

- 1. Date and Location** 4th April 2006 @ 7:30pm - Torryburn Hotel,
- 2. Committee Present** Graham McDonald, John Stewart, Gordon Cowe, Craig Kennedy, Karen Duguid, Gary Scott, Ava Sainsbury
- 3. Apologies** Richard Henderson, Dougal Slater

| <i>Item</i> | <i>Description</i> | <i>Action</i> |
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| 1. | Introduction GM and JS welcomed everyone to the meeting, and outlined the agenda which was the discussion of a Child Protection Policy . | |
| 2. | <p>An open discussion was held regarding the contents of the draft Child Protection Policy.</p> <p>GM has had discussions with Aberdeenshire Council regarding requirements for safely organising events which included the issue of Children Protection. GM was advised that it is not regarded that The Protection of Children (Scotland) Act 2003 applies to webmasters of a chat board/forum but the Aberdeenshire Council were pleased that the HFRA was undertaking a responsible stance with the drafted policy. There is however other legislation that applies to ensuring the content of the website being suitable for children but the guidelines set out within the CPP should avoid the HFRA falling foul of this. The website will be made live next week after making some changes to the mail handling routines.</p> <p>A discussion was held regarding the use of the Private Mail facility, possible with the forum software, and it's potential for misuse. One thought was to disable this facility for forum members under the age of 18, but it was decided to simply disable this feature in the software for everyone initially, and to introduce it at a later date if there was felt to be a demand for it.</p> <p>It was felt by all that in all likelihood, the CPP would never be needed, but it was there should the need ever arise. It will be kept and maintained by the committee members, and available on request to any interested parties.</p> <p>Part of the CPP requires that the 4 members of the committee appointed as the Child Protection Monitor Group (Chairman, Vice-chairman, Secretary and Treasurer) are vetted to ensure that they are not disqualified from working with children. Aberdeenshire Council can perform this service for a nominal fee of £5 per person. Unanimous approval from the committee was given for this expenditure from association funds (once off fee), as it will put us "all above board" in this respect. GM to pursue.</p> <p>There were no objections to the CPP by any committee members present, nor any raised by email in the previous weeks, so the document was unanimously accepted and approved. There will be some small wording changes/spelling corrections in some areas, and the final version will be distributed for comment in the coming weeks.</p> | <p>GM</p> <p>GM</p> <p>GM</p> |
| 3. | Next Meeting The next general committee meeting has been scheduled for Wednesday 19 th | |

| <i>Item</i> | <i>Description</i> | <i>Action</i> |
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| | April at 7:30pm at the Torryburn Hotel in Kintore. | |
| 4. | Close Of Meeting GM thanked everyone for attending the meeting, which ended at 8:15pm. | |