

Aigas Community Forest

3	<p>Comments on feasibility study</p> <ul style="list-style-type: none"> • Lara McDonald noted that section 5.6 Arts was a bit light and offered to provide further ideas. • Mia Scott noted that section 2.4 Policy Context did not take account of the local plan and offered to provide further content. • Mia also noted that an implementation strategy would be useful, although this could also form part of the Business Plan. Mia offered to provide some ideas. Graeme Scott to agree with Crispian in which document this would sit best. • Steve Byford suggested that it would be good to see the Cashflow and Investment Analysis run with an internal rate of return of 1.5% as well as 2.55%. • It was noted that the area the forest covered was not consistently quoted. • It was also noted that the document contained a number of small errors and typos and that it should be more closely proofed. • Andrew Leaver and Graeme Scott to forward these comments to Crispian Cook. 	<p>L McDonald</p> <p>M Scott</p> <p>M Scott</p> <p>G Scott</p> <p>A Leaver / G Scott</p>
4	<p>Company formation</p> <ul style="list-style-type: none"> • The Memorandum and Articles of Association were circulated in advance of the meeting. • There was some discussion on the content but no changes were requested. • The draft M&A were formally adopted by the Committee. • Mia Scott to notify Douglas Graham to proceed with the process of company formation. 	<p>M Scott</p>
5	<p>Community ballot</p> <ul style="list-style-type: none"> • Alisdair Stewart met with the Council Elections Manager John Bruce on Tuesday 4th August and confirmed that the proposed ballot date of 27th August can still be met. • The Council Elections office will handle all postage issues and formally count the vote. They will charge in the region of £150 for postage and related costs. • The count will take place at 7.00pm on Thursday 27th August. • A sealed ballot box can be placed in the community on the 27th for those that do not post their ballot on time. • [Subsequent to the meeting Andrew Leaver has confirmed the count and ballot box will be held at The Kirk Coffee Shop.] • John Bruce provided a sample ballot question. This was redrafted to: <i>Do you support the Aigas Community Forest's aim to acquire (subject to funding) Aigas Forest from Forestry Commission Scotland to be managed for the benefit of the local community?</i> 	

Aigas Community Forest

<ul style="list-style-type: none"> • The Committee then discussed and agreed the content of the information to be posted out with the ballot paper. • Andrew Leaver to prepare the information sheet for the ballot and to send to John Bruce together with the ballot question and the community mailing list. • Andrew Leaver had prepared and circulated a draft of a newsletter to be sent to all households in the community in advance of the ballot. This was agreed subject to a small number of changes. Andrew to finalise newsletter and provide copies to Steve Byford for circulation. • It was confirmed that a public meeting would be held in Kilmorack Hall at 7.30pm on 17th August. The meeting will start with a presentation on the community consultation and feasibility study from Crispian Cook. The floor will then be opened to questions with Crispian, Graeme Scott and Andrew Leaver on the panel. Other Committee members can answer questions from the floor. • Andrew Leaver circulated posters for the public meeting. • It was confirmed that a Forest Open Day would be held on Sunday 23rd August from 2.00pm – 4.00pm. The advertised meeting point will be the picnic area / view point lay-by. Informal walks will leave from here and maps will be issued to allow self guided walks from the forest access road adjacent to the golf course. • Alisdair Stewart will arrange for the forest access road to be cleared to allow better access and parking. • Andrew Leaver will communicate by e-mail with other Committee members to make arrangements for signs, maps and anything else required. • It was agreed to send the list of the community to all Committee members and that they would let Andrew Leaver know which people on the list they were happy to canvass for the ballot. 	<p>A Leaver</p> <p>A Leaver / S Byford</p> <p>A Stewart</p> <p>A Leaver</p> <p>All</p>
<p>6 AOCB</p> <ul style="list-style-type: none"> • There was no AOCB 	

Aigas Community Forest

Summary of Actions from Meeting		
Ref	Action	Person Responsible
10/1	Confirm with Crispian Cook that ACF will contract with Bell Ingram for up to £800 to support the valuation process	Andrew Leaver
10/2	Discuss content of business plan as identified in minutes with Crispian Cook	Graeme Scott
10/3	Prepare information to supplement section 5.6 Arts in the feasibility study	Lara McDonald
10/4	Prepare information to supplement section 2.4 Policy Context in the feasibility study	Mia Scott
10/5	Prepare suggestions for an implementation strategy for inclusion in either the feasibility study or business plan	Mia Scott
10/6	Discuss with Crispian Cook the best document to include an implementation strategy	Graeme Scott
10/7	Feedback Committee comments on the feasibility study to Crispian Cook	Graeme Scott Andrew Leaver
10/8	Notify Douglas Graham to proceed with the process of company formation using the M&A circulated for this meeting	Mia Scott
10/9	Prepare information sheet for inclusion with the ballot and forward to John Bruce at The Highland Council together with the redrafted ballot question and the community mailing list	Andrew Leaver
10/10	Make agreed adjustments to Newsletter and provide Steve Byford with enough copies for distribution to the community	Andrew Leaver Steve Byford
10/11	Arrange for clearing of the forest access road in advance of the forest open day	Alisdair Stewart
10/12	Make further arrangements with committee for forest open day by e-mail	Andrew Leaver
10/13	Identify to Andrew Leaver which people in the community committee members are happy to canvass	All

Chair		Date	
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