



Portlethen & District Meeting Minutes

Time & Date	1:30pm on 23/02/2016		Meeting Venue	Community Centre, Portlethen Academy
Present	G. Pringle, J. Shackleton, M. Rodger, J. Coull, J. Milne, J. White, W. McMillan, G. Constable (AC), W. Green, H. Mutch, J. Robertson,			
Apologies	N. Fraser, D. Connolly			
Approval of minutes	Proposed	M. Rodger	Seconded	W. Green
Matters Arising (not discussed elsewhere)	<ul style="list-style-type: none"> ▪ Roadshow at the Lethen Arms on Friday the 26th February all welcome to attend ▪ Skills Audit – Only a few have been received Skills, Hobbies, Education, Training, Interests ▪ Many thanks to all who turned up to meet Tim Green, the Age Scotland, Community Development Officer (Men's Sheds) on 16th of February ▪ J. Coull & J. Robertson to represent the Shed on the AUSA Charity Parade on Saturday 19th March at 7.30pm leaving from Marischal College. G. Pringle contacted AUSA and they will travel on a float. ▪ W.Green & G. Pringle attended the Furniture Lodge Community Engagement Event on 19th February to explore potential working relationships. They are keen for the Shed to be involved and many contacts were made. 			
Fundraising Publicity & Recruitment	<ul style="list-style-type: none"> ▪ Funds specifically for renovations and Portacabin stands at £22,310 We need to instruct JDC on how much we can spend and on what item. ▪ J. Schroeder is holding a joint LEADER Funding application meeting for the Southern Aberdeenshire Men's Shed's on Friday the 26th of February W. McMillan & M. Rodger to attend. ▪ The Big Lottery Improving Lives application almost finished, waiting on revised quote from JDC 			
Building Progress	<ul style="list-style-type: none"> ▪ Kevin Groundwater (The architect) confirmed that there would be Architects Fees last year and this was recorded in the minutes of 17 March 2015 ▪ Approval was given for the purchase of the Portakabin from JDC and the invoice was paid ▪ JDC has started work on the 'slap through's' on Monday the 22nd and hope to Install windows soon. ▪ It was decided to seek a meeting with Jeff Davidson of JDC regarding the re-quote received shortly before the meeting. The quote was £28,410 + VAT for the main Building & £23,667 + VAT for the Cabin giving a total of £52,077, £62,492 including the VAT. The questions to put to Jeff are on the attached sheet 			
Current Financial Position	<ul style="list-style-type: none"> ▪ Cash at bank £25,520.36 			
Letters, Emails, etc. (not discussed elsewhere)	<ul style="list-style-type: none"> ▪ 			
AOCB	<ul style="list-style-type: none"> ▪ It was decided to have stalls at the Portlethen Gala (13th August) and Skateraw Fair (27th June). G. Pringle to arrange ▪ The possibility of a Roadshow event in Stonehaven was discussed, we will see how the event at the Lethen Arms on Friday goes before deciding ▪ G. Pringle to investigate the cost of Men's Shed tee-shirts 			
Next Meeting	1:30pm on 08/03/2016 In the Community Centre, Portlethen Academy			



Portlethen and District Men's Shed

Construction Committee – Questions for clarification with contractor

Meeting 23/02/16

1. Estimated costs are no good for funding bids – Group continually being asked to look for further moneys.
2. CO2 detector – Why when there is no gas supply in building? Is this a smoke detector?
3. When detailed as provisional is this the cost basis or work to be done?

Portacabin

1. What are prelims? What is this cost for?
2. Delivery costs? Was this not to be free?
3. What are ground works/What are building works?
4. Do we need to upgrade footpath at this time?
5. What does the joiner fit out entail?
6. What does the plumbing fit out entail?
7. What does the electrical fit out entail?
8. What is this £2000 handrail? Is this for the path? If no path this is a cost that is not needed.
9. Soak away drain/drainage – Was this not included in original ground works quote, if not, why not?
10. Why is rockwool/firewall in portacabin quote?

Former toilet block

1. Would the room require four high level quartz heaters?
2. Cost of fire alarm system appears high?
3. What are twin sockets in portacabin (toilet block quote)?