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**KINCARDINE & MEARN'S
 AREA PARTNERSHIP**

Working with and for the Community

**Minutes of Committee Meeting
 Held on Wednesday 12th October 2011 at 10.30am
 At the Aberdeenshire Council Housing Office Meeting Room, Stonehaven**

	Item	
1.	<p>Welcome & Apologies</p> <p>Present: Vickie Alexander VA Diane Collinson DC Ian Hunter IH Bill Pirie BP Isabella Williamson IW</p> <p>Apologies: Lenny Lawrence LL</p>	
2.	<p>Minutes of last meeting – 14th September</p> <p>Nothing arising from the last minutes.</p> <p>Bill Pirie announced he would be leaving KMAP at the end of October and standing down as chair person and the committee.</p>	
3.	<p>Communications</p> <p>Membership - each group needs to be approached again to ensure we have the up to date information and as many email addresses as they see fit to ensure the appropriate contact. The member listed as the KMAP representative of the group may not be the same as the main email contact for distribution of information.</p> <p>IW suggested we should be aiming for the KMAP minutes to go on agendas of all our members meetings.</p> <p>Community Councils – each CC, whether a member of KMAP or not, should be sent the appropriate information. Contact generally will be with a central email or the secretary.</p> <p>Councillors – at the moment information only goes to those Aberdeenshire Councillors who are present/invited to KMAP full meetings. Should KMAP forward information to all Councillors or should we remain aware that much of this information will be disseminated to them via other channels such as the Council itself?</p> <p>Committee decided VA to compile new distribution lists for CC's and all Aberdeenshire councillors. Minutes to be sent to everyone with option in email for them to ask not to receive emails.</p> <p>Council officials – compile an appropriate list of contacts: Willie Munro, Reid Hutchinson, Karen McWilliam, Karelia Wright, Emma Kidd. IW to arrange a meeting with Reid Hutchinson.</p>	<p>VA</p> <p>VA</p> <p>VA</p> <p>IW</p>

	<p>Radio – as suggested by Ian Hunter, a regular slot/advert on Mearns FM. IH suggested we make the ad about a specific service we are offering.</p> <p>Newsletter – regularity and method of distribution discussed. Committee decided newsletter should go out every three months. Paper copies to be sent out to those without email.</p> <p>Flyers/promotional material – consider distribution and display methods/locations. Committee to distribute to various locations within own communities including, town halls, community centres, council offices etc.</p> <p>IH – dissemination of information through schools should be considered. Perhaps this would be most appropriate for the recycling project.</p>	
<p>4.</p>	<p>KMAP Representation at Meetings</p> <p>Local Community Planning Group – meets every 2 months in the morning and lasts approximately 2 hours. Next meeting scheduled for 2nd Novemeber. KMAP attend regularly and present a partner update relevant to community planning issues in advance of each meeting. IH to attend. DC to forward information to IH.</p> <p>Regeneration Priority Area meeting – two types of meeting, that of the whole committee and of theme leads only. KMAP has agreed to take on the theme lead of Social Enterprise. Meetings are scheduled as and when. Next one is on 22nd November, daytime. When we receive the agenda VA to send out to committee for them to decide who will attend.</p> <p>ARPF – Aberdeenshire Rural Partnership Federation – meets every 2 months in a morning in Blackburn. Usually lasts approx 2 hours and lunch is provided after the meeting. Next meeting is Monday 24th October. IW to attend. IW to email them to confirm her attendance.</p> <p>AVA Network – these meetings are now declining as the frameworks are ready. Next meeting for updates is to follow on from the ARPF meeting on the 24th October. IW to attend.</p> <p>Volunteering – a group made up of KMAP, CVS, VCA and Aberdeenshire Council staff to promote volunteering opportunities in K&M. Next meeting is Tues 25th October. DC to attend. (24/10/11 – Meeting Cancelled)</p> <p>Safety Group – tentatively being suggested as 10th November. VA to notify committee when date is confirmed.</p> <p>KMAP full committee meeting – 17th November</p> <p>Barn and Bushell (Community Economic Development) – 16th November. IW to attend.</p> <p>LCPG – Self evaluation meeting – all day 1st December – how the CPG functions as a whole. IH suggested this could give a key role for KMAP.</p>	<p>IH, DC</p> <p>VA</p> <p>IW</p> <p>IW</p> <p>DC</p> <p>VA</p> <p>IW</p>
<p>5.</p>	<p>Work Plan</p> <ol style="list-style-type: none"> 1. Regarding email from MAP about sharing a Development Worker. BP to reply to MAP AND Willie Munro that we are unable to make a decision about sharing a development worker until after the health check has been completed. 2. KMAP need to address how the organisation will move forward. Meeting to be held to discuss this with the committee. Monday 17th October at 1pm. 	<p>BP, VA</p>

	The health check should help to identify the direction of KMAP.	
6.	<p>Financial Report</p> <p>£5450 received from Aberdeenshire Council to date. Current bank balance is £21,574.45. Have enough cash in reserve to operate as we are doing at present until August 2012. VA to show projected figures, taking into account savings from not paying a Development Worker's salary.</p>	VA
7.	<p>Review of KMAP Constitution</p> <p>It was suggested that the committee review the constitution after the health check. IW indicated that we will have to review KMAP structure and that we should look carefully at STP and MAP representation on KMAP committee. We should also endeavour to get copies of minutes from each organisation.</p>	
8.	<p>CRBS – Disclosure Training</p> <p>Tuesday 25th October at 1pm – Invercarron Resource Centre. VA, IW, BP and IH to attend.</p>	VA, IW, BP, IH
9.	<p>AOCB</p> <p>No other business arising.</p>	
10.	<p>Date of Next Meetings:</p> <p>Committee Meeting - Monday 17th October at 1pm at Housing Department. Business Meeting – Thursday 17th November 2011 – KMAP Committee & Councillors</p>	