

**Minutes of Board Meeting for
North West Mull Community Woodland Company Ltd
Meeting held on Tuesday 13th May 2014**

Present: Colin Morrison, John Morrison, Ian Hepburn, Andy Mayo, John Addy, Iain Thomson.

Also Present: Belinda Hale (Administrator and Company Secretary).

1. CM **welcomed** everyone to the Meeting.
2. There were **apologies** from Neil Munro
3. The **Minutes** of the Board Meeting held on 21st April were **signed** by CM as a true record of the proceedings.
4. **Matters Arising.** The order for the Croft Survey is now in place.
5. **One item was declared** that was not on the **Agenda:** CLS Conference.
6. The **Finance Report** had been circulated by AM prior to the Meeting. All training has now been paid for. The SRDP restructuring grant has been received.
7. **Development Report.** IAH had circulated a report prior to the Meeting. AQ has completed all his training. It was agreed that it is a priority to move AQ towards taking over all the woodchip deliveries as soon as possible.

The winning architect for the Our Island Home competition is keen to get started on building his design. It was agreed that NWMCWC Ltd will retain control of the whole project including site design and layout, infrastructure, cost base and sequence of delivery. The rental houses will be all that is managed outwith NWMCWC Ltd. Plots for sale need to be prioritised over rentals etc. **Action IAH** to contact architect and give him a timescale of at least 12 months before he can start on site work. IAH has a meeting with Argyll and Bute Council (A&B) planners on 29th May when all our housing development plans will be discussed.

The final plans for the Micro Hydro are still awaited from Ronnie Neil and will be submitted to A&B as soon as possible.

8. **Woodfuel.** AM presented a brief profit and loss spreadsheet for island Woodfuels. Orders were down slightly in April and costs high due to Robin being off Island. However, orders for early May are slightly higher than expected so overall things remain on target. Costs will reduce significantly once AQ takes over the woodchip deliveries and movement of timber for chipping to Crannich.

9. **Development Manager Recruitment.** Seven applications have been received with a few more expected before the deadline on Wednesday 14th May. It was agreed that all the Directors will participate in the initial sift of applications and draw up a shortlist for interview by Sunday 25th May. **Action BH** to contact all applicants on Thursday 15th to advise them of the process. Also to contact shortlisted and unsuccessful applicants on Monday 26th May. The interview panel will comprise IAH, JA, AM, IT and CM. It is hoped that interviews will be held during w/c 16th June.

10. **New Website.** The designer of the new website has given a very reasonable quote for hosting plus the costs of domain registration. This will provide up to 10 email addresses and unlimited bandwidth and website storage. Since then an approach has been made by Dervaig

Village Hall who have taken over the server used for our existing website. They would like us to put our new website on their server, but the terms are not quite as good. It was unanimously agreed that the independent local designer should deliver the whole package for NWMCWC Ltd. It was suggested that a joint fundraiser with DVH might raise more than the annual web fees. **Action AM** to contact him and DVH.

11. Correspondence. An application form for Salen Show has been received. It was agreed that NWMCWC Ltd will not take a stand this year but will take an advertisement for Island Woodfuels in the catalogue. **Action BH** to contact Show Secretary and book an advertisement. It was suggested that a similar advertisement could also be put in Round and About encouraging people to stock up with woodfuel before winter.

12. Any Other Competent Business. The Community Land Scotland Annual Conference will take place on 6th and 7th June on Skye. There are two places available to NWMCWC Ltd Members. IT may be able to attend.

13. The next Board Meeting will be held on **Monday 9th June 2014** at 7.30pm in Dervaig Church Hall. The one after is likely to be held on Monday 21st July. Due to A/L the Directors agreed to waive their right to 7 days notice of this Meeting and accept the notification 6 days before.

Meeting closed 9.15pm

Development Report May 014

1. **Timber Haul Road** – Repair work completed. UPM Tilhill have been asked to arrange the scraping of Langamull North.
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. Minimal impact, agreement for day to day harvesting activity locations to be agreed with RSPB direct.
4. **Island Woodfuels**– New operation going well Andy Mayo’s report will cover financials. All equipment operational. IAH, JA, JM and AQ trained on Tractor and Trailer. JA, AQ and IAH trained on Telehandler, JA, AQ, JM and IAH trained on HIAB. AQ trained on chainsaw mtce and crosscut + Felling trees to 18”. All of AQ’s planned training is now complete.
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. Order for surveying placed with Colum Scott and survey expected within 7 days.
6. **Access Feasibility Study** –Construction of the new path to Kildavie is complete and the signage is now installed some comment has been received that suggests further way markers are required between Kildavie and Langamull Farm.
7. **Medium Term Income** – the 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. We will receive £70K over 2 years and the first instalment has been received.
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** – Further excavation at Kildavie is planned for the late summer, this will be managed by a firm of archaeological consultants under a contract with NWMCWC Ltd.
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, work is underway to source funding for the project. It will be necessary to explore the working structure that we will adopt in working with the winning architects

IAH 12/05/2014

North West Mull Community Woodland Company Limited
Finance Report to 30th April 2014

Current Balance

Petty : £6.17

Bank : £5,973.01

Significant movements since last report

Debits

1. Chainsaw training £1,920.00
2. Legal Fees for Crannich purchase £975.00
3. Crane and Telehandler training £3,705.12
4. PAYE Quarterly payment £2,006.53
5. Woodmizer service and training £1,215.30
6. Monthly payment on woodfuel equipment £1,107.75
7. Annual Group Membership £900.00
8. KFT Kildavie signage £1,085.40

Credits

1. FCS Seedcorn fund for training £3,087.94
2. Chainsaw training participants £1,740.00
3. Tillhill March payment £3,000.00

Upcoming Significant Movements

(excluding regular cost/credits)

1. Credit £16,558.10 – SRDP Restructuring Grant

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: £3,583.33

Significant Movements:

Sales credits : £6,331.33

Operational debits : £3,632.09

Charity Management Fees debit: £3,264.00

Andy Mayo