



**Revised Draft Agenda for KPFG Committee Meeting  
21<sup>st</sup> August 2019**

- 1. Apologies:**
- 2. Arrangements for AGM, 18-09-2019**
- 3. Minutes of last meeting:** To be circulated
- 4. Matters arising:**
  - a) Action:**

Revisit the church list of volunteers and potentially add/update the list. Jim to approach people at church and will add confirmed names/contact details into the volunteer's appendix.

Jim to speak at announcements time on Sunday 27<sup>th</sup> May and then to speak to each KPC volunteer and get them to complete a form with signature to cover DP and GDPR requirements.

**Jim Buchan**
  - b) Action:**

Issue a MailChimp message to KP residents asking them if they would be willing to volunteer their help in an emergency and to secure their consent for KPFG to hold their contact details.

**Jim Buchan**
  - c) Action:**

Contact each current volunteer to confirm that they are happy to be involved in any future flooding emergency. Jim to modify the current volunteer's list and ask folk to identify any special skills they might have, eg first aiders, nurses etc.

**Jim Buchan**
  - d) Action:**

Contact KP residents and members to ask if they have any equipment or vehicles which might be used in an emergency. This information would then be recorded on the Available Assets List Appendix.

**Jim Buchan**
  - e) Action:**

Jim to talk to Safe Lift and Bredon Quarry representatives and explore use of space/provision of a container or other assistance they might be willing to provide.

**Jim Buchan**
  - f) Action:**

Write to all residents to identify anyone who might need special assistance in an



emergency and secure their consent to hold their contact details/type of assistance required etc.

**Jim Buchan**

**g) Annual Review:**

It was agreed to set a date for this in October each year (date to be added to the footer of the last- minute revision). Jim Buchan to make a proposal for this date and circulate it to members of the committee for their discussion/approval.

**Jim Buchan**

**h) Watergate: (from previous meeting)**

"The idea of a Just Giving website was agreed as a good way forward and Jim agreed to set this up as well as approaching people he knew in a couple of local companies".

**Action:** Jim to set up a funding site with Just Giving

**i) KPFG response to SFF conference:**

**Action:** Jim to forward a copy of his response to KPFG members via Mail Chimp and add it to the KPFG website.

**j) Newsletter:**

"It was agreed that it was time to brief KPFG members on what had been taking place since the last newsletter had been sent out."

**Action:** Ken to complete work on the newsletter.

**5. Meeting with Alex Burnett, MSP- 7-08-2019:** Ken and Irene

**6. Report from MM-RCG-Irene.**

**7. Update report from Aberdeenshire Council 26-06-2019:** Report previously circulated

**8. SFF correspondence, Watergate Case Study:** E-mails previously circulated

**9. AOCB:**

**10. Date of next meeting 18-09-2019: AGM**

