

## Board of Directors

### Minutes of meeting



held in Magnus House, Aigas Field Centre  
at 7.30pm on Monday 7<sup>th</sup> November 2016

#### 1 Apologies, and *In Attendance*

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

Item	Action
<b>2 Declarations of conflict of interest</b> – there were none declared	
<b>3 Minutes of meeting of 3<sup>rd</sup> October 2016.</b> These were accepted as a true record. Proposed SR, seconded SL. There were no matters arising not covered on the agenda	
<b>4 Review of actions not covered by minutes</b> - there were none.	
<b>5 Long Term Forest Plan (LTFP) update.</b> DC stated that he had placed the papers in the FC office this week. A final decision (in the affirmative) is expected this week.	
<b>6 Development Officer Report</b> <ul style="list-style-type: none"><li>DC has spoken with Nick Richards of Highland Council re obtaining a night-shooting licence. This led to a discussion about the appropriate management of deer in the forest, and the possibility of local landowners cooperating to address the issue. It was agreed that DC could proceed with the application, and further deer management issues referred back to the ACF Deer Management Group (DC, PM, JLK, &amp; DG)</li><li>DC has been notified that PM and Aigas Golf Course wish to plant trees to the NW of Aigas Forest. Discussed, and no objections were raised.</li><li>DC reported the recent local school camp in the forest. He has now taken down their residual camp structures</li><li>Neil Valentine has been working in the forest, preparing for the wood fuel production course in December</li><li>At this point, JLK wished to record his thanks to DC and Neil Valentine for erecting the rope bridges across the A831 to facilitate red squirrels crossing the road.</li></ul>	
<b>7 Harvesting Sub-Group (DC, AB, WLK, MH)</b> - verbal report by DC <ul style="list-style-type: none"><li>DC is preparing draft tender to agree with the Harvesting Subgroup, and then send to selected companies for a response. Estimates should be received in response by mid-December. The harvesting work needs to be completed before May, ie 6-8 weeks of work, to start in March. DC described the work the harvester will need to do, including repairing any damage</li></ul>	

<p>done to roads during the extraction process.</p> <p>On questioning, DC stated the aspiration is for the extracted wood to be FSC accredited. However, this accreditation may not be in place for the first packet of production.</p>	
<p><b>7 Wood-fuel Subgroup</b> – a report was tabled from the inaugural meeting of 17.10.16. GS, as chair of this subgroup, spoke to the report:</p> <ul style="list-style-type: none"> <li>• A <b>wood-fuel processor</b> has been purchased, and will be delivered in the last week of November. Training in its use will take place in December, with current volunteers being: Neil Valentine, Steve Robinson, Madeleine Robinson, Simon Longman, and someone from Aigas Field Centre.</li> </ul> <p>According to the requirements of the SRDP grant, the processor has to be used for at least 500 hours/year for 5 years. This was discussed.</p> <p>JG spoke about the insurance implications of owning this processor, leading to a discussion of the various insurance options.</p> <p>A tractor will be needed to move the processor around. JG said that he might be able to obtain a second-hand 2-wheel drive tractor. PM offered to lend his tractor, during the winter period.</p> <ul style="list-style-type: none"> <li>• The first tranche of <b>grant</b> (£4985.96) from the Woodland Trust was transferred to ACF bank account today.</li> <li>• This led to a discussion re <b>cash flow</b> issues during the winter. JG identified the possibility of a buffer grant from Social Investment Scotland (SIS) to cover any cash flow problems.</li> <li>• GS said that the wood-fuel business would be best transferred to a holding company in future years</li> </ul>	<p style="text-align: center;"><b>JG</b></p>
<p><b>8 Access Subgroup</b> – a report from the inaugural meeting on 27.10.16 has been previously circulated. RSJ spoke to this.</p> <ul style="list-style-type: none"> <li>• The <b>terms of reference</b> tabled at the previous Board meeting of 3.10.16 were agreed</li> <li>• RSJ described the consequences of a discussion within the subgroup about <b>zoning</b> of access within the forest, with the result that a first public access route has been identified in the southern part of the forest. PS &amp; RSJ will walk this on 11.11.16 to identify the work that will be needed to bring it up to a public access standard</li> <li>• The site of a potential <b>car park</b> has been identified just within the present forest gate, above the “sawmill area”. MH said that he has been approached by DG for a site visit, but has not yet been able to find a mutually agreeable day.</li> </ul> <p>RSJ said that the group hoped that a basic car park could be constructed in a way that would allow further development and enlargement in the future.</p> <p>DC requested that it be constructed in a way that would allow forestry vehicles to turn within it.</p> <p>After some discussion as to the appropriate method of construction, JLK generously offered to provide the services of Aigas Field Centre to construct this car park at no cost to ACF. DG &amp; MH to identify a site. DC was asked to fell any necessary trees.</p>	<p style="text-align: center;"><b>PS/RSJ</b></p> <p style="text-align: center;"><b>JLK</b></p> <p style="text-align: center;"><b>DG/MH</b></p>
<p><i>At this point DC &amp; RR left the meeting</i></p>	
<p><b>9 Options for Forestry Management and Community Development</b>, consequent to the Forestry Development Officer, DC, resigning from post with effect from end-December.</p> <ul style="list-style-type: none"> <li>• GS identified the issues – particularly for cash flow over the next two years, the need for an attractive length of contract for any replacement for DC, and the options laid out in a previous email from AL: <ul style="list-style-type: none"> <li>○ To replace DC with a similar post and similar responsibilities</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>○ To separate the functions of forestry operations and community development, currently subsumed in DC's post. This would imply two appointments, perhaps for different periods of time</li> <li>○ To separate the two above functions of DC's current post, but for the community development aspects to be undertaken by ACF volunteers and Board members.</li> <li>● A long discussion ensued, resulting in the following conclusions: <ul style="list-style-type: none"> <li>○ That GS will undertake a further analysis of cash flow for the next two years, with the object of seeing what is affordable.</li> <li>○ That the forestry operations are a necessity, whereas community development is aspirational and therefore optional at this financially uncertain stage.</li> <li>○ That DC is in a good position to advise a meeting between GS and AL of the various possibilities of employment of any future forestry employee</li> </ul> </li> </ul>	<p style="text-align: center;"><b>GS</b></p> <p style="text-align: center;"><b>GS/AL</b></p>
<p><b>10 Telecoms Mast Lease Renewal</b> – JG has just heard that CITL have agreed to sign a new contract for 10 years.</p>	
<p><b>11 Financial Statement</b> – JG advised the Board that there is currently approx. £24,000 in the account.</p>	
<p><b>12 ACF Management</b>, particularly wrt to volunteering and conservation subgroups, was carried forward to the next meeting</p>	
<p><b>13 Archaeology Lecture</b> – GS extended thanks to RSJ for a stimulating and informative talk on the results of the NOSAS archaeological survey.</p>	
<p><b>14 Date of Next Meeting</b> – previously settled, as 12<sup>th</sup> December 2016.</p>	