



Portlethen & District Meeting Minutes

Time & Date	1:30pm on 19th April 2016		Meeting Venue	Community Centre, Portlethen Academy
Present	G. Pringle, J. Shackleton, M. Rodger, J. Milne, W. McMillan, H. Mutch, J. Robertson, N. Fraser, W. Green, J. Coull ,G. Constable (AC),			
Apologies				
Approval of minutes	Proposed	Margaret Rodger	Seconded	John Robertson
Matters Arising (not discussed elsewhere)	<ul style="list-style-type: none"> ▪ George Pringle has sent list of sizes and names to JDC for 20, Navy Blue, Polo Shirts with 'Shed' Logo on Chest and JDC Logo on Right Sleeve ▪ Walter McMillan will investigate the surplus tools at Palmaris, the next time he is at JDC ▪ The Soup 'n Sandwiches event in the Party Cabin on 7th of April was well attended and a lot of good information was shared with the many members of Afford Men's Shed. Approximately £119 was raised for Shed funds ▪ Members to think of ideas for the type of event we would want to have in the Lethen Arms, a Quiz? A Darts or Pool Tournament? Or other? 			
Fundraising Publicity & Recruitment	<ul style="list-style-type: none"> ▪ George Pringle has sent a thank you email to Michies Chemists in Portlethen for the Donation of £150 ▪ The Foundation Scotland application completed need three quotes for woodturning lathe before sending in application. Members are asked to think about the equipment we would like in the Shed, ▪ We will ask AUSA if they would fund a Bandsaw rather than a Planner/Thicknesser, when they visit which will probably be on our Open Day on the 28th. ▪ Afford Men's Shed have invited us to visit them and see their surplus equipment/tables 			
Building Progress	<ul style="list-style-type: none"> • George Pringle emailed Kevin Groundwater (The architect) regarding the Building Warrant. There is only one Engineer to cover the whole of Aberdeenshire, so it may take some time • Alison Evison has been pushing for the CAT to be completed and have been told that we will receive the terms of agreement by Friday the 22nd of April. • No progress on the capping of the toilets and the fixing of the roof • The new back door in the Shed requires to be painted to prevent weather damage, Walter McMillan to discuss with Jeff Davidson • Walter McMillan has discussed the ground in front of the shed with Ian Thomson of Landscape Services and he has asked for us to come up with ideas of how we will use it. Once we know what we will do with the land, the Council will come along and remove the bushes. We will be required to sign an agreement to maintain the ground. 			
Current Financial Position	<ul style="list-style-type: none"> ▪ Cash at bank, currently £ 11,155.97 of which £5,399 is Restricted Funds for the refurbishments. (£4,540 from Awards for All and £859 from the NHS Endowment Fund) leaving £5,756.97 unrestricted 			
Letters, Emails, etc. (not discussed elsewhere)	<ul style="list-style-type: none"> ▪ Holly Bruce, President of AUSA has emailed to say that they want to pay us a visit. George Pringle has invited them to the Open Day on the 28th ▪ Email from Charles Sands. The SBA organizes car boot sales in the Market Square every Sunday morning, roughly every second week is available to a LOCAL not-for-profit group to run as their own event (with SBA help, as necessary), with the first charity week on 24th April. The charity gets to keep the pitch fees, and if they want they can encourage their friends to come along and sell "for free" (with the takings going to the group!) We encourage the charities to turn their Sunday's car boot sale into their own event, if they wish. Alison Evison has volunteered her services for a May/June Event. George Pringle to reply and ask availability ▪ Email from Melanie Torrance of the Newtonhill Village Association who are looking for a builder to carry out work on the Bettridge Centre and asking who are our builders. George Pringle has put them in touch with JDC ▪ Email received from Brigitte Matthews, Senior Co-ordinator of Kincardine & Deeside Befriending asking for help in finding a new Treasurer. George Pringle has put their request on our Social Media, but if members know of anyone who would be interested please let us know. ▪ Margaret Rodger received an email from Time Green of Age Scotland who are requesting us to complete an End of Grant Report, Shed Members to complete a Questionnaire, the Trustees to complete a Questionnaire to evaluate Age Scotland's support and a Model release form giving us permission to use 			



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	any photographs related to your grant for publicity. They also sent Information and an Application Form for their new grants programme
AOCB	<ul style="list-style-type: none">▪ The date of the AGM is to be changed to the 28th of June in order to bring the AGM and our Audit into line. George Pringle to inform the people that we have sent out invitations of the change.▪ George Pringle to update OSCR, now that we have received confirmation from RBS that they have adopted the new Trustees▪ George Pringle suggested we investigate the Purchase of a Pavement Blackboard (the type used by Cafés and Restaurants) that we can use to attract the attention of the public to our events such as the Open Day. Members are asked to keep a look out for a suitable item
Next Meeting	1:30pm on 3rd May 2016 In the Community Centre, Portlethen Academy