

## Kilfinan Community Forest Company

### Board Meeting 10<sup>th</sup> June 2015

**Present:** David Blair, Nikki Brown, Rob Borruso, Mark Bamford, Di Wilson, Willie McAllan, Fiona Hamilton

**Apologies:** Fraser Brown, Steve Williamson

#### **Minutes of previous meeting**

Proposed: DB

Seconded: WM

#### **Matters Arising**

- **John King's resignation** – John was thanked for his time on the board. John will be invited to act as non-executive advisor for Crofting.
- **Treasurer vacancy:**

Both treasurer and company secretary are appointments which can be independent of directorships, but equally they may also be directors..

See point 15.3 in our Articles of Association;

15.3 The Board may appoint a Treasurer for such term and upon such conditions as it may think fit. The Treasurer may be removed by the Board at any time. Whilst in post, the Treasurer may be required to attend (but shall have no vote at) Board meetings during his or her tenure as Treasurer, except any part or parts thereof dealing with his or her employment or remuneration, or any other matter which the Board wish to keep confidential to itself.

Three people were suggested who will be approached in first instance to take the position on a non-executive basis. RB will make initial approaches.

#### **Governance** (WM)

Further to guidance from Kirsten (HIE), the Board agreed that;

- meetings will from now commence by directors being required to state any conflicts of interest
- these will be noted in the minute
- conflicted directors will be asked to leave the room while such issues are discussed
- those withdrawing from potential conflicts of interest will be noted in the minutes.

In light of above John King's stated interest in crofting, he should stand down as director. The Board agreed to invite him to role of 'non-executive advisor on crofting'. This would allow continuance of his valuable role with the KCFC board.

Also recommended was more explicit monitoring of Rob Borruso's 'in kind' contributions to achieve planning consents

#### **Housing** *RB left the room*

WM reminded the Board of the terms of the agreement with RB through which he purchases a housing plot before planning consent is given in exchange for £15k plus the work required to

gain consents. This 'in kind' contribution has been monitored by WM to ensure KCFC value for money. WM reported that since the planning work commenced in 2012 RB has contributed in excess of 2,040 unpaid hours. The Board were satisfied that RB was delivering his side of the agreement. It was noted that since planning consent is not yet achieved RB's investment of time and money remained a significant risk to RB. WM to continue to monitor.

#### *RB re-joined the meeting*

HIE suggested the board could benefit from guided sessions on governance and producing a 10 year forest plan. It was agreed this would be beneficial.

#### **Development Manager's report** (NB)

**Financial report** projected for the next six months was presented. Cash flow position is looking more positive. Salaries are covered for the period. Uncertainties are when income from timber and hydro will begin. A similar report will be produced for every board meeting.

#### **Forest Access Coordinator**

- Board has agreed change of job title.
- Robertson's Trust money can be drawn down within two weeks of appointing our FAC.
- Job specification has been agreed the by board; application process has started, advertisement in Dunoon Observer, website, CWA, social media. There has been a good level of interest so far. Deadline 15<sup>th</sup> June, for an early July start date.

#### **Upper Acharossan**

- Meeting on Monday 15<sup>th</sup> June taking place with FCS and our solicitor to iron out final issues. RB and SW will attend.
- Still awaiting a meeting date with Tilhill; mensuration has taken place and there are 5000 tonnes of timber less than originally anticipated. However Tilhill have been cautious on the windblow so there is no immediate concern.

#### **Big visit**

- The preliminary meeting with Rachael McCormack and Kirsten Logue, HIE
- DB, WM will attend the big visit on 17<sup>th</sup> June, 3pm, with Rachael McCormack and Sarah Davidson, Scottish Government.

#### **FSC progress report**

- This is almost complete and should be submitted this week.

#### **Open day**

- Postponed due to bad weather on 6<sup>th</sup> June. The proposed rescheduled date is Saturday 8<sup>th</sup> August to coincide with end of volunteer project.

#### **Social Enterprise Awards**

- NB working on an application for UK Social Enterprise of the Year category

#### **DM one year report**

- NB to produce a report of her first year's achievements and circulate to the Board. NB was congratulated for the excellent job she has done since her employment as Development Manager began, exceeding expectations.

## **Forest Operations** (RB)

### **Housing**

- Feedback had been received on planning applications today, the day before submission is required to planning committee. Natural roof covering is still being asked for – this will add significantly extra to the building costs. Concern had been expressed that 20 houses in long term would mean over-development of the site. It was noted that the long-term figure of 20 was arbitrary, and encouraged by council officers to be included in Masterplan. It was agreed that RB should go ahead with submission as further delay to planning consent will add to costs.
- It was also suggested that KCFC seek to support A&B council's deliver housing planned (26 houses!) for the council-owned field adjacent to KCF, by way of acquiring the land for building easy access housing aimed at meeting needs of elderly and young people in the community.

### **FSC**

- Auditor visited yesterday. Accreditation has been refused for various minor paper work reasons. This can all be easily sorted
- Crofting designated land is already FSC designated. This has to be replanted according to FSC regulations – none of which fit with crofting planting. Auditor thinks a solution can be found.

### **Hydro**

- Work is now back on schedule after the poor weather.
- Track has now been cut for pipeline access – HOORAY!
- RB will deal with payment of fees for consultant

### **AOCB**

- Final accounts are being prepared. Richard was thanked for his work.

**DONM** Wednesday, 24<sup>th</sup> June at 5 pm.