

**Minutes of Board Meeting for
North West Mull Community Woodland Company Ltd
Meeting held on Mon 27 July 2015**

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

Also Present: Malcolm Ward (Development manager)

1. CM welcomed everyone to the meeting.

2. There was apologies from Neil Munro.

3. The minutes of the Board Meeting held on **Monday 29 June 2015** were **signed** by CM as a true record of the proceedings.

4. Matters arising.

- Forest school brash still to be cleared and roof repairs to be completed. Action MW
- SWMID visit – no confirmed date returned by group for visit.
- Bank - No changes to be made to charity bank account.

5. Items not on the agenda

- Training
- Forest design plan meeting
- Toilets

6. The Finance Report had been circulated by AM prior to the meeting. A significant payment has been made to HMRC to cover VAT repayment. Upcoming significant payments will cover planning application fees for micro hydro and housing plots and a credit being made for woodfuel from the trading company.

7. The Development Manager's Report had been circulated by MW prior to the meeting. Timber harvesting has been completed in WA with only a small amount of forwarding to be completed when the Sea Eagles have fledged. A visit from UPM Tilhill to discuss the forest design plan review was made on Thursday 16 July. The PAWS survey was completed also to complete the UKWAS audit. A consensus agreed that Lodgepole pine should be removed from the mixed conifer replant plan and replaced with a 3 fir mix of Douglas, Nordman and Noble. Groundworks at the wood processing centre continue. Amendments to the shed drawings are being made by our architect. Enquiries are still being made in to Plant for the drying floor. The Argyll Regional Forestry Forum are to visit the woodlands and our woodfuel operation on Thursday 6 August. We've almost completed purchase of a new

delivery vehicle. An operators licence application has been submitted and training providers have been contacted to cover the driver's CPC requirement. The crofters met with Tilhill to discuss forest design plans. MW, IAH and CM were present and minutes of the meeting were taken. A follow up meet on 17 August at 7.30pm has been arranged. Planning has been submitted for the micro hydro site and talks are continuing over the uptake site lease. The 2 WA plots are now on the market and 3 more plots at LMN have gone to planning for approval. JM and MW met with the contractor to discuss and prepare a quotation for the woodland burials site. They returned the following week to fully set out the site. We expect a visit from West Highland Housing Association on 4 August to discuss the affordable housing project. The third sector transfer of Dervaig toilets application is under way and the application process has been streamlined to a single stage. A first draft has been sent for comment and returned with suggestions. Letters of support are being received from local businesses and residents.

8. Woodfuel and woodshed This item was discussed and minuted during the development manager's report.

9. Forest Design Plan This item was discussed and minuted during the development manager's report.

10. Housing As minuted in the development manager's report a meeting is arranged on 4 August with WHHA to discuss the Affordable Housing project. The first 2 house plots have gone to market in West Ardhu and "for sale" signs are up and 3 plots in Langamull are with planning.

11. Woodland Burials We await a quotation for groundwork and destump of the burial site. The site has been set out to facilitate this by MW/JM.

12. Micro Hydro The main scheme planning application has been submitted to A&BC and all fees paid.

13. Admin recruitment An interview was took place on Wednesday 22 July and the job has been offered to Louise Liddell. Louise will start on 28 August.

14. Correspondence A letter of invitation to the Community Woodland Association's annual conference has been received – board have asked if MW would like to attend if convenient. An approach has been made by the BBC to film a segment for their Landward programme at the end of September.

15. AOCB Training – training policy to be an agenda item at the next board meeting. **Forest design plan meeting** – a dedicated FDP board meeting is to be held. No decision on date yet.

16. Date of next meeting to be 24 August with a suggested date of 21 September for the following meeting.

Development Report July 2015

1. **Timber Harvesting West Ardhu** – The first phase of harvesting operations have now completed in West Ardhu and forwarding should be completed in the next few days. The coupe adjacent to the sea eagles has been left pending a decision on its future. After fledging some residual forwarding will take place in the red zone – this will coincide with the SSE job, shutting down the power line to fit a new pole in WA, spark gap at LMN and felling of the roadside strip in LMS.
2. **Forest Design Plan/SRDP/Re-plant** –Tilhill visited on 16 July to discuss the LTFDP review with the board. Options for the mixed conifer replant were discussed and the general consensus was for a move away from lodgepole pine to a 3 fir mix (nordman, douglas and noble). The cost of refence and replant of Langamull has been revised down taking in to account changes to the fence line, limiting mounding in strategic areas and reducing weevil spraying. Delayed and future grants were added to reduce the price also. It was suggested that the plantation in Glen Bellart may be left for now while we investigated its firewood value against the method and cost of extraction.
3. **UKWAS Audit** – With the completion of the PAWS survey on 16 July by Tilhill and MW the audit should now be complete.
4. **Island Woodfuels – Woodshed**: Groundworks are continuing on site with 3 outcrops of difficult rock still to be removed. Drying floor drawings have now been received from engineers, and we're expecting information on the boiler from HWE on Monday 27th July. Architect to arrange for woodshed drawings to be done following slight redesign to include a lean-to plant room. This will also ensure the design receives SER certification (structural engineers certification) and these will then be passed to shed supplier for production. IAH and MW had a meeting with a commercial customer to discuss future delivery options.
Visit: Argyll Regional Forest Forum are visiting Thursday 6 August.
Vehicle: We've almost finalised purchase of a 7.5t delivery vehicle. Engineers completed a favourable pre-purchase report and options to finance the purchase are being explored. The application for an operator's licence has been submitted and MW has contacted a training provider regarding a driver CPC course.
5. **Forest Crofts** – 4 crofters made the meeting with Tilhill on Friday 17 July to discuss creation of their design plan. CM, IAH and MW also attended and minutes were taken. A follow up meeting is to be held at the church hall on 17 August. It was suggested they may wish to meet as a crofting body and the church hall facility was made available if they wish.
6. **Micro Generation – Hydro West Ardhu** – The planning application for the full hydro site was submitted on Monday 20 July. NWMCWC's lawyer representatives of the Torloisk estate on 17 July regarding the intake lease. We've now restarted negotiations with the estate. Heads of terms have been sent and a timetable made to complete the process.
7. **Housing Plots for sale** – The first two plots in WA have gone on the market. Signs are now up on site and at the haul road end. The planning application for 3 sites in LMN has been submitted.

8. **Woodland Burials** – JM and MW had a site meeting with a contractor to discuss requirements prior to his quotation. JM/MW have now set out the site to the recommended position following the soil survey and coordinates have been recorded with GPS.
9. **Rural Housing Scotland - Our Island Home** – Following emails with WHHA, their Chief Executive is coming to the island for a meeting and visit on Tuesday 4 August.
10. **Toilets** – A third sector transfer offer has been received from A&BC to purchase the toilets in Dervaig. The first draft application form has been completed and submitted for comment. Comments have been received with advice on submitting application for planning on conclusion of purchase and submitting a business plan at final submission. This is due to the process being shortened to one stage after previous delays. Offers of support have been received from local businesses. An informal approach was made to HIE to gauge support for SLF funding, but the response was fairly negative.
11. **Kildavie Bridge** – Materials are on site and work to begin within the next 2 weeks.

MW 24/07/2015

North West Mull Community Woodland Company Limited

Finance Report to 30th June 2015

Current Balance

Petty : £45.45

Bank : Clydesdale: £78,879.23 Triodos: £20,049.35 Total: £98,947.03

Significant movements since last report

Debits

1. HMRC VAT repayment £31,724.69

Credits

Upcoming Significant Movements

(excluding regular cost/credits)

1. Debit - Ronnie Neil Architects – W Ardhu plots	£2,689.56
2. Debit - Tillhill – Mgmt and LTFDP update	£2,394.00
3. Debit - Ronnie Neil Architects – Micro Hydro planning	£3,428.08
4. Debit - West Property – Marketing W Ardhu plots	£306.00
5. Debit - HMRC – PAYE payment	£2,017.36
6. Credit – Trading company woodfuel payment	£6,718.10

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: £25,168.71

Significant Movements:

Sales credits : £12,763.40

Operational debits : £377.27

Charity Management Fees debit: £3,264.00

Andy Mayo