

Kilfinan Community Forest Company  
Minutes of Meeting  
Thursday, 24<sup>th</sup> September, 2015

<b>Agenda Item</b>	<b>Minute</b>	<b>Actions</b>
Sederunt	David Blair, Di Wilson, Sara McLean, Nikki Brown, Rob Borruso, Steve Williamson, Mark Bamford, Fiona Hamilton	
Apologies	Willie McAllan, Jo Coley, Fraser Brown, Ali Porter	
Minutes of Previous Meeting	Amendments: Financial Report. replace Irvine with Ingham Housing replace 'received' with 'submitted' Proposed: DB Seconded: FH	
Matters Arising		
Declarations of Interest	£30k loan – DB declared an interest and will leave the meeting	
Housing (RB)	Deadline for getting building warrants applications in 1 <sup>st</sup> October. New requirements after 1 <sup>st</sup> Oct. RB meeting with Energy assessors tomorrow. Rural Housing Body approval still being sought. Unlikely to be this year, meaning no plots can be sold until March. New toilet building and office will allow building technique to be tested SIS community fund might be available (14 <sup>th</sup> October deadline)– requires 'double loan'. Up to £100 k to support cash-flow problems in community projects. 6% rate of interest, fixed period of six years. Could be used to build houses, or 50/50 housing/woodland burials. Advantage: would allow starting building straight away although that will impact on planned progress of other projects. Money could be used to pay for building bothy or office which would offer technique testing	RB & NB to investigate and also talk to HIE about terms of their community loan and seek feedback from WM & JC
Crofts (RB)	Three potentially interested crofters have expressed an interest. Two are getting their plans prepared to submit for consideration. Jamie McIntyre can offer two funded days' consultancy.	
Toilet Renovation (RB)	Most of the timber has been cut, one more milling day required. Build will start beginning of October.	RB will give costings to NB
Drying Shed (RB)	On target to be completed by end October.	
New Forest Operations (NB)	Meeting with Tilhill today. They have been acquired by BSW Timber, but assurances given it will make no difference to agreement. Timber prices still down. 2-3k tonnes of windblow could be extracted, worth 10k per tonne, while waiting for felling licence enabling KCFC to pay off Tilhill loan. Main felling will start in Spring. Repayment plan will be drawn up. Tilhill liaising with FCS on FDP amendment process/requirement of new FDP for future felling and potential funding to support roading costs.	NB will finalise repayment plan with Tilhill before maternity leave.
Timber extraction	Area of timber to right hand side of end of existing road can be extracted without need for road building. To be considered for	

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original forest	phase 2 next year.	
Wood Fuel stocks		
Hydro (RB)	Official switch on tomorrow, area being tidied up. DB will introduce Michael Russell. Demonstration of how it works, Refreshments in forest store. First reading for feed-in tariff to be submitted next Thursday. Payment expected mid November Contract is now closed and £3.5k discount has been agreed as compensation for fuel used and damage to site. Snagging now responsibility of KCFC.	DB to scrub up.
Heritage Walk path (SM, NB)	Meeting with Secret Trails, Community Council, Portavadie, etc. Six trails already exist. Agreed to continue to pursue funding, prioritising those trails plus anything connecting with the Cowal Way- agreed to include Kilfinan Way. A&B Access team have put forward a Bill of Quantities for each. KCFC have the in-house expertise to put together own funding application. SDRP may affect KCFC and rest of group differently. GPS maps are ready. Seven people are interested in volunteering for path building. Contact has been made with WRI groups, the Lunch Club and the Guild. Presentations will be made to them after October break. WM has agreed to help produce educational packs for schools as part of the original HFL grant agreement for completion of archaeological survey. SM's Kilfinan Way proposal for Stanza Stones/poetry project was received positively.	SB & SW will liaise to prepare for path building days  SM to look at funding options
Bar Liath loop path	On hold until WM and AP return.	
Lower woodland path	See Heritage	
Kilfinan Way reinstatement	On hold until forest roads built. Type 1 to be ordered. SM had proposed 'Stanza' Stones art project.	SB to investigate funding
Composting (RB)	Area tidied. RB approaching A&B to have tonnage increased.	RB & DB to plan refurbishment of area
Sawmill (RB)	Nothing to report	
Sawmill Apprentice (NB)	NB investigating funding and legal requirements for apprenticeship/modern apprentice. It was agreed to delay taking anyone on until summer 2016.	NB to pursue. RB to draw up job specification
Nature Attractions	WM had suggested a plan be drawn up for developing attractions.	SM & DW will liaise with volunteer-led nature group
Woodland re-planting	Woodland Trust tree offer has started.	SM order trees
Camping	On hold until WM and AP return.	
Heritage & Archeology	WM will produce education packs. SM contacted Rural & Lunch Club and will present the project.	
Young People	Enquiries on-going with Skills Development Scotland and	

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project	A&B's Employability Team. Seven adult respondents to the google survey form expressed an interest in helping. One respondent requested further training (telehandler certificate). This will be factored into planning and funding bids if possible. John Muir Awards presentation is planned for 25 <sup>th</sup> October.	
Forest Sculpture	25 <sup>th</sup> Oct – Alan Kane will be finishing sculpture	
Tree nursery	No update	
Woodworking sessions	SM looking for money to hold another event on 25 <sup>th</sup> Oct. MB considering starting up a green woodworking group meeting once a month. Ten respondents are interested in green woodworking, also a lot of interest in willow working.	
New wood products	MB looking for time to work with Andy to develop products.	
Seed Collection	SM will show presentation on Saturday 3 <sup>rd</sup> Oct and then have a collecting session. Formal agreement with Kew is needed before tools can be bought from the budget. Six respondents, plus the school, are interested in this project.	
Forest School	Starts week beginning 26 <sup>th</sup> October. Tuesdays & Thursdays	
Outdoor Learning CPD (FH)	Date pencilled in Sat 19 <sup>th</sup> March	FH to circulate plan
Froglife (SM)	Three volunteer says have been scheduled for 1 <sup>st</sup> , 8 <sup>th</sup> & 10 <sup>th</sup> Oct. DragonFinder representative, James Stead, is coming for planting and habitat formation workshop on 10 <sup>th</sup> . Plants and tools have been purchased. Volunteer training will take place in spring to learn how to survey and ID wildlife, and to complete planting. 10 survey respondents expressed an interest. A nature group will be established at the volunteer days and make plans for future activities.	
Event; Winter Solstice (NB)	Alana Mathers (TWTC) is looking into funding	
Planning Woodland Burials (NB)	ScotEDGE entry now submitted.. Funding options include SIS Community Loan Fund, deadline 14 <sup>th</sup> October	NB produce business plan and look at funding options
Planning Event space (NB)	Vision document has been drafted. Sub group required to look in more detail.	NB to circulate vision document Board to agree vision before maternity leave
Planning training centre (NB)	Funding still hasn't been found.	
Community Engagement Plan (SM)	Working document has been drawn up. SM was congratulated. Membership spreadsheet is being refreshed with a request for email addresses. A membership recruitment drive is underway and will be promoted at all events.	
Teddy Bears Picnic	Clarification sought on liability for events run in forest by members of public. NB reported insurers stated public liability	Discussion to be continued at

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	would cover..	next meeting
1 <sup>st</sup> Aid	Branching Out are recruiting for leader training. MB interested	
Social Enterprise Awards	SW & WM attending on 3 <sup>rd</sup> November in Edinburgh	
Development Plan	This has been amended since Board strategy meeting. A new board reporting structure has been suggested based on the strategy plan.	Directors to read development plan!
Financial report	Distributed to all. Cash flow very tight. A new VAT recording system is required. Awaiting final accounts from Wyllie & Bissett – date for AGM will be set once received.	
HIE	Kirsteen Logue HIE would like to attend next board meeting. Item on agenda for discussing working with Stronafian and Bute groups	
Maternity leave	HIE agreed to suspend funding until NB's return. Board agreed.	
£30k loan DB left the meeting	The terms of repayment were agreed.	
DONM	Thursday 15 <sup>th</sup> October at 5 pm.	