Approved

Positive Steps Kemnay

Committee Meeting Minutes 30th September 2022, Held in Village Hall, Friendship Room

Attending: Rob Mackay (Chair), Hilda Hart, Muriel Brydon, Sandra Collett, Marie Moynagh, Hamish Simpson, Mel Brown, Ian Booth

Apologies: Madge Beattie, Anne Reid, Ian Scott

1. Welcome by Rob with a reminder of our basic ground rules at meeting – to be courteous and respect each other, and respect any confidential information shared. Rob also re-iterated that we are all volunteers, including the office bearers, unlike most of the other Aberdeenshire groups which are partly council run.
   A general discussion ensued about our fantastic achievement of winning the Path for All (PFA) Health Walk Group of the Year 2022 award. More about that under item 4!

2. Minutes of 15th July 2022 Meeting

   The minutes were approved as accurate.

   Matters Arising: Our coach trip to Stonehaven was a resounding success with many positive comments from walkers and leaders alike. It was agreed that this was money well spent and we should aim for further similar outings.

   Hilda has purchased hi-viz vests for the new Leaders and these were mostly used up. It was agreed to purchase more of the tabard style vests and with some blank vests for periodic stand in leaders. Rob related a close shave incident while with Buggy Walkers the previous day, whereby a car had not slowed down for him and walkers. Although we are not authorised to stop traffic, there has never been such and incident before and we must all be aware of the situation while getting walkers across roads.

   Rob mentioned the plaques for benches and Ian showed the finished article that has been made by Kintore Trophy Centre. Ian will now install these on the three Happy to Chat Benches using an appropriate outdoor glue.

Rob has yet to get, and order placed for copies of the annual report (busy with other things recently!)

Midge has been in touch with Billy at the Thomson Partnership to get fair prices for beanie hats and neck warmers which can be printed with PSK name and logo at a cost of £6.99+VAT. These could then be purchased by walkers. Walkers will be polled for interest (yes please!)

3. Finances / Budget Hilda reported that including some outstanding cheque our bank account balance was standing at £2,719.83. As yet we are unsure if the £250 award from PFA doe our Health Walk Group of the Year award would go direct into our bank account of in the form of a multi-store gift token, but Hilda / Rob will find out in due course. Hilda will also complete an expenses form whereby we can claim back the £460 minibus hire cost to get the 10 attendees down and back from the awards ceremony. This is certainly good news.

   Hilda reported that a new AVA Mental Health and Wellbeing fund was opening for applications from 11th October. It was though that we could apply to this fund for continued hall hire from end March 2023 (when the current fund stops). To date this year, we had incurred £413.50 in hall hire costs. It was discussed that it was likely that hall hire costs would likely go up, under the current financial and energy climate. Rob is also looking into the costs of training for volunteers and that this could also be applied to this new funding application. Hamish asked about the Co-op fund. We had been unsuccessful on the last two occasions, but we should consider this again. (Since confirmed this fund opens for applications again in springtime, by which time we should know if the AVA application has been successful).

   It was again stated that it is important that people claim for legitimate expenses incurred on behalf of PSK, as this shows that the Group is being managed properly. It's too easy not to claim!

4. Volunteer Award

   This PFA Award to the PSK Group is a marvellous achievement. It was agreed that the awards ceremony attendees had had a splendid time. There is a fantastic video which is now being shared across social media. This is a short, edited video of all the footage that had been made

during filming a few weeks back. It was discussed that the short video could maybe be given a public airing at the forthcoming Movie Nights showing on 28th October, during intermission. Rob will approach David Lothian about this. Rob will also enquire about how we could see some more of this footage, which should show more of the surrounding area, with a view to show this at the coffee morning during school holidays. Grampian Online has a reference to the awards and we can expect more local press to pick up on this in due course

5. Walking Groups

Rob stated that he supplies a monthly report to Claire Turnbull and for August we had 49 unique participants, with 150 walkers across all groups, 6 new walkers. Fantastic statistics.

Marie stated that she had had interesting discussions with our older members at the Christmas meal and wondered about how we could record some of the stories. This led to discussion about potential history walks and Hilda she was waiting to hear from Duncan Downie about a write up he could do for one of the S&B sessions in October. There used to be a Reminiscence Group, and Rob took on to speak to his wife Liz about this to see "if the embers could be re-kindled." A great suggestion from Marie, which will be looked into further.

Sandra had previously tabled a suggestion about moving to three walking groups. Following the advice of Paths for All as to the ratio of Walk Leaders to walkers, we cannot move to a 3 group model yet and would continue to work with 4 Walk Leaders to support our existing two walking groups. Possibly, walks could be designed to cross over to accommodate shorter and longer routes? Hamish stated that the majority of our existing walks have cut-out points.
It was agreed that at our walk briefings – that it's not a race and we should attempt to stay together as a group. Mel suggested that Walk Leaders could carry a whistle to give warning of traffic or hazard from front or behind. It was decided that we could use the coffee morning(s) at end of October to get these messages across. It was stated that PFA's policy is not to have a "route march" or even a heart workout but concentrate more on delivering a social gathering and give access to walkers of all abilities and add in nature awareness for mental health stimulation.
Rob had tabled a copy of the Health Walk Cards sheet that has been used previously, and Hamish showed the card that

he has for the Men's Group, along similar lines, postcard sized and laminated. We then got on to discuss how to shorten the questions on the form and condense the size of the form to be fitted into a pocket.

6. Volunteers

For the next meeting Rob will produce a draft Volunteer policy, based on the PFA policy. This would include statements about:
Setting expectations
Providing support
Providing regular updates
Providing awards

7. Christmas Meal 9th December

Thanks to Marie and Sandra who have taken on the job or organising the Christmas meal. The menu is now available, and costs will be set at £20 for two courses and £23 for three courses, both inclusive of a tip. Information about the Christmas meal will be disseminated at forthcoming walks with Marie and Sandra available to start collecting menu choices and £10 deposits from 14th October and using the two coffee mornings on 21st and 28th finalise attendees (up to 50 possible at golf club) Final payment would be before end November.

8. Publicity and Promotion

The website www.positivestepskemnay.uk has a generic email address of info@positivestepskemnay.uk. Ian has started to modify the site and will add the news about our award (since done)

9. Kemnay Paths Group

Nothing new to add about paths. Hamish asked about the graffiti that had been made on s block at the summit of the Place of Origin and also on one of the benches. This will be further taken up with Breedon. Marie mentioned a spray that could be used on graffiti

10. Privacy Notice for Photos / Videos and Verbal Quotes

    Standard Agenda item with forms received and Ian collates the forms.

11. Any Other Business

    Hilda mentioned that the office bearers still have to discuss the format of the AGM and the Constitution.

    It was agreed that the coffee morning of 28th October would be our official celebration date for the PFA award in the Friendship Room – with cake!

12. Date of next meeting:

Friday 25th November 2022 at 1130 hours for next Committee meeting.