**APPROVED**

Positive Steps Kemnay

Committee (Zoom) Meeting Minutes 27.11.2020

Attending: Rob Mackay (Chair), Hilda Hart, Hamish Simpson, Anne Reid, Muriel Brydon, Pam Wheatley, Ian Booth

Apologies: Suzanne Forbes-Murray

 Madge Beattie

1. Welcome by Rob Mackay for this last Zoom meeting of 2020, in this strangest of years.
2. Minutes of 9th October Meeting

Approved as accurate

Matters Arising

 Nil – other than on Agenda

3. Finances / Budget

Hilda reported that the Bank balance was £2,884.98, with. Midas Driver’s training for Tim and Rob paid.

Co-op Application for Grant – We were not successful on this occasion, and Hilda reported that we could re-apply in spring 2021, and that other grant sources could also be available. This funding has not been essential, as we have not required funding for hall rental.

Bank Signatories – Ian reported that he had still heard nothing from the bank about the online submission of change of signatory forms. Ian will follow this up with a phone call to RBS. (more to report on this at the next meeting following protracted investigative work by Hilda!)

4. Return to Walking

The three Friday walking groups of Red, Orange and Purple have been walking regularly, whilst practicing Covid-19 guidance from Path For All. It was reported that there had been some negative public feedback on what would appear to be larger groups going about the village. It was stated that we must show that we are an organised walking group, abiding by the guidance given from Paths For ALL. Hilda will re-iterate the aims on the PSK Facebook site and also All About Kemnay to this effect.

Rob reported that we regularly have 20-22 walkers split across the three Friday walking groups (Red group – gentle walking, 5-6 ) Purple group – intermediate walking, 7-8, and Orange group – longer walks, 7-8)

Kemnay Kestrels have been meeting almost every week with interesting local walks, using own transport. Kintore circular had 16 walkers, and this week Green Hill had 13 walkers.

The Buggy Walk group regularly have between 3-8 participants, of young mums and grandparents. Rob now has ordered 500 stiff card leaflets with “It’s good to get outside the house” strap line, and a further 500 cards with “Wee walk, big talk” strap line. Rob also reported that two of the Buggy Walk walkers were going to do online Walk Leader Training when sessions become available. They could then lead Buggy Walk sessions, which is excellent news.

The Village Hall is still closed so no Strength and Balance sessions have been available. It was agreed that we should still maintain contact with those that have not been returning to Friday walks.

Rob reported that he had been in correspondence with Chris Dunhill at Kemnay Academy outreach office (funded by Wood and employed by Aberdeenshire Council), in respect of providing details of local walks that would suit pupils going out for 55 minutes periods. Rob has provided 4 routes, which now will be risk assessed by staff.

Hilda reported that Live Life Well, through Aberdeenshire Council can refer / signpost people with long term conditions such as cancer on to organisations such as PSK. This would be through Claire Wright, Claire Turnbull and Aileen Park.

Ruth who was walking with us as walk leader from August to October has been asked to set up a Health Walk in Inverurie.

5. Volunteers

Online First Aid course: This course was held and those who attended had found it quite useful .

Volunteer Hours: Hilda will contact All Health Walk Leaders and Committee Members in respect of recording a month of time spent on any business in relation to PSK, including phone time, admin, walks etc. This could be quite important for future grant funding.

6. Publicity / Promotion

Website: Ian outlined that further progress had been made on set up of our own website – [www.positivestepskemnay.uk](http://www.positivestepskemnay.uk) Ian will send out details in due course. We have added some documents such as meeting minutes to the website. Ian raised the question about whether this was GDPR compliant. It was agreed to leave these on the site meantime, as long as everyone is aware their names are on the website.

We should encourage walkers and leaders to take photos while walking to include on the website and Facebook page.

Buggy Walk Leaflet: mentioned previously.

7. Kemnay Paths Group

Rob reported that some progress has been made on the updated walking maps, with the Draft Kemnay District Map (outwith the village) in particular. Work is being inputted by Rob, Hilda and Hamish. No further info is yet available from Aberdeenshire Council in respect of the Treasure Trail and Village Map. This is also the case for the sign post at Dalmadilly.

Rob reported he had an email from Dr Melanie Jones in respect of damage caused by horses around the pond path. There was some discussion about this, but it is thought that there is far more damage caused by mountain bikes. This is not a responsibility for PSK, as the ponds paths fall under the remit of the quarry. He will refer the complainant back to the quarry people.

8. Privacy Notice

Ian shall continue to chase for return of privacy notices from Friday Walkers, and Rob will do likewise for the Buggy Group.

The Equality, Inclusion and Protection Policy statement was tabled for discussion. It was discussed whether this should be extended to cover children with the Buggy Group. It was agreed that as the children are supervised by parents or other relatives or a carer, that there was no need for PSK leaders to have PVG cover, but we need to recognise children within the statement. The policy was approved, with a review in 2 years.

9. Any Other Business

It was stated that final day for walking for this year would be 18th December at 0930 at the park, and everyone was asked to wear a Christmas hat and jumper. “Light entertainment” would be provided.

10. Date of next meeting: agreed as Zoom meeting on Friday 22nd January at 1130 hours. (subsequently changed to 19th February 2021 at 1130 hours.)