

**Minutes of Board Meeting for  
North West Mull Community Woodland Company Ltd  
Meeting held in Dervaig Church Hall on  
Monday 30<sup>th</sup> September 2013**

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

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

1. JM as Acting Chairman **welcomed** everyone to the Meeting.

2. There were no **apologies**.

3. The **Minutes** of the Board Meeting held on Monday 19<sup>th</sup> August 2013 were **signed** by JM as a true record of the proceedings.

4. **Matters Arising.** There has been no progress re Dervaig Toilets but Argyll and Bute Council has acknowledged receipt of the correspondence.

JM is making good progress with setting up the internet banking authorised users.

There has been no progress with the firewood shelter due to a shortage of pallets on the Island.

**Action JM** to find a new source and move this forward.

Croft Seven has been allocated and the registration paperwork has been started.

5. **Declaration of Items** not on the **Agenda.** i. SSE work party. ii. IAH retirement. iii. Christmas meal. iv. David Winfield.

6. AM had previously circulated the **Finance Report** and there were no items requiring further clarification. AM would like to move away from paper based payments and use a more electronic system and had circulated a discussion document re authorisation. The new system was discussed and approved by the Directors and AM will start putting it in place. AM has discussed the authorisation process with our accountants/auditors and they believe it is robust.

7. **The Development Manager's Report** had been circulated previously by IAH. UKWAS have carried out their annual inspection and renewed our accreditation. JM thanked IAH for all his work to prepare for the audit. There has not been confirmation to date about the phytophthora ramorum but Forestry Commission are due to carry out their tests very soon. If the disease is confirmed IAH will ask that the trees should not be felled as this solution has proved to be ineffective in Dumfries and Galloway.

The new pier fixed pier at Fishnish is due to be ready for business by the middle of October but the rates have not been confirmed yet.

8. **Visit to Sawmill.** IAH has not been able to speak to his contact yet but will sort out a suitable date as soon as possible.

9. **Firewood.** There have been discussions with third parties with a view to expanding the wood fuel supply business.

It was agreed that the wood fuel trading should be run under the name Island Wood Fuel and that it must be structured as a proper retail business with good management.

10. **Scavenger Licences.** The final clearing of Langamull north has not yet been completed and as there are restrictions in place due to the possible presence of phytophthora ramorum it was

agreed that the Licences should not be issued for the time being. **Action BH** to notify applicants of this decision.

**11. Ulvaferry School Community Association (USCA)** has approached NWMCWC Ltd with a request for help with a housing matter. A piece of land has been donated for affordable housing to be built but it could take USCA/MICT a year to be registered as a Rural Housing Body (RHB). As NWMCWC Ltd is already registered as a RHB it was hoped that we can help with putting a burden on the piece of land. They would have to agree to cover all the legal costs involved. The Board is happy for IAH to continue discussions with USCA.

**12. Correspondence.** A letter has been received from the solicitors dealing with the estate of a generous benefactor asking for signed acceptance of the bequest. BH has signed and returned the letter in her capacity as Company Secretary and the bequest will be forthcoming in the next few weeks.

JM has had a discussion with a local resident in connection with his letter. It had been suggested that lorries were starting up in the morning within 80 metres of his residence but it was shown that the distance was significantly greater and not unreasonable. The resident had asked for a community meeting for questions and discussion and BH had circulated the membership to see if there was support for this. Out of c160 members only 5 wanted a meeting so it was agreed that rather than call an open meeting these individuals should be invited to set a time when they could have an informal session with the Directors about the issues they wish to raise. JM had also accepted that the resident does not have access to the internet so will offer him the opportunity to collect a hard copy of the published Minutes and Newsletters from the Office. **Action BH** to ensure these are available.

**13. Any Other Competent Business.** i. The SSE gang are due on Tuesday 1<sup>st</sup> October to carry out the work on hanging and fallen trees by the dog walking path in West Ardhu. JM will greet them and ensure they have everything they need.

ii. IAH would like to retire from his paid job as Development Manager next March 2014 but has generously offered to spend up to a year after his retirement training up a new manager. He is happy to work for 2 days a week at no cost to the Company apart from reimbursement of travel expenses. The Directors thanked IAH for this very generous offer and discussed ways and means of funding a replacement. It may be a good idea to co-opt IAH onto the Board. The Board agreed to consider their options in the light of IAH's decision to retire and will bring ideas to the next Board Meeting.

iii. It has been suggested that the Directors and employees have a self funded Christmas meal together this year. A suitable date is to be agreed as soon as all the invitees have responded to the list circulated by email.

iv. The Directors are saddened to hear of the recent death of David Winfield. He was a good friend to NWMCWC Ltd and the funeral details were given to the Directors.

**14.** The **revised date** of the next Board Meeting is **Monday 11<sup>th</sup> November** 2013 at 7.30pm in Dervaig Church Hall. The one after is likely to be held on 9<sup>th</sup> December 2013.

The Meeting closed at 9.55pm.

## Development Managers Report August/September 2013

1. **Timber Haul Road** –
  - a. No current issues.
2. **UKWAS** – The UKWAS audit for 2013 was carried out 2 weeks ago and resulted in a sign off. There was one comment and one minor corrective action that is not due for completion until summer 2014
3. **Phytophthora Ramorum** – As previously advised we have been notified of suspected infection in Langamull. We are now awaiting sampling by FCS. In case the infection is confirmed notices requesting visitors to apply hygiene processes both to their footwear and animals have been erected.
4. **Fishnish Fixed Pier** –
  - a. Completion still expected early October.
  - b. The 3<sup>rd</sup> Pier user group meeting confirmed completion still due 2<sup>nd</sup> week October, we will face a 2 week period when we can't export but the in forest stocking areas are large enough to accommodate this.
5. **Timber Harvesting** –The tidy up/ completion of Langamull North has now started and will take approx another 3 weeks
6. **Woodfuel** – Kindla and Wood processor now on site as a result of a generous bequest.
7. **Forest Crofts** – The tenant for the vacant croft has been chosen and the registration process started.
8. **Access Feasibility Study** – An order for the construction of the new path to Kildavie will be issued to James MacPhail.
9. **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
10. **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 - Design and details of the Nappe i.e. fish pass have been submitted to SEPA.
  - c. Further drawings have been requested by A&BC these are on hold until the SEPA issue is resolved.
11. **Kildavie** –An order has been placed for the interpretive signs and funding applications made. The first funding for £1500 has been applied for.
12. **Rural Housing Association - Our Island Home** – Project launched at Holyrood earlier this month, short list of entries will be held on Mull in late November.
13. **Steve Maker Croft 4** - Steve has decided not to request the retention as he felt unable to guarantee prompt removal of any resulting wind throw.

**North West Mull Community Woodland Company Limited  
Finance Report to 30th September 2013**

**Current Balance**

Petty : £6.17

Bank : £11,288.20

**Significant movements since last report**

Debits

1. £9,635 Firewood processor

2. £3,600 Kindler

Credits

1. £3,000 monthly loan from Tillhill

*Note that a VAT repayment of approx £2,600 on the firewood equipment will be due in December*

**Upcoming Significant Movements**

*(excluding regular staff and office costs)*

1. Debit £700 (approx) Micro Hydro Planning

2. Micro Hydro legal fees

3. Access works at West Ardhu for Micro Hydro

**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: £4,319.24

Significant Movements:

Bulk Fuelwood : credit £3,040

Fuelwood: credit £576

Transportation: debit £813

Andy Mayo