

Kilfinan Community Forest Company  
Minutes of Meeting  
Thursday 15<sup>th</sup> October 2015

**Present:** David Blair, Nikki Brown, Jo Coley, Ali Porter, Di Wilson, Mark Bamford, Fiona Hamilton

**Apologies:** Fraser Brown, Willie McAllan, Steve Williamson, Rob Borruso

**Minutes of Previous Meeting:**

Proposed: DB

Seconded: DW

**Matters Arising:** Kirsten Lowe unable to attend this meeting. Will be invited to next one.

**Declarations of Interest:** none

## **DEVELOPMENT MANAGER'S REPORT**

### **Financial Report**

- Accounts have been signed off. Michaela Blair was thanked for the paperwork.
- AGM will be held 19<sup>th</sup> November, 7 pm, Kyles Church Hall A newspaper advertisement has been organised.
- DB is to stand down. Director re-shuffle will be required.
- VAT errors – two voluntary disclosures have been made to HMRC. VAT recording process has been tightened following recommendations from a VAT consultant. We have declined recommendation to undertake a full VAT review at this time, and the accountant has since confirmed there were no additional VAT errors in 2014-15 accounts.
- Financial Report shows very tight cash flow. There have been significant housing and new forest legal bills, with no opportunity to recoup from harvesting or sale of house plots until 2016. It is essential that wind blow comes out in Jan/ Feb, followed by Spring harvest. Housing plots need to be sold early next year.
- Ten KIT days have been factored in during NB's maternity leave. RB will take over dealing with windblow while NB is on leave. NB to formalise arrangements

### **Upper Acharossan**

- Tilhill has confirmed that c. 4500 tonnes can be taken out under existing FDP (amendment currently being made); depending on timber market this could fetch anything from £60K - £90K in 2016. NB to organise signed letter of intent confirming that windblow will be extracted in Jan/ Feb 2016.
- There is an opportunity for a upfront payment on agreement that a road will built for Auchenlochan timber extraction. Road would be built closer to their harvesting timescales (5-10 yrs); would need to be compatible with our housing/ croft plans. More investigation needs to be done to find alternative route and whether it is the best deal for KCFC. A meeting with Tilhill to be organised to discuss in more detail.

### **Housing**

- Lawyer, Douglas Lamb, has been doing pro bono work to help us register as rural housing body status. This could take a further 12 months. SG officials would need to speak to 6-12 local business to ensure designation would have a positive impact on the community.

## Kilfinan Community Forest Company

### Minutes of Meeting

Thursday 15<sup>th</sup> October 2015

- Michael Russell, MSP writing to housing minister to try to have process speeded up. NB to write to Sarah Davidson (Director of Strengthening Communities) to see if she can help. DL issued advice on selling house plots in advance of status being granted. Quotes should be asked for in advance for any legal work, but all other avenues will be tried before taking any more legal advice.
- A prototype should be build in advance to test the design and building process. Drying shed needs to be erected and tested as priority.

#### Hydro

- Main KCFC contacts for ensuring borrowing obligations will be JC and RI
- Repayment schedule received, to commence end of March 2016.

#### Woodland Burials

- Scotedge application unsuccessful.
- Business plan written and submitted to SIS/ HIE for their consideration; SIS confirmed that we could gain approval for 50% community capital loan (6% interest, no capital repayment in first three years, unsecured). Case being put forward to HIE's senior management team on our behalf for 50% grant funding.
- Bureaucracy needs dealt with and site prepared. Project Manager needs appointed once the site is ready. It was agreed to push ahead

#### Crofts

- Jamie McIntyre has informed us of the importance of an open selection process, and that there should be a scoring system in place to evaluate croft plans. He has offered to circulate opportunity amongst his croft contacts, and publish a blog on his website. Has also offered to advise on land split.
- One interested crofter has submitted an outline plan. Another couple will be submitting their plan soon. No allocation promises can be made before the selection scoring process has been gone through. NB to draft a response to the crofter outlining the process. NB to approach JM for a consultancy day to help with scoring criteria and selection process, sooner rather than later.

#### AOB

- NB has written an application to Investing In Ideas on behalf of the Secret Coast Trails group, as agreed by the board. To be submitted by the Tighnabruach Development Trust.
- New director handbook. All agreed this is very good
- Christmas night out – Fri 4<sup>th</sup> December. Pot-luck bring a dish. Venue SW's house.
- Event space – brainstorming meeting. Thurs 5<sup>th</sup> Nov – 4 pm. NB to circulate vision document beforehand
- Social Enterprise Awards Ceremony taking place on 3<sup>rd</sup> Nov in Edinburgh; Steve attending.
- NB's last day will be 27<sup>th</sup> November. Can work up to ten keep in touch days while on maternity leave; board agreed to this.
- James Ogilvy visit – DB, MB and NB facilitating.

Kilfinan Community Forest Company

Minutes of Meeting

Thursday 15<sup>th</sup> October 2015

- Sarah Davidson, Director of Strengthening Communities (Scottish Government) visited with her husband on Wednesday.

### **Forest Access Coordinator's Report**

- Google Form: A few people ticked box expressing interest in being on the board
- Volunteer Days – haven't been well attended.
- 25<sup>th</sup> October event – MB will speak to SW to form plan of action for forest shelter &
- Nov days – schedule will be out next week.
- Chainsaw day will be planned for week after next
- Teddy Bear's picnic very successful
- Tree seed collection – date to be found to speak to the school about the project. Formal agreement with Kew arrived last week.
- SM will look at the Forest Design Plan to see if there is a planting area assigned for non-native species.
- Winter Solstice event (20<sup>th</sup> Dec). no funding available. Suggestion to hold scaled down celebration with bonfire/mulled wine/season – decision to be made at next board meeting.
- HIE 50<sup>th</sup> birthday – photo shoot arranged with the school children.

### **AOCB**

#### Youth Club

- John King – keen to get his youth club set up on Friday evenings. Board happy to support in principle. Board needs to sort out procedures. SM/FH will liaise with JK.

#### Green woodworking

- MB asked to use shed space for green woodworking sessions. This was agreed.

### **DONM**

Thursday 5<sup>th</sup> November 5 pm (Event Space meeting 4 pm)