

## Kilfinan Community Forest Company

### Minutes of Meeting

Thursday, 6th September 2018

Agenda Item	Minutes	Action
Present	Diane Wilson, Steve Williamson, David Blair, Mark Bamford, Marylou Anderson Nikki Brown, Graeme Nimmo, Fiona Hamilton	
Apologies	Rob Borusso, Mick Eyre	
Declarations of Interest	DW - nursery MB - seed collection	
Minutes of Previous Meet	Proposed – SW Seconded - DB	
Matters Arising	MA spoke to Hannah Buss about funding housing. She is willing to come and talk to the Board and has sent some information.	MA circulate information from HB
Health & Safety	Concerns were raised about adherence to H&S around the forest. The board needs to be more proactive. Profile of H&S has to be raised and a more structured approach to paperwork, risk assessments & method statements and regular evaluations to be reported on at monthly meetings. H&S costs need to be factored into future projects.	MB start weekly walk round with RB.
Financial report	Financial report was presented. There is a healthy balance with more income from Timber than anticipated. A contingency fund has been created to ensure six months of salaries is ring-fenced. Re-financing of hydro scheme hasn't proved successful. Consideration could be given to paying off the loan with timber money. A community bond could be considered to supplement the timber income although this would be expensive to set up.	NB/RB to investigate numbers involved in paying off or reducing loan

<p>Forest Access Coordinator's report</p>	<p>ME had submitted his report.</p> <ul style="list-style-type: none"> <li>* Twigging out is funded until March 2019. Numbers have grown and Michaela Blair will be supporting MB to deliver.</li> <li>* Community Land Week event was well attended with good feedback from Community Land Scotland and Scottish Government about the input from KCFC and Friends of Glenan Wood. The Scottish Government will be circulated two films, one about the whole week and one about the Kilfinan event.</li> <li>* The Board expressed thanks to ME for all his hard work on the very successful Open Day. Thanks to Kings Court for running the BBQ and local musicians the Jammie Beggars. It was decided that the date for 2019 should be set at end of year. Funding to be found.</li> <li>* In absence of funding for Kyles Women Woodworkers and other woodworking groups, Don McInnes has offered to volunteer his time.</li> <li>* Social Enterprise World Forum are paying a visit on 10th September at 3.30 pm. There will be visitors from all around the world</li> <li>* Green Valleys Project from South Wales will be visiting on 9th &amp; 10th October</li> <li>* Tidy Friday - no board members are available on the date suggested.</li> <li>* Improving Public Access. Work has started on the lower paths. Work on Kilfinan Way to start early October. Decision on planning application expected soon after 14th September.</li> <li>* Funding for FAC salary - there are three applications awaiting decision but Bank of Scotland Trust was over-subscribed and application unsuccessful.</li> <li>* Playground fencing is almost complete. First volunteer day will be organised in October.</li> <li>* Crofters met to discuss crofting grant for deer fencing. They have asked the funders if it would be possible to fence community forest as it would be around the same meterage as just fencing the crofts.</li> <li>* Articles of Association. Jon Hollingdale, CWA, has been carrying out a governance exercise.</li> </ul>	<p>Anyone who can help on 10th October, please advise ME.</p> <p>ME find another date</p> <p>MA to advise Board as soon as decision is made.</p> <p>NB will circulate Jon Hollingdale's advice.</p>
<p>Hot Polytunnel</p>	<p>A member of community has expressed an interest in Hot Polytunnel as employment/business opportunity. A lease would be offered for someone to build a business. Polytunnel sub-group has still to meet. Significant progress needs to be made by December as funding needs spent. Lease needs to be advertised and proposals sought.</p>	

Seed Collection	MB has registered as a seed collector. It was agreed that he can collect seed on KCFC land and start a nursery.	
Visioning Day	NB has updated Development Plan. Visioning Day planned for 6th or 7th October.	NB circulate plan
Childcare Group	Level of demand needs reassessed.	NB to review numbers.
Public Interface	How can we make the forest more welcoming to visitors? Display boards and information explaining what each area's function is. Leaflets to be made available when office closed.	MB to discuss with ME.
AOCB	Buggy - decision needs to be made about repairing and selling.  As this is fourth meeting GN has attended he agreed to be coopted onto the Board.  Inge Bos has expressed an interest in getting involved.	SW to cost.  DW to invite IB to next meeting.
DONM	Thursday, 4th October, 5pm	