



Portlethen & District Meeting Minutes

Time & Date	1900 on 1st November 2016		Meeting Venue	Community Centre, Portlethen Academy
Present	W. McMillan, M. Rodger, G. Pringle, W. Green, J. Robertson J. Coull, G. Read, H. Mutch, S. Davidson, G. Read, M. Dear, C. Pike, M. Scutt			
Apologies	G. Constable (AC)			
Approval of minutes	Proposed	W. Green	Seconded	H. Mutch
Matters Arising (not discussed elsewhere)	<ul style="list-style-type: none"> • No Progress in arranging a Quiz Night in the Lethen Arms. • The Audit has been amended, but still requires to be put onto our WebPage and linked to OSCR • George Pringle has completed the Age Scotland End of Project report and we have completed feedback forms, but we still need to take some photos in the Portacabin • Members are reminded to ask for tokens next time they are shopping in ASDA to support the Shed who are one of the chosen charities in their Green Tokens scheme, we look like we are in third place • Some Trustees are still required by OSCR to complete Charity Trustee Declaration Forms,. • Thanks for all the contributions to the Soup 'n Sandwich Lunch • Thanks to all who helped with the Car Boot Sale 			
Fundraising Publicity & Recruitment	<ul style="list-style-type: none"> • We have received the cheque from AUSA-RAG, for £750 • The Robertson Trust have agreed to the release of the £4,500, • We have submitted an application to the NHS Grampian Endowment for £2,500 • We should hear sometime in November from Meikle Carewe Community Fund • We are entered into the Evening Express ComunitEE Cash scheme and require members to get their friends and relations to collect the tokens which will appear in the paper next week 			
Building Progress	<ul style="list-style-type: none"> • John Coull, Walter McMillan, Stewart Davidson and George Pringle had a site meeting with Tony Julian from Building Control, where the Fire Barrier and the Portacabin were discussed <ul style="list-style-type: none"> ○ The most cost effective position for the Fire barrier is to situate it on the shed side of the service void. We require to investigate if the water tank can be removed ○ The slopping surface of the ramp the protective barrier only needs to be 900mm above the ramp level and not 1100mm. However, the landing at the top does require 1100mm high protective barriers. None of the barriers should allow the passage of 100mm sphere basically any gaps should be less than 100mm, also any balustrading (infill) to the barriers should not be easily climbed by young children so balustrading where not solid should be vertical and not horizontal. ○ A barrier is also required for the main entrance door ○ We can relocate the position of the disabled WC to the other end of the cabin. Normally planning would ask for an amendment but to save the expense in this case, Planning just ask that we indicate it on the existing plans we submit at completion. ○ The door into the disabled WC should be at least 800mm clear and follow the details shown on the approved drawing 14-134/008 Disabled WC details. ○ We need to install secondary glazing to the windows, a new door, high level vents with hit & miss grill's inside the cabin. 			
Current Financial Position	<ul style="list-style-type: none"> • £11,359.54 at the bank 			
Letters, emails & phone calls not discussed elsewhere	<ul style="list-style-type: none"> • Emails received requesting contributions for the Christmas editions of the Clochandighter and Newsey. George Pringle has sent articles • Email from Age Scotland, who are keen to build up an evidence base demonstrating the difference men's sheds are making to the health and well-being of individuals and to strengthening communities. As part of this process, they have devised a questionnaire to enable them to evaluate the social value of men's sheds. Members can access it at https://www.surveymonkey.co.uk/r/MensShedandWellbeing. until 30th November • Facebook message from Fiona Lindsay a teacher at Hillside Primary School asking if we could help make some Planters and Bird Boxes, the children would be involved • Email from Jane Mitchell regarding Dementia Friendly Portlethen meeting which is also being held tonight • Phone call from the Evening Express who want to put a box outside the shed where the papers will be stored prior to them being collected for delivery • Phone call from an organisation/company called Tessay Works in Aboyne, who are trying to generate interest in Engineering and would like the help of Men's Sheds. 			
AOCB	<ul style="list-style-type: none"> • Colin Pike spoke about his involvement with the Kirkton of Maryculter Woods. They are planning to have a work party in the woods on Saturday 12th November and would welcome any of our members who 			

	<p>could come along for a couple of hours and assist with some tree planting. They have been given 420 saplings to plant and if they had just a few extra hands for a couple of hours it would make a huge difference. Colin also spoke about AWPR who have materials that are surplus to them and they make available to community organisations who are registered with SEPA</p> <ul style="list-style-type: none"> • It was decided to switch from fortnightly to monthly meetings and hold two social/open day's each month. The dates of our meetings/socials for the rest of 2016: <ul style="list-style-type: none"> ○ Thursday 10th November Open Day/Social in the Porty Cabin from 1pm ○ Thursday 24th November Open Day/Social in the Porty Cabin from 1pm ○ Tuesday 29th November Meeting in the Community Centre at 7pm ○ Thursday 8th December Open Day/Social in the Porty Cabin from 1pm ○ We also hope to have a Christmas Party later in December on a day and venue to be confirmed • We have received a request from Terri Taylor of Portlethen Primary School Parents Association to make Mud Kitchen's • It was proposed that we find out about situating a Shipping Container at the back of the Shed to store our tools and materials
Next Meeting	1900on the 29st November 2016 In the Community Centre, Portlethen Academy