



Agenda for KPFPG Committee Meeting

21st November 2018

1. **Welcome and apologies:** Paul Laidlaw,
2. **Report from MM-RCG-Irene.** (Issue of ground conditions at Birley Bush)

Action: Irene to talk to Sue about this issue.

3. **Minutes of last meeting, 23-08-18: Approval and circulation.**

Extract from previous minute- “Ken and Irene have noted some inaccuracies which will need to be corrected. Ken will do edits and pass copy around for committee members to review and approve by email.”

Action: Ken to edit and circulate revised copy by email: committee members are asked to review this copy and feedback any suggested corrections

4. **Matters arising:**

- a) **Report to Garioch Partnerships: Update- John**
- b) **SEPA PVA Consultation: Update-Ken**
- c) **Watergate: Update-Ken**
- d) **Rotary pump: Update-Ken**

Action: It was agreed that a pump training exercise needs to be arranged.

Extract from previous minute- “It was proposed that a pump training exercise take place on Sunday October 14th 2018 with volunteers meeting at the KP bus shelter. The plan would be to retrieve the pump from its current storage location and then go to the riverside to operate it. Ken will speak to the owner of the garage where the pump is stored to check if they will be available that weekend.”

- e) **Desktop exercise: Update -Ken**

Extract from previous minute- “It was agreed that the proposed desktop exercise take place after the AGM – Paul Laidlaw from SFF to be asked to

facilitate that event. It was agreed to send a copy of the final version of CRP to Paul so that he can plan how best to facilitate the desktop exercise.”

Action: Ken to send copy of revised CRP to Paul

f) **Resilience Plan: Update Jim/Ken.**

Extract from previous minute- “Once the plan is finalised Jim will get paper copies duplicated for distribution to people who do not have email. Volunteer information for the appendices it was suggested could be collected at the AGM or in response to an email campaign. This will be progressed at the AGM and by email as soon as the KPFG CRP is finalised.”

Action: Once CRP is finalised, Jim to send out mailchimp campaign to members and residents asking for people to volunteer then compile the appendices as required.

Action: Jim to put together some words to address Data Protection issues which can be added to the appendices to the KPFG CRP.

Action: The appendices to be available at the AGM for people to add their details if they wish.

Action: Jim to get 11 hard copies of the plan to circulate to people who are not on email.

g) **Fund raising: Update-Ken** (result of applications to SSEN, Post Code Lottery Fund and Amey/Arup)

Action meeting is to be arranged with Ken and Tamara to further investigate sources of funding through the ‘grant finder’ website.

5. Minutes of meeting 19/04/18: Approval and circulation.

Action: Jim to add minutes to the KPFG web site and John to circulate paper copies.

6. Matters arising from last year's AGM:

Extract from previous minute- “The Chairman’s and Treasurer’s reports are still to be put on the KPFG website but are awaiting approval of the minutes of the AGM which were recently completed by Ken and circulated to committee members”.

Action: Jim to add the AGM minute to the KPFG website and notify members by email that this has been done. The Chairman's and Treasurer's reports are incorporated into the minute.

7. Issues arising from KPFG AGM 2018:

- a) Collection of membership fees
- b) Report to OSCR
- c) Audit of KPFG accounts

8.AOCB:

9. Date of next meeting:

Next meeting will be late January assuming no meeting in December – To be discussed – see website for proposed draft of meetings for 2018.