



## Portlethen & District Meeting Minutes

<b>Time &amp; Date</b>	<b>1:30pm on 26/01/2016</b>		<b>Meeting Venue</b>	<b>Community Centre, Portlethen Academy</b>
<b>Present</b>	G. Pringle, J. Shackleton, M. Rodger, H. Mutch, J. Coull, J. Robertson, J. Milne, N. Fraser, W. McMillan, J Ingram, G. Constable (AC), D. Connolly			
<b>Apologies</b>	W. Green, J.Schroder (AVA), J. White			
<b>Approval of minutes</b>	<b>Proposed</b>	M. Rodger	<b>Seconded</b>	J. Milne
<b>Matters Arising (not discussed elsewhere)</b>	<ul style="list-style-type: none"> <li>G. Pringle purchased laptop but requires Office to be installed</li> </ul>			
<b>Fundraising Publicity &amp; Recruitment</b>	<ul style="list-style-type: none"> <li>Age Scotland – £4,000 paid into our account on 22nd January</li> <li>We have been awarded £900 from the Co-op Local Fund to be paid by the end of February</li> <li>We will receive our cheque for £3,810 from the Meikle Carewe Wind Farm at the KDP meeting on Thursday</li> <li>We plan to take the Shed on the Road and hold a meeting/social event at the Lethen Arms on February. W. McMillan to check availability</li> </ul>			
<b>Building Progress</b>	<ul style="list-style-type: none"> <li>Kevin Groundwater (The architect) has informed us that the building warrant is not yet approved, in order to get the warrant, we need to design a soakaway for the Portacabin surface water drainage. the quote from SA Macgregor to attend site and carry out soakaway test, design and certification £250.00 (no VAT)</li> <li>Councillor Evison has informed us that an order is being raised for Bancon to look at the roof due to the storm damage.</li> <li>She has also said that the invoice for the work done internally by Bancon has not yet been received - once it is, officers will check off what was charged for against what was done ( including regarding removal of rubbish.)</li> <li>W. McMillan, N. Fraser and John Coull met with Jeff Davidson of JDC on Friday 15th of January. JDC can start internal demolition and install windows within the next few weeks</li> </ul>			
<b>Current Financial Position</b>	<ul style="list-style-type: none"> <li>Cash at bank £21,715</li> </ul>			
<b>Communications (not discussed elsewhere)</b>	<ul style="list-style-type: none"> <li>Email from Tim Green, the Community Development Officer (Men's Sheds) will be visiting on 16th of February to catch up and to carry out an evaluation of the difference that was made to the Shed by the Age Scotland Grant toward the Portakabinn</li> <li>Can bring along copies of Age Scotland's Winter Survival Packs</li> </ul>			
<b>AOCB</b>	<ul style="list-style-type: none"> <li>Bernadette Dawkes from Mearns &amp; Costal Healthy Living Network to meet the members at Open Day on January 28th</li> <li>Need to conduct a Skills Audit -Skills, Hobbies, Education, Training, Interests</li> <li>Then form sub-committees to develop policies and procedures by matching volunteers to roles</li> <li>The Clochandictor and Newsey are wanting articles for March Edition, G. Pringle will write article based on quotes from members. Members requested to write a few sentences</li> </ul>			
<b>Next Meeting</b>	<b>1:30pm on 9/02/2016 In the Community Centre, Portlethen Academy</b>			



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(AVA), H. Knox, W. McMillan, G. Constable (AC),