Approved

Positive Steps Kemnay

Committee Meeting Minutes 17th February 2023, Held in Village Hall, Friendship Room

Attending: Rob Mackay (Chair), Hilda Hart, Madge Beattie, Muriel Brydon Marie Moynagh, Hamish Simpson, Ian Booth

Apologies: Anne Reid, Sandra Collett, Absent: Mel Brown, Ian Scott

1. Welcome by Rob on this windy day!

2. Minutes of 25th November 2022 Meeting

   The minutes were approved as accurate.

   Matters Arising:

   In respect of Hats and neck warmers, Hilda and Midge have been back in touch with Billy at the Thomson Partnership to discuss the beanie hats and neck warmers which can be printed with PSK name and logo. A sample of the neck warmers still to be prepared with the logo printed all over, and for the bobble hats the print of the log has been reduced on the turn-up to be more acceptable. Orders can be placed with no minimum order size. Hats are £6.99+vat, and neck warmers £2.99+vat. It was agreed that we should charge £10 and £5 respectively. Baseball caps for summer time could also be possible and gilets may also be made available later. (Thomson Partnership also has logo for Kemnay Kestrels and these options will be put to them.

   In respect of possible First aid course including Defib and CPR training it was noted that on the All About Kemnay Facebook page there was an ongoing discussion to organise such things through Karen Thomson. Rob will try and follow this up in due course.

3. Finances / Budget Hilda reported that the bank account balance was standing at £4,268.83, including the AVA grant and the Holyrood award expenses. Not included is a recent cheque of £200 from the Bargain Box, Kemnay Village Hall, which was gratefully received.

   PSK will hold in their account £500 for the forthcoming Kemfest event in May, to be accounted for separately within the accounts.

   This amount has come from - £100 - anonymous donation, £200 - from Aberdeenshire Community Planning Partnership (Garioch) and £200 - donation from Station 83 Gym via Michael Howden.

   It was agreed that we should apply for a grant from Age Scotland Keeping the Doors Open Fund for a couple of bus trips over the summer period. Applications close on 3rd March and cash awarded must be spent by end September 2023. Ian B will apply for around £800.
   Hilda reported that we require additional name badges, at a cost of £5 each, which will include some blank badges (not much different cost for blanks). We currently have around 50 walkers on the books and a further 20 on what's app group for the Buggy Group.

4. Volunteers

At the last meeting it was agreed that there was a need for a Volunteer Policy, and Rob tabled a draft for discussion. The general headings are from Volunteer Scotland with advice and bits in between from Paths for All. Hamish queried the section on "grievance and tricky situations, and disciplinary procedure" Rob will look further into that. It was agreed that this is a draft policy and from this could follow some specific procedures. The policy was approved in principle and will be discussed further at a subsequent meeting and also with volunteers.

5. Walking Groups

"We are somewhat victims of our own success" Over the last few weeks there have been 35 / 42 / 40 Friday walkers between the two groups with 25 last week and 4 leaders walking. There is a concern about this number of people on the pavement outside the village hall. This will be discussed at the forthcoming Walk Leaders meeting on 24th. Also to be discussed is the amount of duty Walk Leaders. Rob reported that we are also actively pursuing recruitment of additional Walk Leaders.

6. Kemfest

As part of the Mental Health and Wellbeing activities in May, a group of volunteers have got together to organise a week-long activities from 7th May. There will be an "information market" in the village hall on 7th May to kick things off. There are 22 local groups interested , with Station 83 being overall sponsors, and an overall budget of £500. The theme is anxiety and the response to this. Rob reported that there have been good meetings thus far. A Facebook page will be set up in due course to help publicise. There is also a Steens Walk to be set up through Greener Kemnay from 1000-1400 of 13th May finishing at Birley Bush. Rob will speak further to sue green about this.

7. Reminiscence Group discussion

Prior to discussing the potential set up of a Reminiscence Group, Marie voiced her concerns over the organisation process for the Christmas meal, and if she was to take on the role of heading up the Reminiscence group, she would require to have autonomy to carry out the task. After some discussion it was agreed that Marie would work with Hamish in this role and seek other active participance from the walkers. It was also agreed that the money received from the Bargain Box could be used to fund reasonable expenses in setting up the group (e.g. Training possibly through Age Scotland, hall/room hire etc).

8. Publicity / Promotion

The website www.positivestepskemnay.uk has a generic email address of info@positivestepskemnay.uk.

Nothing else to report

9. Kemnay Paths Group.
   Rob has suggested to Greener Kemnay that there needs to be a "re-boot" of the Path Group. Hamish reported further vandalism of the area at Mavis' benches within the Place of Origin woodland

10. Privacy Notice for Photos / Videos and Verbal Quotes

    Standard Agenda item with forms received and Ian collates the forms. New welcome packs and leaflets will be prepared with the PSK website details attached

    In respect of Data Protection, when sending our general emails to all walkers, they have to be included in blind copy (bcc) section to ensure privacy. In respect of committee and walk leaders, as these are smaller groups IB will email them to ask if their email addresses can be revealed to each other.

11. Any Other Business

    Hamish agreed to revisit and re-publish risk assessments for the walks that we are currently doing.

12. Date of next meeting:

    Friday 31st March 2023 at 1130 hours.