

Board of Directors

Minutes

of meeting held in Magnus House, Aigas Field Centre
at 7.30pm on Monday 11th January 2016

Present		Apologies	In Attendance
John Graham	Andrew Leaver	Calum Fraser	Donnie Chisholm
Graeme Scott	Peter Smith	Mark Hedderwick	Nick Ward
David Garvie	Peter Masheter		Lyndsey Ward
Anne Forsyth	Warwick Lister-Kaye		Russell Ross
			John Lister-Kaye

Item	Action
<p>1 Apologies</p> <ul style="list-style-type: none"> • Calum Fraser, Mark Hedderwick 	
<p>2 Declarations of Conflict of Interest</p> <ul style="list-style-type: none"> • None declared 	
<p>3 Minutes of meetings of 30th November 2015</p> <ul style="list-style-type: none"> • These were proposed by Anne Forsyth and seconded by Peter Masheter and adopted as a formal minute of the meeting of 30th November 2015. • The Chair introduced an extraordinary item to the meeting. Former Board member, Nick Ward, had requested amendments to the adopted minutes of 21st September 2015 and 8th October 2015. As these minutes had been approved by the Board on 30th November 2015 it was agreed not to adjust the formal minutes. • It was agreed that the following addendum be included in the formal minute of this meeting: <p><i>At the Board meeting of 21st September a vote was called and a decision taken to offer Roddy MacAskill a contract to manage deer for Aigas Community Forest for the remainder of the 2015/16 season. Following the meeting, and at the request of the Chair who contacted all Board members, it was agreed by a strong majority that the issue of deer management and the appointment of a stalker should be recalled and discussed at a special board meeting to be held on 8th October 2015 with the proviso that papers should be provided to permit an informed discussion.</i></p> <p><i>The Board regrets that there was confusion over whether or not the meeting of 8th October was open to the public.</i></p>	

Item	Action
<p>4 Outstanding actions not covered on the agenda</p> <ul style="list-style-type: none"> • Mast lease renewal <ul style="list-style-type: none"> ○ Andrew outlined the most recent information provided by CKD Galbraith which included a plan of the site and a draft heads of terms for a new lease. It was agreed to circulate this to Peter Smith and Peter Masheter for comment before providing a reply to Mike Reid at CKD Galbraith. The heads of terms suggested a 20 year lease, a slightly increased rent and that all ACF costs be covered by the tenants. • Conflict of Interest Policy <ul style="list-style-type: none"> ○ Andrew undertook to draft a conflict of interest policy for the next meeting. • Insurance <ul style="list-style-type: none"> ○ The discussion on trustee indemnity insurance was held over until an independent insurance specialist was available to answer questions. • Community Broadband Survey <ul style="list-style-type: none"> ○ The survey is now closed with 50-60 responses received. David Garvie has identified a community member with the necessary skills to draft the report required to progress to the next stage and will initiate that process. ○ The Ward 13 project for a wider community broadband service was discussed and although this was seen a preferable in many ways there was a concern that it would take a long time to bring to fruition and so ACF should continue on its own meanwhile. 	AL
<p>5 Future Funding Applications</p> <ul style="list-style-type: none"> • Andrew outlined some forthcoming opportunities to apply for grants from SSE Highland Sustainable Development Fund; Forestry Grant Scheme; The Woodland Trust; and BIG Lottery - medium grants for community-led activity. • It was expected that these would seek funding towards the development of a woodfuel business including volunteer training, equipment and a drying shed and to extend the current development officer's contract by up to three years. 	
<p>6 Deer Management</p> <ul style="list-style-type: none"> • Donnie noted that a formal and independent estimate of deer numbers is required as part of the application process to deliver a deer management plan and secure SRDP grants for low impact silviculture. • It was agreed that the Deer Management Group (DMG) should discuss deer number and vegetation damage monitoring at their next meeting and report back to the Board. 	DMG

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<p>7 Forest Design Plan</p> <ul style="list-style-type: none"> • The 28-day consultation period for the LTFP scoping document starts on 12th January and closes on 9th February. • John Lister-Kaye noted that the Aigas Field Centre ecologists were still completing their surveys. It was agreed that this information could be valuable and that responses received within 3-4 weeks of the formal consultation period closing would still be considered. • John also offered for he and his team to make a presentation to the community on conservation in the community forest and this offer was accepted. • A draft community newsletter was circulated and the community consultation walks agreed for 30th January. 	
<p>8 Access and Recreation</p> <ul style="list-style-type: none"> • Mountain biking <ul style="list-style-type: none"> ○ It was noted that the meeting with mountain bikers took place on 5th December and was attended by Donnie, Mark, Calum and Peter Smith as well as a number of bikers. ○ The bikers agreed to investigate establishing a club and also noted the concerns raised about path building and extension without permission and the use of the road through the Crask. ○ Peter Smith raised concerns about the proximity of paths to his own house in the Crask as well as two others not permanently occupied by the owners. ○ It was agreed to defer further discussion for another meeting when Calum and Mark were present. ○ Donnie noted that the siting and development of cycle and footpaths would form part of a wider community consultation on the ACF access plan at a later date. • Path survey <ul style="list-style-type: none"> ○ Anne and Peter Smith noted that the path survey was ongoing. 	
<p>9 Education</p> <ul style="list-style-type: none"> • Andrew noted that he had agreed to host a CWA seminar on Green Burials at Aigas Community Forest on 5th March. This will be held in Magnus House with a site visit in the Forest. 	
<p>8 AOCB</p> <ul style="list-style-type: none"> • John Lister-Kaye suggested that a community skills survey would be useful in identifying individuals living locally with the expertise and interest in supporting the Forest in a paid or voluntary capacity. • Andrew noted that Macleod and MacCallum had come back to say that the land registers were refusing to confirm the title deeds with the disputed riverbank strip still showing as belonging to ACF. He asked the Board to re-confirm that the title deeds can be submitted without the disputed riverbank strip included. The Board confirmed this. 	

Item	Action
<ul style="list-style-type: none"> Donnie noted that the archaeological survey led by Roland Spencer-Jones was now formally adopted as a NOSAS survey. It was agreed to offer Roland and his colleagues the opportunity to present their findings to the community. Andrew noted that there were two Board vacancies to be filled at the AGM in March and asked members to consider who might be interested in joining the Board. Russell Ross noted an interest in joining at the AGM. 	

Summary of Outstanding Actions		
Ref	Action	Person Responsible
37/5	Bring forward a proposal for a woodfuel business to a future meeting	DC
38/1	Provide a trustee induction session	GS
38/10	Circulate board members skills audit	AL
41/2	Prepare application to The Woodland Trust when required	AL / DC
42/1	Arrange for an insurance expert to attend a future Board meeting.	DC
43/5	Register ACF for VAT	GS
45/1	Circulate draft Heads of Terms and site plan for mast to PM and PS and subsequently respond to queries from CKD Galbraith.	AL
45/2	Discuss deer monitoring/vegetation damage requirements and bring back to main Board for recommended action.	DMG