**Minutes of Board Meeting for**

**North West Mull Community Woodland Company Ltd**

**Meeting held on Monday 29thth April 2024 @ 7:30pm via Zoom**

**Present:** Anne Cleave **(AC),** Ian Hepburn **(IH),** Colin Morrison **(CM),** John Addy **(JA),** Wendy Reid **(WR)**

**Also present:** Alex Lane **(AL) –** minutes

**Apologies:** Tracy Mayo

**1. Welcome –** Anne Cleave welcomed everyone to the meeting.

**2. Minutes from** 03/04/2024- not all had read, so approval will be postponed to the next meeting.

 **3. Conflicts of Interest –** none.

**4. Matters Arising –** none.

**5. Ulva**

**Water System** **–** **WR –** NWMCWC has been awarded a grant of up to £80,000 to cover the cost of installing a new treatment unit on Ulva. **ACTIONS: JA will go over the full spec with WR and WR will share the quote with the board**.

**Housing** **–** **WR –** The Argyll Community Housing Association (ACHA) feasibility study meeting was proposed for 2nd of May with Paul Barham. **ACTION: BOARD will look at plans and raise any concerns before the 2nd. WR** briefly described her visit to the prefabricated housing factory.

**Ulva House** **–** **WR –** the quote from SSE needs to be validated. **WR** requested that someone from the board look at the contract to double check and approve it. **ACTION: IH will look over the SSE contract for WR. JA** suggested thatthe work on the trench be carried out ahead of time.

**Sheila’s Cottage** **–** **WR –** the thatcher has said he will come in July and the materials for the thatching are secured with the supplier. **WR** suggested that NWMCWC have a contract set up with the thatcher. **ACTION: WR will put together a contract and send it to the board for approval along with the thatcher’s quotation.**

**Housing Refurbishments – WR –** at the time of the meeting the cracking around the staircase and water ingress from the windows had been sorted, and only outstanding item was the drafts. This is now being addressed, and once complete NWMCWC will be able to sign off with TSL. **WR** **–** The boilers/SOC pumps require service. **ACTION: WR will get a quote and alert the board of the quote amount.**

**Drains and Septic** **– WR –** TSL have given a different recommendation regarding the drains at the back of No 1. and No 2. Bracadale. **ACTION: WR to send TSL’s proposal to IH.** There was no response about the septic tanks. **ACTION: IH and WR are pursuing a resolution for the septic tanks.**

**Residents – WR –** identified three separate areas of concern regarding an Ulva tenant who is in arears with water and sewerage charge and committing unsocial activities. After much discussion, the board agreed they would like the tenant to pay the money owed, and stop any other unsocial activity. A**CTION: BOARD will ask the company solicitor how to best go about achieving this. CM will contact the tenant’s employer and request that a written warning be issued**

**Maintenance Operative** **– WR –** a meeting needs to be scheduled to answer applicant questions. **ACTION: It was agreed to schedule a meeting with IH, JA, and WR to discuss the application on the 7th or 9th of May. The board agreed to discuss the applicant’s other ideas, and possible opportunities, including the lease of a bothy or a bike hire business. The subcommittee will review the outcome of the meeting with the rest of the board before getting back to the applicant in another scheduled meeting.**

**Other – WR –** **WR** and **AL** have been working on website and newsletter. Funding for garden drainage was unsuccessful, so will have to be looked at again.

**WR** left the meeting.

**6. Finance – AC –** the repairs to the buggy wheel have been completed and the tenant will be reimbursed for half the cost. The charity is still waiting to hear that the accounts have been submitted to Companies House. **AC –** The board needs to decide if they are going to advise the office manager that phase 1 of the replant is complete so the ring-fenced money can be released. After some discussion, the board agreed that if necessary, the charity can access up to £50,000 of the ring-fenced money from phase 1. The board also agreed to call these funds ‘protected’ instead of ‘ring-fenced’ and will review it at every board meeting.

**7. Community Woodland –** no new updates at this time.

**8. Woodfuels –** **CM –** the Trading Company showed a small profit last year. Due to a miscommunication about the timber the firewood was sold by James Jones/Treestory. **CM** is working on a swap of some of the larch with South West Mull and Iona Development Trust. Woodchip continues to be sold to private customers. There is still no update from PCC, however, there has been some other possible commercial interest shown in the larch.

**9. Correspondence –** none.

**10. AOB**

**1. AC –** The complaints procedure, which was previously sent around by **AL**, needs to be approved. The board approved the complaints procedure.

**2. CM –** Regarding the email from a member about a request for aggregate for Langamull track, TSL offered two tonnes of type 1 for approximately £80. **CM** proposed that NWMCWC purchase five tonnes to be delivered just through the gate at the end of the woodlands**. ACTION: AL is to request quotes for five tonnes of type 1 from Pennygown Quarry and TSL. CM will contact PG.**

**3. Bank signatory –** **AC** will be other required bank signatory alongside **CM**.

**4. CM** **–** The Ulva Farmer messaged about getting a signatory for the last year of the Agri-Environment Climate Scheme (AECS) system which he took over from NWMCWC. **CM** signed.

The meeting closed at 20:48 pm – next Board meeting date is 27th May at 7:30pm.