

**Minutes of Board Meeting for
North West Mull Community Woodland Company Ltd
Meeting held at Dervaig Church Hall on
Tuesday 31st July 2012**

Present: Colin Morrison, John Morrison, James MacPhail, Catriona Laurie, Ailsa Morgan and 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 no **apologies**.

3. The **Minutes** of the Board Meeting held on 26th June 2012 were **signed** by CM as a true record of the proceedings.

4. **Matters Arising.** The new First Aid Kits have arrived and one will go out with every work party and be returned to the Office afterwards.

The Directors Attendance Policy will be put on the next Agenda for adoption. **Action BH.**

CM has put the Big Lottery signs up at the woodland entrances.

Dougie has agreed in principle to the idea of a Community Notice Board outside the Village Shop but the exact location has yet to be agreed. **Action CM** to progress further.

5. **Five items** were **declared** that were not on the **Agenda**. i. HIE Award Nomination, ii. Bellart dam, iii. MICT Broadband Survey, iv. Deer Management Group, v. Dervaig Toilets.

6. The **Finance Report** had previously been circulated by JM. The BBQ at the Forest Fun Day will be using venison burgers and sausages from a deer JMac delivered to the slaughterhouse which should keep costs down considerably. Other items on the Report required no further discussion.

7. IAH had previously circulated his **Development Manager's Report**. There is still no firm news about the construction of the fixed pier at Fishnish.

Part 2 of the 5 Year Review has still not been received and no reason has been given for the latest delay. Forestry Commission Scotland are expressing concern as they provided partial funding for the Review. IAH is chasing the Consultants.

IAH presented a selection of cash flow projections for different funding options for the Micro Hydro.

A breakdown of the Housing Need Survey results was also presented. Different options were discussed and IAH was authorised to make further enquiries. The Directors will consider holding a dedicated Board Meeting with just Housing on the Agenda.

IAH has been invited to a meeting of a local action group for LEADER following a discussion with one of their officials. The Board are happy for him to attend.

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

9. The **Housing Survey** was dealt with in item 7.

10. **Forest Fun Day.** Some Directors will hold a site meeting for the event after the Harvesting Demonstration on Wednesday 8th August, to plan car parking, routes for races, siting of Bouncy Castle, BBQ, toilets etc. They will hold a work day to mow, clear paths etc on Sunday 19th August. **Action Directors.** TSL will be requested to suspend timber transport on the day of the event (25th August) between 11.00am and 6.00pm. **Action IAH.** Portaloos need to be sourced and prices advised. **Action IAH.**

Harvesting Demonstration. This will take place on 7th August at 7.00pm in Langamull. **Action IAH** to check and mark site for spectators and carry out a risk assessment. Marshalls will wear hi-viz jackets.

11. Secure Compound. JMac and JM will look at the site and measure up. IT will check for fencing requirements.

12. Minister's Path. The first stage will be to remove the fallen trees. **Action JM** to organise a small chainsaw work party for this. A bigger party will then be required to lay a mat of logs across the bog. It is intended to advertise locally for volunteers for the second work party to try and get the community involved.

13. Correspondence. North West Mull Archaeology Information Group has asked us to put a link from our website to theirs. **Action BH** to organise with web manager.

The Community Woodlands Association Annual Conference is being held on the 1st and 2nd September. IAH will be one of the speakers. Action BH to circulate details and deadline for replies to Directors.

CM is still receiving emails from Margaret Lovell about the 5 Year Review.

14. Any other competent business. i. HIE would like to put NWMCWC Ltd forward for a community regeneration award and the Board agreed that this was a good idea. **Action IAH** to contact Claire Hannah.

ii. The partial damming of the Bellart near the recycling compound at Dunan Neil had been carried out by Argyll and Bute Council without consulting SEPA. SEPA have confirmed to IAH that they do not foresee any issues with the work. The land at Dunan Neil is no longer owned by NWMCWC Ltd.

iii. MICT are carrying out a local Broadband survey on behalf of HIE and have asked if our members circulation list can be used to contact more local people. **Action IAH** to clarify that we will circulate the details for MICT but cannot pass on our emailing list to a third party.

iv. Jim Corbett would like the Company to join the Deer Management Group and it was agreed that is a good idea. **Action JM** to contact the Group for an application form.

v. Dervaig Toilets. A&B have made a further site visit and declared that the current building is unsafe and needs to be removed. It is feared that if this happens all hope of a replacement will be lost. **Action JM** to contact Mary Jean Devon and the local MP and MSP for support. IAH suggested exploring the possibility of a rental unit with costs split between several organisations such as A&B, HIE, MICT etc.

15. The next Meeting will be held on Monday 27th August 2012 at 7.30pm in Dervaig Church Hall. The following one will be held on Tuesday 25th September 2012.

Meeting closed at 9.50pm.

Finance Report to 27th July 2012

General

Petty cash stands at £9.67.

Cash available is £18,675.82. This balance is after payment of salaries and all other invoices due this week, including 100 Club Draw prizes .

Significant movements during the past period were

- 1) Payment of £2,354.01 to HMRC for latest NI & Tax.
- 2) Payment of £300 for office rent for the period July / September.
- 3) Payment of £192 for insurance cover against Tax Investigation by HMRC.
- 4) Payment of £3,817.44 being the second part of costs re the 5 Year HIE study.
- 5) A credit of £4,800.00 from Tilhill re a Deergrid ordered by us but for FC use.
- 6) A credit/ grant of £1,240 from FCS to cover the recent First Aid course costs.

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 (Servitude 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

- 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. This is currently being processed by the Company.

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

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

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

Set back with this as FES is 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.

3. 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. By the end of June we had repaid over £40k of the roadway borrowings.

4. 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. No reply from Mrs Thomas to our last letter.

5. 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. Still awaiting final sign off.

6. 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.**

7. HIE/FCS 5 year Review – The final report on the story so far has been received and the Strategy/forward looking element has been finalised in draft, once again we are waiting for the Consultants

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

9. 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.

10. 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.

IAH 25/07/12