

**Minutes of the Board Meeting for
North West Mull Community Woodland Company Ltd
Meeting held on Tuesday 21st January 2014**

Present: Colin Morrison, Neil Munro, John Addy, Andy Mayo and Iain Thomson.

Also Present: Ian Hepburn (Development Manager) and Belinda Hale (Administrator and Company Secretary).

1. CM **welcomed** everyone to the Meeting.
2. There were **apologies** from John Morrison.
3. The **Minutes** of the Board Meeting held on Tuesday 17th December 2013 were **signed** by CM as a true record of the proceedings.
4. **Matters Arising.** IAH has discussed the windblown trees on the march fences with Tilhill and they plan to clear all of them next week, apart from the ones in the red zone near the power line. IAH and AM are continuing their work on the PCC tender. Some quotations have been received for the large building required to house the woodchip and fuel wood machinery etc.
5. **Six items** were **declared** that were not on the **Agenda:** Directors Rotation, Open Day, Website, Ministers Path, Work Placement and Forest Crofts.
6. **Finance Report.** AM had previously circulated his Report and briefly went through it. He then gave an update on the profit and loss and cash flow for both the Charity and the Trading Company with particular reference to the new woodchip and increased woodfuel business.
7. **Development Manager's Report.** IAH had circulated his Report prior to the meeting. Tillhill and IAH have inspected the haul road and it is holding up very well in spite of the prolonged, heavy rain. It has been agreed that repairs should start in 6 – 8 weeks time if/when it has dried out.

The new vehicles have arrived. One has a fault but should be up and running by next week. The cost of the repair will be covered by the supplier.

SEPA has now granted the licence for the Micro Hydro and IAH requested that Bruce & Neil assist with putting in the planning application. The Directors all agreed to this and are happy for IAH to proceed with moving the Micro Hydro project forward. **Action IAH**

At the meeting with Tilhill it was agreed that as soon as the final clearance in Langamull North is complete all parts of the track need to be repaired. It will take around 4 months to complete the harvesting of Langamull South at which point the contract with Tilhill is due to be reviewed and the harvesting and transport contracts re-tendered. After giving consideration to all the details it was unanimously agreed that the contract with Tilhill should be continued. They will be asked to re-tender the harvesting and transport contracts using the same process as before. The haulage contract will take into account the shorter distance from West Ardhru to Fishnish and the savings from use of the fixed pier. We are still on target to clear the road costs and have something to put towards fencing and replanting. **Action IAH** to ask Tilhill to start work on the detail of the replant, and to forward the Forest Design Plan to the Directors.

While on site with Tilhill it was noted that there are some stacks of oversized timber and a few stacks of original roadline timber that are starting to deteriorate. Tilhill has been asked to provide a price for disposing of all this timber for biomass. IAH and AM are going to inspect all the stacks and mark them for appropriate use, and where necessary cover them.

8. Woodfuel. AM gave a progress report on the first two months of the increased woodfuel operation since the purchase of Crannich at the beginning of December.

9. Woodfuel Operator Vacancy. A total of five applications were received and circulated to the Directors. It was agreed that three of the applicants should be invited for interview. The interview panel will comprise JA, IAH and AM, and they will agree a process for the interviews between them. **Action BH** to arrange the interviews on Thursday 30th January 2014 and make up interview packs.

10. Building Plots. Draft plans have been received from Bruce & Neil for the six proposed building plots. As the plots are in pairs and the planning authority are known to prefer 'clusters' it was agreed that the two plots at Kengharair and the two on the straight on B8073 travelling east from the Langamull haul road should be applied for first. The remaining plots will be put on hold until it is seen how quickly the others sell. **Action CM** to inform residents that the planning application on the two plots nearest them will not be submitted for the time being. **Action IAH/AM** to proceed with four planning applications taking cash flow into consideration for the timing.

11. Changes at MacPhees. We have been advised that Johnny Bell will be leaving MacPhees to set up his own practice. He has done a lot of work for NWMCWC Ltd pertaining to company law and has frequently not charged for his advice. He has indicated that he would be happy to continue this arrangement in his new practice. The Directors agreed that matters of company law should be directed to Johnny Bell in his new practice and that for all other legal matters we will continue to use MacPhees. **Action BH** to respond to MacPhees' letter.

12. There was no **Correspondence** that had not been covered under other items.

13. Any Other Competent Business. Directors Rotation. At the AGM two Directors are required to stand down even if they have not completed their term of office. At this year's AGM JA and IT will stand down to comply with this. Both are in their first term of office so are able to stand for re-election and they have agreed to do this. It was noted that IAH will have left the employment of NWMCWC by the AGM and he has agreed to be nominated for election to the Board. **Action BH** to write to Community Council re their right to nominate a Director.

Open Day. The Woodfuel Open Afternoon went well with around 30 people attending including Directors and children. **Action AM** to follow up the connections made with Tobermory high School. It was suggested that another event could be held later in the year.

Website. The current website manager has indicated that she would be content if we asked someone else to redesign our website. She is happy to continue putting Minutes etc up in the meantime and to co-operate with the new web designer about archived material. It was agreed that another local person should be asked to design a new website with input from AM and CM about style and content. Once it is up and running additions and removals will be handled by BH or Directors.

Ministers Path. In consultation with Argyll and Bute Council (A&B) the first 50 metres of the Ministers Path has been varied to run down the haul road rather than through some unstable larch.

Work Placement. An approach has been made by A&B to see if NWMCWC Ltd can help with a 4 week work placement for a jobseeker. It was agreed that in principle this would be alright but that more information was required about the person's skills before progress could be made. It will also be made clear that if the person was given a placement it would be outside work with minimal

supervision. **Action BH** to contact the council worker for more information.

Forest Crofts. The registering of the tenants of the final six Forest Crofts is almost complete and as soon as the leases have been returned to us the invoices for ingo and first year's rent will be sent out. At this point it will be necessary for all the crofts to be properly surveyed so the exact boundaries can be marked out for fencing. IAH suggests a meeting of all the Crofters to encourage them to get together and get someone to carry out all the surveys in one go. At the same meeting the Crofters can be asked to prepare more detailed information about how they will apply the Forest Design Plan to their crofts. Tilhill have been asked to ensure that all the crofts in Langamull South are cleared as a priority. It was agreed that all these issues should be put on the Agenda for the next Board Meeting for more detailed discussion. **Action BH.**

14. The **next Board Meeting** will be held on **Monday 24th February** 2014. The one after is likely to be held on Monday 17th March.

The Meeting closed at 10.00pm.

1. **Timber Haul Road** – Now requires further work in places – Grader and roller due on Mull for FES work and we'll try to utilise whilst on island. Still outstanding
2. **Phytophthora Ramorum** – Still awaiting FCS sampling. Latest guidance and licensing would mean that we could use any infected trees on island for woodfuel or sawlogs as long as any co-product i.e. bark, slabs etc was incinerated. No Change
3. **Fishnish Fixed Pier** –Complete and operating
4. **Timber Harvesting** –The tidy up/ completion of Langamull North is virtually complete.
5. **Island Woodfuels**– New operation going well Andy Mayo's report will cover financials. Tractor timber trailer with loader and Loadall now on Island, overheating issue with the Loadall but it is covered by warranty, investigation of the cause is ongoing. Funding identified for training and when recruitment is complete training will be scheduled.
6. **Forest Crofts** – All crofts are now registered, initial rental invoices and ingo invoices will be issued as soon as contracts returned from the Land Court.
7. **Access Feasibility Study** – An order for the construction of the new path to Kildavie has been issued to James MacPhail, completion is expected end February
8. **Medium Term Income - Woodland Burials** – The final clearance of and management of the retention in 915 is now virtually complete. Site walked and preliminary location agreed but a survey to establish soil depth and condition is required preliminary costing for site surveys have been received. Feedback from the BIG lottery also suggests that Investing in Ideas and Awards for All may not be possibilities
9. **Micro Generation – Hydro West Ardu** - The connection offer has been received :-
 - a. Now confirmed that we will not have any restrictions on export of power generated.
 - b. CAR licence - SEPA - Revised design and details of the Nappe i.e. fish pass have been submitted to SEPA and accepted. Abstraction Licence issued.
 - c. Further drawings have been requested by A&BC, will now take forward planning in conjunction with Bruce and Neill.
10. **Kildavie** –An order has been placed for the interpretive signs and funding applications made. Funding totalling £1775 has been received. Signs are now in production.
11. **Rural Housing Association - Our Island Home** – The short list of entries (5) was compiled on the 28th of November and includes a local architectural practice. The final decision will be announced at the Rural Housing Scotland conference in February.

IAH 17/01/2014

Finance Report to 31st December 2013

Current Balance

Petty : £6.17

Bank : £6313.76

Significant movements since last report

Debits

1. Annual Insurance - £1,214.13
2. Deposit on tractor, trailer and loadall - £5,990
3. VAT on tractor, trailer and loadall - £11,980
4. VAT repayment - £2363.87

Credits

1. Island Woodfuels monthly bill - £3,264
2. Monthly Tillhill credit - £3,000

Upcoming Significant Movements

(excluding regular costs / credits as well as Hydro)

1. Ronnie Neil part payment for planning permissions - £4,300
2. Kildavie Signage - £750 (approx) (more likely Feb)
3. Additional insurance premium for new equipment / operations - £857.41
4. PAYE Quarterly payment - £1,093.35
5. Clements Audit payment - £540

Haul Route

In the coming months, there will be one further bill related to Servitude final payment to be paid to FCS (£15,000).

Trading Company

Current Balance: £10,021.38

Significant Movements:

Woodfuel sales credits : £8,659.06

Woodfuel operational debits : £1,522.87

Charity Management Fees debit: £3,264

Andy Mayo

21/01/2014