

Minutes of the Kilfinan Community Forest Company Board of Directors, held at the Office at 5pm, Monday 21st October 2013

Attendees: David Blair, Willie McAllan, Fiona Hamilton, Fraser Brown, Jamie Chaplin-Brice, Nikki Woolf

Apologies: Andrew Graham-Weall, Steve Williamson, Robert Borruso

Welcome from David

Minutes from the previous meeting: 7th October proposed correct by WM and seconded by DB.

Operations Manager Report

Entrance Signs

- Don McInnes has finished framing the signs so they can now be installed. Paul and Colin are doing this.
- The Board extended their thanks to Don for his help and time spent on the signs.

Seedcorn Fund

- At a standstill due to de minimus. WM to therefore write an application to the Heritage Lottery Fund for the support volunteer programme, including the archaeology study.

Sawmill Shed

- Planning permission granted. Alistair Macrae coming on Wednesday next week to do the foundations. 8 weeks for shed build.

Volunteering Forrester (Paul Meyer)

- All progressing well.

ATV

- Deposit for the ATV has been paid (J C-B confirmed that the vehicle is road legal). No budget currently for a trailer but this can be purchased down the line.

Harvesting

- 4000 tonnes has been cleared to date and the forwarder is here. Will be closer to 6000 tonnes when the harvesting is finished.

Long Term Forest Plan

- No update; Ian Thomas has been updated with changes and J C-B is waiting to hear back.

Deer Management

- Lease signed by stalkers (Peter Shuttleworth and Alistair Mackay) for one year. NW to arrange an invoice (50/50 split) and organise payment.

Risk Assessments

- J C-B to produce a list of risk assessments to go on the office wall and provide information on where method statements can be found (e.g. for firewood processors). J C-B to work with FB on risk assessments (FB to audit files).

COSHH Diesel Store

- Now down by the tractor shed.

Awards For All

- Colin and Paul have fitted the final interpretation boards.
- NW to organise a meeting with FH and Craig Blair to arrange the second set of workshops with the school.
- WM and NW to discuss spending the remaining AFA budget.

Rhododendron Claim

- Currently being validated. J C-B chasing Tom Davies – part of the budget to possibly be allocated to next year (31st October deadline to do this).
- FCS has lost KCFC's second felling license. Tom Davies is now putting this through, however this means the window to apply for additional felling is shrinking.

Financial Report

- The Board met with the Kilfinan Trust today – went through the sustainability plan with them. Positive meeting; KCFC to write to Nick Ferguson and update the sustainability plan.
- WM looking into the Social Investment Scotland renewables fund (for hydro) – £150-200K needed. WM to also contact Glen hydro as recommended by the Kilfinan Trust.
- The Board discussed the offer of a bridging loan from Social Investment Scotland to underpin the rhododendron clearance programme. It will be recalled that a loan was considered necessary to ensure KCFC can pay the contractor in the event of delays in repayment of claims. A bridging loan of £50,000 is required.

After due consideration of all of the circumstances and on being satisfied that it is for the benefit of, and in the interests of the Company for the purpose of carrying on its

business to enter into the Loan Agreement in the form now produced (the "**Loan Agreement**") IT WAS RESOLVED that the Loan Agreement and all documents and notices to be signed or dispatched thereafter should be executed on behalf of the Company by any one or both of David Blair (Director/Authorised Signatory) and William McAllan (Director/Authorised Signatory. Willie has prepared the documentation to accompany the formal request for the loan.

Sawmill Operation

- A local landowner has expressed an interest in the sawmill because he spends a lot of money per year on fence posts. The Board discussed that a treatment tank would be required (unless using larch). Agreed that there should be a tighter business plan for the sawmill (in particular who to market it to), and that treatment should be considered as part of that. FB suggested that J C-B do some research and get prices on pressure treating.

AGM

- The Board agreed that the AGM was very positive. NW to complete and circulate the minutes.

AOB

- Christmas drinks – NW to email ideas/ suggestions.
- NW to work out how much money will be left when the final phase 3 claims come in.
- J C-B needs items such as slings, saw chains and PPE for Craig. J C-B to put together a shopping list and cost out, and send to WM.

Date of next meeting – 5th November.