

Kilfinan Community Forest

Minutes of Meeting

30th April 2014

Present: Jamie Chaplin-Bryce, Steve Williamson, Willie MacAllan, Fraser Brown, Rob Borruso, Fiona Hamilton

Minutes of Previous Meeting

Proposed: S.Williamson

Seconded: R. Borruso

Forest Manager's report

- **IT issues.** A reliable computer is needed as malfunctions are causing communication difficulties between staff members. Rob offered to replace the parts needed to mend. Rob will set up a drop-box folder for staff to store and share documents. We need to ensure that everyone uses the system put in place.
- **Timber.** EGGER were due to return this week but this has fallen through as the contractor decided against doing the work. Euroforest are visiting on 12th for the sake of comparison, EGGER are looking to source a new contractor. If Egger don't come back with new contractor by 12th, Euroforest will be given the contract.
- **LTFP** This is off the register now, and is in FCS admin before being returned to us as completed, assuming no changes need to be made. This is valid for 10 years. LTFP process will have to be gone through again before we attempt to buy the upper forest.
- **Windblow..** Ross brought the Alstor back this week thanks to David's request. Good progress has been made clearing access towards the pipeline, but the machine is now broken. There is enough safe access for the archaeologist's visit.
- **Rhododendron.** Ross is back finishing off the rhododendron, chipping the stuff by the school. Assuming all the work is done on the site, FCS will be invited back to inspect. Re-spraying will be done in two years time. £5k will be held back to cover those costs.
- **Finest Woods Award.** Jamie will let directors & Nikki know when judges are coming and those available will come along. Congratulations to Nikki for writing an excellent application.
- **Dunoon Jobs Fair** Thanks to Nikki and Craig for their efforts on the Jobs Fair. We had an offer of a work experience admin assistant. It was agreed to accept work experience volunteer in principle. We need to have a clear role and trial period. Nikki will speak to Job Centre.
- **Future Plans Day** – Willie or Rob will do a 10 minute general overview before Housing slot. Craig will be around to try to sign up some more volunteers
- **Off-cuts of firewood.** The first load of waste timber has gone to The Chip Shop. The next load should go on Friday, they will aim to bring beech and ash from Rob and Mary Stevensons, which will be milled at some point in exchange for some of

the timber. Fraser offered the fallen beech tree on his land. Jamie will talk to McKerrals about picking it up.

- **Sales** – There will be an update from Nikki at next meeting. Sailing Club shed. Insurance has been paid to allow in-house build off-site. Jamie and Rob will visit site and discuss pricing. Founds will need replaced.
- **Compost** Next half pallet from Rudi Stock has arrived and is still selling well
- **Sawdust** Some plastic bags have been bought for bagging up sawdust for rabbit/chicken bedding.
- **Health & Safety** Risk assessment is in place for Future Plans day. Fire safety – Jamie & Fraser will draw up a Fire Plan after advice from Fire Safety Officer in Dunoon.
- **KAG market** – Marketing department will investigate whether it's worth having a presence at every market. Willie will take leaflets along to this Saturday's to advertise Future Plans event.

Treasurer's Report

- **Hydro** – Ricardo-AEA, energy consultants, are assessing viability.
- **Planning application** – West of Scotland archaeologists report holding it up. Our archaeologist approached them on our behalf and we now have the Written Scheme of Investigation. She will be visiting on Tuesday to survey.
- **HIE support** - Kirsteen from HIE visited and advised on job descriptions etc.. HIE would be able to get legal advice for us on what to put in the brief for Housing contracts. It was suggested that the NFU be approached to see if they provide free legal advice.
- **Development Manager** The job description discussed. It will be advertised next week if possible. including through CWA, Reforesting Scotland, Countrywide Job Service. Michaela will be asked to give support to get the advert widely distributed. £500 budget for recruitment. Interviews to be held Friday, 30th May. Panel will include non board members and both genders.
- **Digger** Purchase of digger delayed because of timber delay causing cash flow issues.

Housing report

- Digger has now gone and the preliminary four plots are cleared of stumps and brash. Bob Brady has cleared allotment site to the same standard. Insurance company has been alerted to some damage to the digger. Fraser was thanked for allowing storage of diesel. Final preparation will be done when forwarded returns.
- Future stump removal could be done with 7.5 tonne digger with attachments. Rob will try applying fertiliser to a couple of stumps to see if it accelerates decomposition. Fraser will supply a sample of the fertiliser he uses.
- Masterplan. Architects have promised drawings and Rob has been offered help from an architect friend to finish drawing up the plan.
- Rob will record position of electricity lines and water pipes on electronic map.

Forest School site

- School has put in a funding bid to Awards for All. A lease is needed to satisfy the funders. Steve will draft a lease and Jamie will provide a map. Simple Docs website. It was agreed that a 10 year lease will be offered to the school.

AOB

Rob was thanked for the fantastic job done on building the Forest Store.

Date of Next Meeting

Monday, 19th May. 5 pm.