

## **Minutes of the Kilfinan Community Forest Company Board of Directors, held at the Office at 5pm, Monday 3<sup>rd</sup> July 2013**

**Attendees:** David Blair (Chair), Robert Borruso, Fiona Hamilton, Eve Macfarlane, Jamie Chaplin-Brice, Nikki Woolf

**Apologies:** Willie McAllan, Steve Williamson

**Welcome from David**

**Minutes of the previous meeting:** 17<sup>th</sup> June proposed correct by EM and seconded by RB

### **Operations Manager Report**

#### **Development Officer post**

- Wrap-up report from Eamon King expected in the next few days.
- NW to organise a meeting with Eamon King to complete final DO claim for funders.

#### **Forest Design Plan**

- Concept map to be uploaded from Tom Davies, FCS. J C-B to discuss with Eamon King at meeting on 5<sup>th</sup> July.

#### **Timber harvesting**

- EK signed contract on 21<sup>st</sup> June; invoice sent last week. NW to monitor Co-op account to ensure deposit has been transferred by EGGER.

#### **Access Road**

- 250m built so far; aiming for 400m in the next two weeks.
- LEADER to confirm KCFC's request for change of use, so that original road budget heading includes blasting.
- Dumper load of stone to be saved for base layer of the new office; J C-B to confirm with Ross Macarthur at meeting on Friday.

#### **FSC accreditation**

- Deadline for funding application is 14<sup>th</sup> July – J C-B to update the Board on progress.

## **Wayleave**

- Wayleave approved; £54 per year.

## **KCFC phase 3 financial commitment**

- £23K to be paid by KCFC – suggested this comes out of harvesting payment; WM to discuss with J C-B.

## **Minutes**

### **Santander fund**

- Application form has been submitted, to help with the construction of the new office building.

### **Forest Operations building**

- Foundations are now down; RB awaiting necessary tools/ equipment to progress further. Fraser Williamson and Colin to commence work next week.
- NW to confirm with LEADER that all is OK with the change request form, for a wooden structure to be built instead of a portacabin.
- Steven Gove has confirmed turf roof is acceptable.
- RB chasing commercial electricity issue.

### **Mapmaker**

- J C-B to get maps from EK.

### **Rhododendron project**

- There will be no movement on this until cash flow can be demonstrated, to satisfy FCS and the Scottish Government. Once EGGER money has gone into the bank, project can start.

### **Housing**

- Electricity – RB to speak to SSE to establish how much money they want up front for the transformer.
- Legal advice – can't be done on a notional basis; RB to action once trees have been felled.

### **Board members**

- EM resigning from the Board at end of July.
- Board to push on recruiting new Directors.

### **Awards For All**

- Interpretation panels - J C-B to build frames July 19<sup>th</sup> -26<sup>th</sup>.
- Second set of art workshops with local kids – NW to follow up with Craig and Michaela.

### **AOB**

- Development Officer post – DB to contact Helen MacDougall, HIE re 15% funding for this post.
- EK emails – NW to speak to Samteq, to see if emails can be archived elsewhere due to full mailbox.
- NW to complete necessary forms to switch RBS signatory from EK to NW.

**Date of next meeting: 29<sup>th</sup> July, 5pm**