

Minutes of the Kilfinan Community Forest Company Board of Directors, held at the Office at 5pm, Wednesday 23rd September 2013

Attendees: David Blair (Chair), Fiona Hamilton, Willie McAllan, Robert Borruso, Fraser Brown, Jamie Chaplin-Brice, Nikki Woolf

Apologies: Steve Williamson, Andrew Graham-Weall

Welcome from David

Minutes of the previous meeting: 28th August proposed correct by WM and seconded by FH

Operations Manager Report

KCFC office

- The Board extended their thanks to Michaela Blair for volunteering to organise the KCFC filing system and archive files relating to past projects.

Volunteering Forester

- Paul Meyer, a student forester from Germany, is expected to be working at KCFC on a voluntary basis from 1st October-20th December.
- J C-B organising accommodation for Paul.
- Agreed that J C-B should contact Paul to discuss his focus and work out a job description for his time at KCFC.
- Agreed that there should be a two week probationary period, to ensure that both parties are satisfied with progress made.

LEADER

- LEADER has approved the following phase 3 change requests:
 1. Wooden structure instead of a portacabin for the retail outlet.
 2. Change of budget heading for wages, blasting and electrics.
 3. Purchase of a telehandler and an ATV (rather than a tractor/ trailer).

Tractor/ trailer vs telehandler/ ATV

- J C-B to put together a comparative study of both options (w/ regards to cost vs income/ priorities, etc) and send to the Board. Final decision to be made by Friday 27th Sept.

Possible wedding at KCFC

- J C-B/ NW confirmed that this is no longer going ahead.

Long Term Forest Plan

- J C-B confirmed that scoping is now finished and the report has gone to Tom Davies. Meeting on Wednesday with Ian Thomas – J C-B to update the Board.

Christmas Producers Market

- Decided that this should be used as an opportunity to promote the firewood business. NW to design a leaflet.

Access Road

- The road is now complete; awaiting final invoice of £9K (plus VAT).

Tree Felling

- The harvester is back and should be finished in 2/3 months. J C-B to update the Board on progress.

Shed

- Planning has been rejected (mapping and payment issues – J C-B resolving).
- J C-B still getting quotes for the construction of the shed – to update the Board on progress.

Minutes

Electrics

- RB confirmed that KCFC will need to pay c. £11K in advance. NW and WM to discuss money priorities and organise payment once money comes in from HIE.

Treasurers Report

- Trustees report – has been accepted by the Board ahead of the AGM; has now been sent to Ailsa. Any changes to be submitted to NW to upload onto the website.

Social Investment Scotland

- Have agreed in principle to offer KCFC a bridging loan. WM discussing terms with them this week and will update the board on progress.

Rhododendron Project

- DB met with Ross Petro and Mike Yerbery last week to discuss harvesting.
- RP has asked when to put in the first invoice. Issue about VAT – RP to confirm willingness to receive a lesser amount inclusive of VAT, so as to stay within the budget allocated to the project.
- J C-B to get contract signed (to include mapping).
- FH to send NW photos of Ross Petro and Tighnabruaich primary school children for the website.

Entrance Signs

- Awaiting planning approval – J C-B to update.

MetMast

- DB applied for a 5 year extension, which has been validated.

Kilfinan Trust

- Nick Ferguson has suggested a meeting at KCF on 21st October. Need good representation from the Board; attendance to be firmed up nearer the time.

CARES loan

- DB confirmed that the loan has been written off. Waiting to hear back from the Scottish Government as to whether the Met Mast is to be taken down; DB to update the Board.

AGM

- DB confirmed that there should be 10% of ordinary members in attendance at the AGM and the Board should encourage people to come along.
- The following constitutional changes will be proposed: 5% rather than 10% to be present at an AGM; re-election system for Directors who have had to step down after two years.
- The Board extended their thanks to Michaela Blair for putting together the AGM documents; she has also agreed to do a physical mail out to all members.

Housing

- DB has spoken to a District Valuer regarding the value of the forest; DB awaiting update on restrictions as to his authority as a valuer and his likely costs. DB to update the Board.

Hydro

- DB still chasing planning approval.
- Grid connection application has been approved.
- WM to send the sustainability plan to DB to add a sentence about updates with regards to the section on hydro.

Native Woodlands Survey of Scotland

- FH highlighted this as a point of interest, it being a resource to push forestry degrees/ qualifications (as there is a lack of people going into it).

Forestry Education Initiative

- FH confirmed that this is no longer happening as there is no funding.

Volunteer For Skills

- WM stated that there needs to be a clear strategy with regards to KCFC's volunteer programme.
- WM has a meeting with Valerie Carson (VAF) on 25th September to discuss timescales etc for the Volunteer For Skills project. WM to report back to the Board.

Landscape Sculptures

- DB informed that Board that the first sculpture is due to be located at Carry Farm. A G-W has asked if it would be possible to borrow KCFC's big marquee and order a load of logs. A G-W to update the Board.

Date of next meeting: 7th October, 5pm