

Board of Directors

Minutes

of meeting held in Magnus House, Aigas Field Centre
at 7.30pm on Monday 27th June 2016

Present		Apologies	In Attendance
John Graham	Andrew Leaver	Warwick Lister-Kaye	Donnie Chisholm
Graeme Scott	Simon Longman	Mark Hedderwick	
David Garvie	Peter Smith	Russell Ross	
Peter Masheter		Steve Robinson	
		Roland Spencer-Jones	

Item	Action
1 Apologies <ul style="list-style-type: none"> Noted above 	
2 Declarations of Conflict of Interest <ul style="list-style-type: none"> None declared 	
3 Minutes of meetings of 23rd May 2016 <ul style="list-style-type: none"> These were proposed by Andrew Leaver and seconded by John Graham. 	
4 Outstanding actions not covered on the agenda <ul style="list-style-type: none"> Nothing to report. 	
Special Item: Inverness Orienteering Club <ul style="list-style-type: none"> Lawrence Cload from Inverness Orienteering Club spoke to the meeting about a proposal to map Aigas Community Forest for orienteering purposes. This may result in IOC visiting once every year or two. There would also be potential for members of the public to access the maps and undertake their own activity. Lawrence left the meeting. It was agreed to allow IOC to map the Forest. Full IOC visits would be approved on a case-by-case basis as requested. 	
5 Governance <ul style="list-style-type: none"> Changes to constitution <ul style="list-style-type: none"> The notes provided in advance by Andrew Leaver were discussed: It was agreed the community should be enlarged and mapped proposals will be brought forward. It was agreed to seek a change to fixed length terms of three years for elected members. There was no clear agreement on removal of the term limit for elected members. Legal advice will be sought. It was agreed to seek to allow Ordinary Members to self-nominate themselves for an elected position on the Board. It was agreed that the term limit situation for elected members and co-opted members should be the same. 	AL

Item	Action
<ul style="list-style-type: none"> ○ It was agreed that legal advice will be sought but that clear questions should be provided to the solicitor to minimise fees. ● ACF Management proposal <ul style="list-style-type: none"> ○ This was held over to the next meeting. 	AL
<p>6 Forest Design Plan</p> <ul style="list-style-type: none"> ● The Development Officer continues to undertake surveys of the forest to estimate timber production, check soils etc. ● Feedback is awaited from Aigas Field Centre on surveys undertaken by their staff. ● NOSAS have provided the archaeological survey results. ● Sandy Payne has provided bryophyte survey results. ● Contact has been made with Renate Jephcott who offered to undertake landscape illustrations. ● It is hoped the LTFP will enter the 28-day consultation phase early in July. 	
<p>7 Education</p> <ul style="list-style-type: none"> ● The Development Officer outlined a plan to develop a 'Teanassie Plant Nursery' in partnership with the local primary school. This will see the pupils harvest wild plants from the Forest, grow them up in a nursery environment and then replant them in the Forest to speed up the spread of these plants following harvesting. ● Teanassie Primary school are planning a second sponsored walk and forest day on 4th October. 	
<p>8 Development Officer Report</p> <p>In addition to items already covered the DO has:</p> <ul style="list-style-type: none"> ● Met with staff from Inverness College UHI to discuss potential research connected to the Teanassie Nursery Project ● Secured funding (40%) from the Rural Payments (SRDP) towards a log lifter and log splitter. Match funding is required. 	
<p>9 Funding Applications</p> <ul style="list-style-type: none"> ● Andrew Leaver noted that the application the BIG Lottery had been unsuccessful. This means there are currently no further grants available to secure the employment of the Development Officer after the current Scottish Land Fund grant runs out at the end of August. ● Further grant applications will be made but these are not likely to secure funds prior to the end of the DO's current contract. ● It was agreed that the Board would consider extending the DO contract using unrestricted funds but that a costed proposal was required before final approval. ● Graeme Scott undertook to bring the accounts up to date so that the exact amount of unrestricted funding currently available and guaranteed to arrive from the mast lease could be provided to the Board. 	GS

Item	Action
12 AOCB • None	

Summary of Outstanding Actions		
Ref	Action	Person Responsible
40/2	Follow up with CKD Galbraith on mast lease renewal.	AL
41/2	Prepare application to The Woodland Trust when required	AL / DC
43/5	Register ACF for VAT	GS
49/2	Prepare tender documents to let a felling/harvesting contract	DC
50/1	Seek legal advice on constitutional changes and make specific proposals to the Board for approval.	AL
50/2	Bring the accounts up to date and identify the amount of unrestricted funds available to the Board	GS