Approved

Positive Steps Kemnay

Committee Meeting Minutes 31st August 2023, Held in Village Hall, Friendship Room

Attending: Rob Mackay (Chair), Mel Brown, Marie Moynagh, Claire Neisham*, Hamish Simpson*, Ian Booth.

Apologies: Madge Beattie, Muriel Brydon, Sandra Collett, Hilda Hart

Note * Claire and Hamish arrived later in the meeting due to mix up with meeting times – Rob apologised for the confusion about this.

1. Welcome by Rob. The meeting was declared quorate and see note above.

2. Co-option of Claire Neisham to Committee

   Rob had proposed that Claire be co-opted as a committee Member, and this was unanimously agreed by those present. Welcome Claire.

3. Minutes of Meeting of 14th July 2023

   The minutes were considered as accurate and duly approved.

   Matters arising: Rob explained that the "land grab" planning application at Dalmore House (ref item 10 Kemnay Paths Group) was still ongoing. However, the owner had amended the application to leave a walking path route past the premises.

   Hamish (aided by his wife Jean) has produced a streamlined version of the Health Walks Risk Assessments and presented this to the recent Walk Leaders Meeting. This is an excellent folder, and each Leader has a copy to use for reference. Many thanks to Hamish and Jean.

4. Finances and Budget: Hilda had provided a short statement of the finances ahead of the meeting. The bank balance as of 26th August was £4208.13. A cheque has been given to Hamish for materials for the RA folders. The bus trip to Keith Hall on 8th September has been fully paid, and we await the invoice for the August hall rental. We await with crossed fingers on approval of another grant application to Age Scotland for another bus trip during the winter spring season. (Ian following this up but no word as yet).
   Our annual return has been sent off to OSCR.

5. Volunteers

   Yvonne and Sue (Friday Health Walks) and Claire (Buggy Walks) have gone through Walk Leader Training recently and given feedback about the common-sense approach and meeting up with others at the face-to-face training. Welcome Claire, Sue, and Yvonne as volunteer Walk Leaders.

6. Walking Groups: From this week we will be trying to get three Leaders organised for the longer Health Walk due to the numbers currently walking. We already have three Leaders on the gentle walk. September is also a 5-week month, so it's more difficult to get this organised. We have had 8 or nine new members since June.

   The Buggy Walk also has had some new members, while some existing members are returning to work.

7. Constitution:
   Rob explained that the existing Constitution document is pretty basic and did not include Membership as a principal constituent. (Please see note that accompanied the agenda and appended to the end of this minute). In addition to the statements about membership a sentence will be added to the form for approval of photos and verbal quoted to reflect members agreement to the walker's agreement that come from Path for All.
   "Quora" words to be changed to "quorum" to be grammatically correct. We spoke about a quorum of 4 for a committee meeting and 6 for the AGM or EGM.
   Ian raised a discussion point about the term "Trustees" which we use on our website and correspondence from OSCR, but this is not mentioned in the amended Constitution document as yet. This term will be further checked. Is there a legal difference between "Trustees" and "Management Committee Member"?
   The format of the amended Constitution document was agreed in principle subject to the above points being clarified. Once these amendments are made the document would be sent to OSCR for their approval, brought back to Committee, and then formally presented to an EGM (extraordinary general meeting) for adoption.

8. Charities event at Kemnay Academy 19th September 2023

   Local charities, including PSK, have been invited to take part in this event whereby we will have the opportunity to display leaflets and posters and respond to question from S3/S4 pupils about what we do in the local community. (Please see item 2 of the addendum below). Rob will attend and set up a small stand on behalf of PSK. Rob asked if we should consider a table banner (similar to those that Greener Kemnay have). This was thought to be a useful addition to our display materials and will be checked out.

9. Kemnay Health Visitors & Messy Play Project

   Rob met with local Health Visitors in respect of setting up a Messy Play event in the Village Hall – this as s follow up to a successful one during Kemfest at the Church Centre. (Please see item 3 of the addendum note below) The proposal would be that the Health Visitors would purchase materials (from their own pocket, as there is no budget for this!), PSK would refund them and then donations from the event would come back to PSK to offset the costs. As it is a low-cost event it was agreed by the committee that this would be a very worthwhile wee project. We would

help fund it this time, and for any proposed repeat project we could look at availability of grants for this specific purpose. For instance, we could contact the funding person at AVA. The meeting agreed to support this project and the point was made that by doing this we are signifying that Positive Steps Kemnay is not about supporting one particular group but are there for the whole community.

10. Kemnay Trishaw Project

Please see item 3 of the addendum note below. After some discussion the Committee agreed that we should support this project wherever possible

11. Kemnay Paths Group.

Rob intimated that the Paths Group had met with a PfA representative at the Golf Club to get views and explore how to develop the Paths Group, including potential funding routes.

Breedon have cleared the top paths leading to the Place of Origin, but as yet Greenbelt have not responded to a request to clear the wooded paths and in particular the core path through the middle of the wood. Rob will try and progress this through Aberdeenshire Council, this being a core path.

12. Reminiscence Group development

Marie and Hamish had their first meeting with the Tuesday Centre folks and had been well received. Hamish has approached Ivy Guyan at Inverurie Heritage Centre who was very responsive and dug out lots of photos for discussion at the October meeting. the following meeting will involve a representative from Aberdeenshire Libraries. Good progress and well done to Marie and Hamish.

13. Publicity / Promotion Any Other Business

The website www.positivestepskemnay.uk has a generic email address of info@positivestepskemnay.uk. The PSK Facebook page is very active, and we have 3 ads in the Newsletter monthly at no charge.

It was agreed that we should advertise the proposed Messy Play project via the Newsletter and share on the Facebook page.

14. Any Other Business

Nil

15. Date of next meeting:

Our next meeting will be Friday 20th October at 1130 hours.

For the next meeting to be held on a Thursday the preference would be for an afternoon meeting 1330 – 1500 (we'll get it right next time!)

Additional Information for Cttee. meeting on 31/08/23

1. Amended Constitution
   The main addition has been Membership (item 3), applying to all who walk with P.S.K. and are registered with Paths for All and comply with the statements in the Health Walk agreement card.
   We have also added to the Management Cttee a maximum number of 12 members and that a quorum for a meeting be 4, whilst that of an Annual General Meeting be six.
   No change has been made to the Objective and Purpose, which for the Scottish Charity Regulator (OSCR) is the crucial factor, as these Objectives must comply with their legal definitions and framework of a Scottish Charity.
   I am asking for the committee to approve these amendments and then we will submit it to O.S.C.R. for their scrutiny and recognition; this should not be a long process. Then we will take it to an Extra-Ordinary General Meeting of our members for approval of this amended Constitution.

2. Charities event at Kemnay Academy on 19th September
   Local charities, including PSK, have been invited to take part in this event whereby we will have the opportunity to display leaflets and posters and respond to question from S3/S4 pupils about what we do in the local community. It starts from 9 a.m. and I have committed myself to be there.
   Is anybody else interested to join me?

3. Partnership with Kemnay Health Visitors
   The Health visitors are important partners and assist the Buggy Walk group by distributing information about our walks to new parents. They ran a Messy Play session in May which was hugely popular with parents & children and wish to run another session this winter and spring. This is a low-cost event – probably £75 per session – but the problem is they are not allowed to hold petty cash so have to meet the costs out of their own pockets. As a result, they have held talks with me to see if we could come up with a partnership solution. I will explain the details of how this could work on Thursday and make a proposal.

4. A Trishaw project coming to Kemnay?
   A Trishaw is like a rickshaw and built like an adult-sized rickshaw – a charity called Cycling Without Age Scotland has used this to allow older adults to enjoy being driven around their communities and enjoy the sights and sounds.
   It is driven by two volunteers – the pilot and a supporter both of whom are volunteers. Somebody called Graham Watson, who lives in Kemnay, is a stalwart of the Inverurie scheme and is proposing to start a similar project in Kemnay. This will require fund-raising and the recruitment of volunteers.
   Hilda has posted more information about this on our Facebook page.
   In the past we have tried to arrange for the Inverurie-based Trishaw to come to Kemnay, but this has not proved possible. We know some of the Gentle Walkers would love this and so it would be a great addition to have a Trishaw project based in our community and would contribute to the objective of helping the inactive to be

active. Paths for All support this scheme and we will support the development of this project, I am sure.