of you as possible 'on zoom' but hopefully in person very soon. I was previously a trustee and Chair of Mind in Kingston and have been looking to get back to being a trustee again. I have two children Raphael and Alessandra as well as two cats – Cookie and Elvis. I'm not sure which pair is more of a handful. I currently work in the Ministry of Justice and will soon be moving over to HM Revenue and Customs which will be quite a change. I have spent time working in both the private and public

## GRANT APPLICATIONS

During the economic downturn due to the Covid-19 virus, Kingston MENCAP took the decision to apply for grants while we are unable to raise money from hiring out Searchlight. Submitting grant applications is very time consuming and of course the hard work doesn't always pay off.

I'm pleased to say that we have had some good success. Michelle has had three funding bids approved. The London Community Fund has kindly provided us with £6,900 to fund IT equipment to support us getting our members online and to stay connected to each other. A further £2,500 from the One Family Foundation was also granted to us for the same purpose.

We applied for a grant from Kingston Council for business rate relief to help during the lack of rental income, which was worth £10,000. We also applied for relief from our rent to Kingston Council which was granted for a three month period, which is worth £7,000. Both of these grants will help us to stay solvent while we are unable to raise much needed income from renting out Searchlight to other groups.

We have been notified that the National Lottery Community Fund grant that Helen Penn, one of our new Trustees, applied for was successful. This grant is worth another £10,000 and will be used to help us resume activities once the COVID-19 virus starts to improve.

We are all working hard to keep Kingston MENCAP going in these difficult times. If you hear of any opportunities that you think we should explore, please let us know. There are many different funding pots which we may be able to apply for.

**George Tong Kingston MENCAP Trustee**

## CARERS UPDATE

Since the last newsletter we have met up a number of times with council officers Jonathan Brown and of late with Miriam Smith from commissioning to discuss various concerns and worries expressed by carers. We have minutes for each meeting thanks to Pat our minute taker and I do hope you will join us at the next meeting — date soon!

**Learning Disability England** <https://www.england.nhs.uk/learning-disabilities> received a grant from the Department of Health so over the last few months we have had free access to their newsletters but these will stop at the end of October.

We have decided to join as a carers group thanks to a generous members donation. Part of this donation will pay the 2020 subscription of £25 and the rest will go into Kingston Mencap funds

Gill Wood — Carers Group Organiser

[gillcwood@blueyonder.co.uk](mailto:gillcwood@blueyonder.co.uk) Tel. 0775 936 3747

## FINANCIAL ASSESSMENT FORMS

Just this last week letters (dated 2/11/2020) started to arrive from the council's finance department with regard to the annual review of fees and assessment of contributions. The Financial assessment forms normally go out in April but this year because of the Covid-19 pandemic they decided to delay the reviews for a temporary period but this letter informs you the increase will now take effect as from Monday 2nd November. With this letter and form came a Disability Related Expenditure (DRE) information sheet so do look at carefully to see if you can offset some of the contributions by claiming a DRE or two.

Earlier in the week a letter dated 23/10.2020 was sent informing those who are invoiced for care that there will be a change in invoicing arrangements from November 2020 — we did ask finance for an easy read copy as the letter was quite complicated, but to date we have not received!

If you or your family member have not received either letter please do get in touch with the finance office to let them know:

Tel: ASC Finance Team 0208547 4778

## DIRECT PAYMENT USERS

For those who have a Direct Payment from Kingston council there is a new direct payment card, but existing users you do not need to change unless you want to!

**Involve** have produced in easy read Email: [nicholas.sims@kingston.gov.uk](mailto:nicholas.sims@kingston.gov.uk)

Melvyn Narraidoor mainly deals with the care and support element of the Direct Payment as he employed by the Social Care locality teams.

If there are finance queries then there are 4 x ASC finance teams managed by John Smyth but the point of contact should be with your allocated social worker if you have one and/or if you know who it is!

But if you have a problem then Melvyn is happy for you to contact him and he will forward your query to the right person

Email: [melvyn.narraidoor@kingston.gov.uk](mailto:melvyn.narraidoor@kingston.gov.uk)

## FREE FLU VACCINATIONS

### **Free winter flu vaccinations (inc. nasal spray) for people with learning disabilities and their carers**

Family members, staff working in residential, supported living providers, personal assistants and support workers can ask for a free flu vaccination. When someone with learning disabilities who is anxious about needles, may become seriously distressed and requires a blood test or an injection there should always be consideration of less invasive alternatives. This would include the use of the nasal spray flu vaccine. If you think that the nasal spray flu vaccine would help, then talk to the GP surgery.

[Flu vaccination resources](#)

[New flu awareness video](#) – on behalf of the NHS, Misfits Theatre Company

## CARERS one to one Advice Sessions



Starting on Thursday 29th October David Still from Kingston Carers Network will be providing one to one advice sessions for family carers and thereafter every last Thursday of the month.

Is there an issue you would like some help or advice with, such as welfare benefits (including PIP assessments) changes to your relatives care and support (especially during this Covid-19 pandemic) changes for care services, carers, employment rights or deputyship?

Please do get in touch if you would like to book a telephone appointment with David between 10.30am and 12.45pm to get some independent advice. These appointments are for family carers who have a relative with a learning disability and are Kingston residents. Telephone Michelle to book 07936 359260

## EXERCISE CLASS with Nicola & ART with Janie

On the 3rd November Nicola will be starting a new exercise class at the Searchlight Community Centre for up to 5 people. Kingston Mencap has followed advice and government guidelines to put the necessary measures into place to reopen the Searchlight Community Centre in a COVID safe way



Tues. 3rd Nov.	10.30am – 11.15am Chair dancing/Exercise £5 session
	11.45am— 12.30 Basic Yoga and stretching £5 session
Thurs. 5th Nov.	10.30am—11.15am Strength training/light weights and bands £5 session
	11.45am—12.30 Chair dancing exercises £5 session
	2pm—3pm Art Class with Janie £5 per session
Sat. 7th Nov.	10.30am—11.15am Basic Yoga & stretching £5 session
	11.45am—12.30 Strength training/light weights & bands £5 session

**If people want to stay for the 2 sessions then the cost will be £10. There will be a half hour break for a chance to chat and catch up.**

**There will be no sharing of equipment and you will have to book in advance as this is not a drop in**

**Please contact Michelle to book a place:**

**07936 359260**



## HEALTHY EATING with Helen



**Helen Gardener**, a Nutritionist (someone who knows lots about healthy eating) is starting a weekly Zoom session for people who want to make small changes to what they are eating and feel a bit healthier.

This is a 20 week programme and everyone who joins in will be sent a note book and a step counter as part of this

**Free** course and it will include some cookery demonstrations.

There will be different topics covered each week and Helen will be introducing the Eatwell Guide towards a healthier 'you' and will check how everyone is doing and if they are achieving their weekly goals.

## REMEMBER HANDS — FACE — SPACE

- **Hands** — wash your hands regularly for 20 seconds
- **Face** — wear a face covering in indoor settings where social distancing may be difficult
- **Space** — stay 2 metres apart from people you do not live with
- **Test & Trace** <https://covid19.nhs.uk> Please download the NHS app



## OCTOBER IS BLACK HISTORY MONTH

Black history month is held every year in October and it is a month when we all come together to learn about what black people have done in our history. We need to talk about black history more, because people often do not learn about it at school or TV. Black people have changed the world as much as anyone else, so it is important for us to learn about their achievements. **There is an easy read guide all about Black History Month**

<https://email.mencap.org.uk/4P14-XQ3T-2UTVXH-RIJIM-1/c.aspx>

## HAND WASHING RAP— a bit of fun!



The [handwashing rap](#), produced to help people who have a learning disability by Purple All Stars who all have a learning disability and live in Hertfordshire. Learn how to wash your hands - All together now here we go! <https://vimeo.com/134952598>

## MESSAGE FROM MICHELLE

Hello everyone,

It has now been 7 months since we stopped our face to face clubs and activities, and I know we are all missing seeing each other in person.

Many of you have been enjoying (I hope) the weekly Zoom sessions. Together with Your Healthcare I have been running a sensory story, the Bear Hunt. The team from Involve and I have been running a regular session called 'Let's Talk' where Nick can answer any IT questions and we can catch up. We have also had some special guests joining in such as Storyteller Richard Neville from Kingston Library services. There is a weekly sing a long session and the popular Bingo and quiz sessions every Thursday. I am always looking for new ideas for the quiz so please send them to me.

Ben hosted a Friday night of Bingo which was fun as there were some great jokes from Katie Knowles. I have also been sending out activities by email to keep people busy and this has been made possible by a new volunteer, Jana, who always comes up with great themes like 'World Octopus Day!'

I went to a picnic in Richmond Park at the end of summer which was organised by Gill and Helena, this was wonderful and a great chance to see everyone even though people had to stay in their bubbles.

Kingston Mencap also held a coffee morning at the Searchlight Centre with Nicola popping in to say hello and join in with a chair exercise session. The feedback from this was that people are in need of face to face activities which we are starting soon, and the information is in this newsletter. I look forward to seeing you all very soon

Michelle



## Gift Aid Awareness and SUBSCRIPTIONS

Gift Aid awareness day was celebrated on the 8th October and for a small charity like Kingston Mencap, gift aid can be a great way to boost our funds!

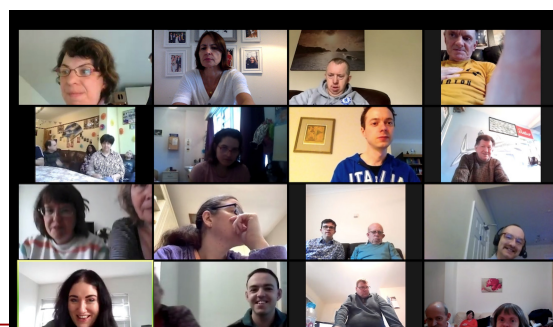
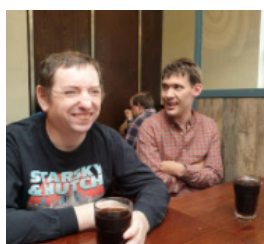
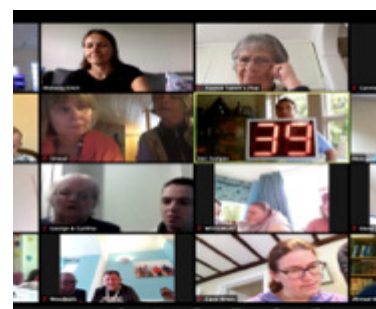
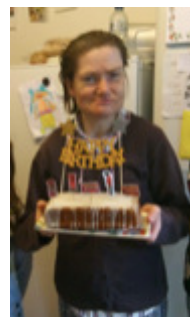
By completing a Gift Aid form when paying a membership subscription and/or donation we receive an extra 25p in the pound, for those who are tax payers, from the Government.

**Membership subscriptions will be due on 1st January 2021** and there has never been a more welcome time!

Please find a Renewal form attached, subscriptions remain at £5. With the closure of Searchlight back in March, the loss of rental income and with no clubs or day activities, it has been a real struggle all summer to make sure we keep our reserves safe, so we will need your support this year as never before!

And with this newsletter you will be receiving a Renewal form, Gift Aid form, Direct Debit form which hopefully will make renewing a lot easier for everyone.

## WHAT MEMBERS HAVE BEEN UP TO !



**JOIN OUR 100 CLUB and chance to win cash prizes**

Kingston Mencap have decided to run a 100 club to raise much needed funds.

BUT we will need your help and support!

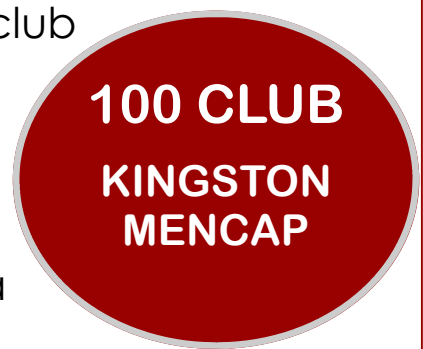
This is open to members, family and friends and for only £24 each year, you will be allocated a number that will be entered into a prize draw each month.

The more people who sign up the bigger the

**3 CASH PRIZES each month**

We hope you will want to join up and support this new way to raise funds for Kingston Mencap

There is a form to be completed which will include the Rules and how you will receive your winnings, so if you are interested please let Michelle know and she will email or post you a form asap  
07936 359260 or [michelle@kingstonmencap.org.uk](mailto:michelle@kingstonmencap.org.uk)



WATCH THIS SPACE .....

**FAMILY PICNIC AT RICHMOND PARK**

## VIRTUAL CHRISTMAS FAIR — 27th November

### Kingston Mencap's Christmas 'Zoom' Fair

This year we are having our Christmas Fair on Zoom. We thought hard about how to hold it at the centre, but we just can't do it this year.!

The 'Zoom' Christmas Fair will be on **Friday 27<sup>th</sup> November at 6.45pm until 9pm.**

Michelle will send more information nearer the time, but this is the timetable so far:

- 6.45 pm Christmas Craft session with Tracey
- 7.30 pm Christmas Carols with Tel and his Ukulele
- 8.00 pm Christmas Bingo with Ben
- 8.30 pm Raffle

If you have any item that would be suitable for the raffle please do let Michelle know asap 07936 359260

**Father Christmas will be joining us live from his Grotto in Kingston. He will read out your letters so please either email Michelle or post them to the Searchlight Centre telling him what you have been doing this year.**

We do hope you will be able to join us ?



## THANK YOU GOOD GYM TEAM



Thanks to Martel and the Good Gym Team for volunteering regularly to keep Searchlight Centre garden looking great. "Unfortunately the weeds just keep coming back."

## KINGSTON COMMISSIONING STAFF

The Commissioning Team is led by **Helen Coombes** (Strategic Commissioning) and **Miriam Smith** (Corporate Head of Service) and the team includes, Commissioners, Brokers, Quality Assurance, Business Support, Peer Advocates  
**NB. IF YOU WOULD LIKE A COPY OF THE COMPLETE LIST JUST LET MICHELLE KNOW AND SHE WILL SEND YOU A COPY**

John-Paul Inglis Senior Commissioner	Learning Disability Lead - Day Services reopening and transformation, Community Equipment, Telecare, digital front end (website) lead, Shared Lives
Hameed Ahmad Senior commissioner	Voluntary Community Services, including older people's day services, Mental Health services, Supporting Providers of Care (Care Market Covid 19 Plan)
Michelle Murray Senior commissioner	Quality & Performance, Supporting independence, end of life and responding to individual need( Care Market Covid 19 Plan)
Adeline Thomas Senior Commissioner	Older & Vulnerable People (Care Homes, Homecare, Supported Housing), Infection Control (Care Market Plan)
Nathalie Wilson Commissioner	Communications and engagement commissioner—internal and external stakeholder, incl. people who use services/carers
Lorna Holloway Commissioner	Market shaping commissioner - provider workforce wellbeing, transition, mental health
Bethan Clarke Commissioner	KCN, Alzheimer's Society, Community Catalysts, Provider Workforce Planning (Care Market Covid 19 Plan), Infection Control Fund, Shopmobility
Freyja Kunz Commissioning Project	Deployed to Transformation team

## KINGSTON LEARNING DISABILITY SERVICE

The adult social care team is normally based at Session House and led by **Jonathan Brown** (Corporate Head of Service Learning Disability & Transition, Locality Team Hubs) 0208547 6205

**Leticia Okwabi** (L.D. Team Manager Health & Adult Services) 0208547 6558

**Ross Tyrell** (Senior Social Worker) **Sian Davies** (Senior Social Worker)

**Evelyn Kasirye**, **Emily Cooke** with 1 vacancy are social workers

**Suzy Hancock**, **Sabrina Edwards** & **Colette Gray** - Transition social workers

**Pinky Taneja**, **Lisa Turner**, **Chris Davies**, **Maria Morra** (maternity leave), **Fiona Griffiths**, **Elvira Sharkey** and **Barry Wyatt** - Support Co-ordinators

**The Kingston Learning Disability team work closely with the Commissioning team based at Guildhall who are the contact with Providers eg. Hft; Balance; The Avenue; Enhanceable etc etc**

## ADULT SOCIAL CARE OPERATIONS

The team is led by **Jane Bearman** (Assistant Director)

The Heads of service and their areas of responsibility:

**Dawn Secker** corporate head of service — locality team hubs, learning and development team, service development and principal social worker

**Gemma Blunt** corporate head of service — safeguarding adults, hospital discharge, access and occupational therapy

**Ian Richmond** corporate head of service mental wellbeing, Dols, Carers, Direct payments

**Jonathan Brown** corporate head of service (part time) Learning Disability and Transition

## RBK ADULT SOCIAL CARE UPDATE

Sharon Houlden is the new Executive Director of Social Care and Health and started on the 19th October and will be spending the coming weeks getting to know colleagues across Adult Social Care, the wider Council as well as our partners and stakeholders.



### Supporting the Adult Social Care Workforce

In Commissioning we are working closely with our Care Providers to support them and the wider care workforce. There are around 4000 people working in care in Kingston, in a range of settings, supporting people with adult social care needs. We are working with providers on issues such as recruitment, supporting the mental and physical health and wellbeing of care and support staff, training and skills (what specialist skills are needed locally to get the best possible support) and valuing and recognising the work they do.

Specific funding has been made available to support care providers and the care workforce with the challenges brought about by Covid-19. This is called the Infection Control Fund and the Council is currently in the process of working through the new guidance and allocating money to providers to support them with infection control measures.

**Involve**, the team of peer advocates who work for Kingston Council, has been busy doing an easy read version of the Direct payment pre paid card.

On Tuesday 24 November Involve is having a friends chat at 5pm on google hangouts. This is for people who have learning disabilities to talk about how you have been in the last few months and how the changes make you feel. They will also ask you about the support you have been getting and if you are happy with it. They will also talk about easy read information and how you understood the changes that have been happening. There will be a fun quiz too. If you would like to attend please email: [katy.bessent@kingston.gov.uk](mailto:katy.bessent@kingston.gov.uk) and she will send you the link.

**Covid-19** has had a real impact on everybody's day to day life, including what we do during the day.

**The Learning Disability Team** will be carrying out reviews with people who have a day opportunities service. The aim of the review is to check whether peoples' needs are being met and to consider if any changes are needed to their support plans.

## NEURO DEVELOPMENT TEAM



Hello everyone

We just wanted to update everyone on what the Kingston Learning Disability Health Team (Neuro Developmental Services) at Your Healthcare have been doing in these difficult times.

During the lockdown most of us were working from home but some people were still doing essential visits and others were redeployed to help out other teams. A group of our staff have continued to help patients in hospital keep in touch with relatives using video calls, which they have really enjoyed doing. During that period we provided welfare calls for our clients, their families and their carers, phoning them regularly to check they were ok and offering advice if needed. Our Specialist Outreach service continued to see people in the community and also supported some people who were in hospital. They also made and delivered around 250 Wellbeing packs, containing advice and activities, to people who were very isolated. Over the summer we gradually got back to normal, however it is a very different new "normal"!

We are now providing all our services but obviously we have to do that whilst protecting our clients by using PPE and social distancing and we are offering more of our advice and input virtually if people prefer. We are running a number of online virtual sessions, including Sensory stories jointly run with your own marvellous Michelle!

We have also been doing a lot of our meetings virtually, which has been challenging.



**Here are some of us at one of our team meetings**

As a reminder we work with adults with a learning disability who have their GP in Kingston or Richmond and our team is made up of Behaviour Analysis, Dietetics, Nursing, Occupational Therapy, Psychiatry, Psychology, Specialist Outreach Speech and Language Therapy.

We can help people with:

Communication; Mobility; Exercises; Postural Management; Health facilitation and appointments; Health promotion; Dysphagia (swallowing issues) Behaviours which challenge; Participation in activities of daily living; Sensory issues; Problems with sleeping; Healthy eating; Healthy lifestyles; Diet and nutrition; Epilepsy; Audiology; Significant Emotional & Relationship Difficulties.

**We are based in Surbiton and anyone is welcome to make a referral or to contact us: [Hollyfield House, 22 Hollyfield Rd, Surbiton, KT5 9AL](#)**

**Tel: 0208 339 8005 Email: [swlccg.nds@nhs.net](mailto:swlccg.nds@nhs.net)**