

**Minutes of Board Meeting for  
North West Mull Community Woodland Company Ltd  
Meeting held at Dervaig Church Hall on  
Tuesday 26<sup>th</sup> June 2012**

**Present:** Colin Morrison, Ailsa Morgan, John Addy, Andy Mayo, Catriona Laurie, James MacPhail, 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 29<sup>th</sup> May 2012 were **signed** by CM as a true record of the proceedings.
4. **Matters Arising.** An area near the hammerhead at Langamull has been cleared leaving a convenient layout for harvesting to be watched by members of the community. It was agreed that the end of July or early August would be a good time. **Action IAH** to find out which weekend around this time is best for the harvesting contractors.

So far only two responses have been received for the Housing Need Survey. The closing date is 3<sup>rd</sup> July.

Part 1 of the 5 Year Review has now been received. **Action IAH** to forward to web manager for website as soon as possible. Part 2 is expected very soon after final amendments to costings for future plans.

IAH has been unable to contact Mr D Thomas about the reinstatement of our boundary as he is abroad at the moment.

As yet no response has been received from our solicitors concerning the interpretation of the Balfour Paul servitude.

5. There were three **items** not on the **Agenda**: i. Future of firewood and secure compound, ii. Big Lottery signs, iii. Notice board at Dervaig Stores.
6. JM had previously circulated his **Finance Report** and it was agreed there was no need for discussion on any items in his absence.
7. The **Development Manager's Report** had been circulated previously by IAH. The delay to the fixed pier at Fishnish is becoming an issue as it means a further year at higher than budgeted transport costs. IAH and Gavin Brown of UPM Tilhill have met Andy Leitch at Forestry Commission Scotland to discuss what can be done to speed things up and alleviate the effects of the higher costs. A letter confirming the gravity of the situation has been drafted. **Action IAH** to circulate to Board for comments, then to despatch letter.

The CARES application for the Micro Hydro is nearly ready for submission with a likely answer in August. IAH described and showed a diagram of a draft structure for a debenture scheme to help with funding the project. The Board unanimously agreed that it could be sent to our accountants and solicitors to check everything is legal and doesn't have any adverse implications. **Action IAH** to progress.

The landowner has indicated that he is happy with the principle of the new agreement concerning the access to West Ardhru past his plot, but has yet to see the draft document.

**8. There were no Progress Reports.**

**9. Woodland Event on 25<sup>th</sup> August.** CL and BH will liaise about designing posters and an ad for Round and About. Alan Quinn has agreed to organise the Cycles Races and has insurance to do so. AM will organise a Tombola and Raffle. Other events are on target as previously discussed. The week before the Event the area will need to be strimmed. It is planned to borrow a gazebo and BBQ from the Village Hall.

**10.** 13 regular volunteers attended and passed the **Emergency First Aid Course** on 22<sup>nd</sup> June. It was agreed that the Company should purchase 2 large first aid kits from the course providers and that they should be kept in the Office and collected prior to every work party. The kits cost £30.00 each excl. VAT and contain everything that was recommended and used during training. **Action BH** to purchase kits and contact volunteers and chainsaw users to see if anyone else would like to buy one.

**11. Attendance at Board Meetings.** IAH has produced a draft policy and will circulate it round the Board shortly. **Action IAH.**

**12. Minister's Path Repair.** CM volunteered to have a recce and see exactly what work is required to repair and clear the path. **Action JM** to set a date for the work party and organise it. An email will be circulated to members once the date is set asking for volunteers. Posters will also be put up locally for those without email.

**13. Correspondence.** Our application to the Coastal Communities Fund has been refused on the grounds that they were heavily oversubscribed.

**14. Any other competent business.** i. JA and JM plan to discuss a secure compound when JM is back. Ideally a double ended structure is required to allow ingress and egress of splitter etc. It needs to be big enough for secure storage and work space.

JM asked that the Board's attention be drawn to the situation re firewood provision. The current arrangements need to be reviewed as one of our volunteers has concerns about the maintenance costs of using his own equipment to split and deliver firewood and his significantly increasing time involvement. JM would like Directors to consider the situation for further discussion and will talk to the volunteer concerned re future amended ways of working to address these issues.

ii. Some signs have been received from the Big Lottery that we are required to display at our woodland entrances. CM volunteered to put these up at Langamull and West Ardhru by attaching them to the existing signage if possible.

iii. It was suggested that a new notice board for the use of community organisations ie Village Hall etc, but not commercial, could be sited on the wall of Dougie's shop. Action AM to ask Dougie if this would be acceptable, and if so to ask Basil to make and glaze it.

**15.** The **next Board Meeting** will be held on Tuesday 31<sup>st</sup> July 2012 at 7.30pm in Dervaig Church Hall. The one after that will be on Monday 27<sup>th</sup> August.

The Meeting closed at 9.00pm.

# **North West Mull Community Woodland Company Limited**

## **Finance Report to 21st June 2012**

### **General**

Petty cash stands at £9.67.

Cash available is £21,076.08. This balance is after payment of salaries and all other invoices due this week .

Significant movements during the past period were

- 1) Payment of £13,200 to H. Balfour Paul for final part of Servitude.
- 2) A credit of £3,351.94 from Tilhill for proceeds of part of sale of Roadline timber.
- 3) A credit of £480 from CWA for assistance with a research project.

Noted that the Company has joined DTAS.

### **Haul Route**

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

### **Fundraising**

The Directors must continue to focus on future/innovative fundraising activities and / or grant opportunities to help meet upcoming costs.

### **Upcoming Costs and Receipts**

Further significant costs will be incurred in the coming months re the Haul Route (Servitudes as noted above), Mini Hydro, Forest Crofts and Paths and Access projects. Specific costs are noted below;

Mini Hydro - Planning and connection fees - approx £1,500 (no action to take place on this until latest information of 'fits' is available in the next few weeks).

- Access works at West Ardhu - quotes being obtained.

Paths and Access - All bills for this study have been paid and the Company will be due approximately £6,000 of Grant funding to offset our expenditure.

VAT repayment on proceeds of sales to date of Roadline timber, approx £2,900 will need to be paid to HMRC.

The next NI & Tax payment to HMRC will be due in July - approximately £2,400.00.

There should also be a small receipt in due time re chip and firewood proceeds of sale of the roadline timber but that will be not be significant.

### **Short Term Future Financial Position**

Cash remains secure for the next several months.

### **Trading Company Balance**

Balance stands at approximately £1,800.

### **J.N.Morrison - Treasurer**

## Development Managers Report May - June 2012

### 1. Timber Haul Road

- a. Evidence of items going missing. We need to create a locked storage yard for materials. Minor repairs to surface undertaken

### 2. Fishnish Fixed Pier

3. Set back with this as FES are now not predicting completion until July 2013 whilst also wanting us to cease use of the floating pier in Feb 2013 when they start construction. Neither positions are acceptable to us and I have already met with FCS in Edinburgh,

### 4. Timber Harvesting

- a. Harvesting is now continuing in Langamull with the breakout and production rate significantly better than the prediction used for the initial budgeting on the project.
- b. Public intrusion onto the working areas is much reduced. Will you all please be aware of, and emphasise the risks of, entering areas that are subject to warning signs whenever you are talking about the operations to our members and the public.
- c. If anyone wishes to visit the operations will they please contact me so that we can arrange an accompanied visit and provide Hi-vis tabards and hard hats.

### 5. Timber Haulage and Floating Pier

- a. The timber haulage contract is now underway using the Low Ground Pressure vehicle and another Central Tyre Inflation vehicle from TSL direct with all exports via the floating pier.
- b. The exchange of letters with Mrs Thomas continues.

6. **Forest Crofts** – The crofting commission is now satisfied with the results of the advertising process and the contracts have now been submitted to the Land Court for final approval which is expected to take 4 – 6 weeks and cost us a further £750.

7. **Access Feasibility Study** – The final report has been received and is available in the office, **we now need to start work to prioritise the possible projects.**

8. **HIE/FCS 5 year Review** – The final report was expected by early May. Personal issues affecting one of the consultants have resulted in a 3-4 week delay

9. **Housing - Sale of Proposed Building Plots - Use of Sitka** - No change

### 10. Medium Term Income

- a. Woodland Burials – as soon as the preferred area in Langamull North has been harvested initial surveys on soil depth etc will be undertaken
- b. Leasing Birch Woodlands – Not progressed this month.

### 11. Micro Generation – Hydro West Ardhu

- a. When we create the access which needs to be in the near future we will need to obtain planning permission, it is not expected that that will be an issue although it will probably cost in the region of £750 overall including the preparation of all drawings.
- b. Initial acceptance received onto the CARES Loan scheme and detail application is now underway the next round of applications will be considered in late August.