

**Minutes of the Board Meeting for
North West Mull Community Woodland Company Ltd
Meeting held on Friday 14th March 2014**

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

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

1. CM **welcomed** everyone to the Meeting.
2. There were **apologies** from John Addy and Neil Munro.
3. The **Minutes** of the Board Meeting held on Monday 24th February 2014 were **signed** by JM (who had chaired the Meeting) as a true record of the proceedings.
4. **Matters Arising.** It was agreed that the self funded dinner to celebrate IAH's retirement will be held on Friday 11th April 2014 at Am Birlinn. All Directors and employees plus partners to be invited. **Action BH** to circulate for RSVP for numbers. **Action CM** to book table and minibus.
5. **Four items** were **declared** that are not on the **Agenda**: i. Leave of absence, ii. DTAS training – Basics of being an Employer, iii. Visit by Her Majesty's Inspectorate of Education, iv. Shed.
6. The **Finance Report** was circulated by AM before the Meeting. The housing plot planning applications have been submitted. The application for planning for the Micro Hydro will be submitted very shortly. The costs for this can be reclaimed from the CARES loan.
7. The **Development Manager's Report** was circulated by IAH before the Meeting. Road repairs have been carried by TSL at a cost of £12,500.00. Forestry Commission are now using the Crannich and Aros stretches of the road so maintenance costs will be shared in future. Training has been arranged for Alan Quinn, some will be off Island but other volunteers will participate in the local training. A meeting of the Forest Crofters was held earlier this week. **Action IAH** to find a quote for the surveys and contact John Little to see if he will give the Crofters an insight into the requirements for their individual Forest Design Plans. The new path to Kildavie is now complete. The winner of the Our Island Home design competition is based in Fife. **Action CM** to discuss availability of grants for affordable housing with Rural Housing Association. The Micro Hydro application will be submitted to Argyll and Bute Council as soon as the new drawings for access have been added. There should be a response within eight weeks.
8. **Recruitment of new Development Manager.** The DTAS Increasing Capacity grant is now almost certain to be available meaning recruitment can commence. It was agreed that the post should be advertised in Round and About (May issue), Oban Times (2 consecutive issues) and be circulated via the DTAS, CLS and CWA networks, as well as on the Company noticeboard and website. Advertisements will carry a closing date in the middle of May. **Action BH** to look up original advertisement and job specification to adapt and circulate to Board for discussion.
9. **Woodfuel.** AM presented the Profit and Loss figures which show that things are going well. A drop in orders is expected in the summer, but this time will be used by Alan to move timber around so that autumn and winter deliveries will be as efficient as possible.

The Renewables Fair was affected by ferry cancellations that prevented some exhibitors from getting to Mull, but was useful and some new contacts were made. It was agreed that another vehicle would be useful to maximise efficiency of deliveries.

10. AGM. The Annual Accounts are still awaited due to a delay in Tilhill receiving the request for their report. If the accounts arrive in the next few days the AGM will be held on 15th April but no notifications of this date will be sent out until it is absolutely definite.

11. Building Plots. Planning applications have been lodged for four housing sites. Two local residents have been to the Office for more information about the sites. A response is expected from the Council in around six weeks.

12. Forest Crofts. This was covered in item 7.

13. Archaeology. IAH has received a letter from Ian Hill setting out exactly what his team want to do. They will manage the whole project including organising local volunteers. He will provide a contract that covers everything.

14. Correspondence. CM had received a letter from a local resident expressing opinions about the harvesting at Langamull. This was passed on to IAH who responded to every point, explaining the facts in each case.

15. Any Other Competent Business. i. Leave of absence. Neil Munro has requested a leave of absence for a few months while he works off Island, but remains fully committed to being a Director of NVMCWC Ltd.

ii. DTAS training – Basics of being an Employer. DTAS are running a one day training course on 8th April. At the moment no-one is free to attend but Wendy Reid has agreed to send copies of the presentations and other handouts.

iii. Visit by Her Majesty's Inspectorate of Education. HMIE like to include wider community projects in their visits to give context to the schools. They will visit for about one hour on Tuesday 18th March and IAH will give a presentation and organise a visit to the woodlands.

iv. Shed. A small lockable shed at West Ardhu has become a high priority so tools and other equipment can be secured. It was decided that a small shed could be built using Woodmizer offcuts with a felt roof. **Action All** as soon as possible.

IT has inspected a boundary stock fence with one of our neighbours. It was agreed he should carry out a repair prior to full refencing, but that deer stobs should be used so full protection can be included later on.

16. The Next Board Meeting will be held on **Monday 21st April 2014**. The one after is likely to be held on 12th May.

The Meeting closed at 9.30pm

Development Managers Report March 2014

1. **Timber Haul Road** – Repair work underway via TSL authorised spend £12500 to repair the full length and the link into Lettermore. In the near future the roads in North Langamull will be scraped and filled now that bulk Timber haulage is complete.
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. **Timber Harvesting** –The tidy up of Langamull North complete. Work is proceeding in Langamull South but some White Tail activity has been noted.
4. **Island Woodfuels**– New operation going well Andy Mayo’s report will cover financials. All equipment operational. Training being scheduled Alan now in post and training scheduled.
5. **Forest Crofts** –Crofters meeting scheduled for 11th March resulted in a request that we try to arrange some Technical input to facilitate the Crofters Forest Design Plans and that we try to arrange for a surveyor to mark out all boundaries on a shared cost basis.
6. **Access Feasibility Study** –Construction of the new path to Kildavie is complete and the signage is expected in the next week or two.
7. **Medium Term Income** – An application for revenue funding from a SG programme to allow us to develop our projects over the next 2 years and provide a replacement for IAH has been accepted in principle and should provide approx £70K over 2 years from the end of March 2014.
8. **Micro Generation – Hydro West Ardhu -**
 - a. Further drawings have been requested by A&BC, will now take forward planning in conjunction with Bruce and Neill.
9. **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.
10. **Rural Housing Scotland - Our Island Home** – The final winning design was chosen and revealed at the Rural Housing Scotland the 90 m2 design has been costed at under £100K for the build on a serviced plot with an anticipated annual heating cost of less than £300

IAH 12/03/2014

North West Mull Community Woodland Company Limited
Finance Report to 28th February 2014

Current Balance

Petty : £6.17

Bank : £20,674.26

Significant movements since last report

Debits

1. Planning permission on four plots £2,586.74
2. SEPA accreditation work £1,089.00
3. Additional insurance on vehicles £365.65
4. Crannich Purchase legal fees £975.00
5. Balance of outstanding legal fees £254.20
6. Monthly payment on woodfuel equipment £1107.75

Credits

1. HMRC VAT repayment £10,261.33
2. Croft rents £2,759.00
3. Island Woodfuels regular payment £3,264

Upcoming Significant Movements

(excluding regular cost/credits)

1. Debit £10,000 repayment of short term loan to cover period before bequest
2. Debit £4020.00 Kildavie path
3. Debit £750 Kildavie signage
4. Debit £975.00 Legal fees for Crannich purchase

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: £9,311.88

Significant Movements:

Sales credits : £13,919.07

Operational debits : £5,336.83

Charity Management Fees debit: £3,264

Andy Mayo

