

Steering Committee

Minutes

of meeting held in The Magnus House
at 7.30pm on Monday 1st February 2010

Present		Apologies	In Attendance
Graeme Scott	Andrew Leaver	Steve Byford	Euan Fraser
John Graham	Mark Hedderwick	Lara McDonald	
Alisdair Stewart	Gavin Cormack	Richard Clarkson	
Calum Fraser			
Peter Masheter			

Item	Action
<p>1 Minutes of meeting of 11th January 2010 The minutes were proposed by Calum Fraser and seconded by Mark Hedderwick</p>	
<p>2 Matters arising from the minutes → Review of agreed actions from 11/01/10</p> <ul style="list-style-type: none"> • 15/1 – Company formation paperwork now lodged • 15/2 – FCS have agreed purchase price at £690,000 • 15/3 – deferred • 15/4 – Newsletter circulated w/c 25/01/10 • 15/5 – deferred • 15/6 – deferred • 15/7 – On-going contact with CLU maintained • 15/8 – will be complete by next meeting • 15/9 – referred to sub-committee (see Item 4) • 15/10 – draft circulated and discussed at item 4 • 15/11 – letter sent to CLU and they have acknowledged and accepted that we will not be seeking refund from Bell Ingram • 15/12 - deferred 	
<p>3 Renewable energy consultation</p> <ul style="list-style-type: none"> • Euan Fraser, Chair Kilmorack Community Hall (KCH) was present for this item. Euan discussed the paper circulated in advance. The pros and cons of conducting a community consultation at this stage were discussed. It was accepted that this is not top priority for ACF at this time but the opportunity to co-operate with KCH has been presented. • There were two points of view on the way forward. A vote was taken and of those members present there was an 8:1 vote in favour of progressing this consultation. • It was agreed that Euan Fraser would re-draft questions 	

<p>and forward to Andrew Leaver for comment. The final consultation document is to be approved by committee (by e-mail) before being circulated.</p> <ul style="list-style-type: none"> • Euan Fraser left the meeting after this item. 	<p>A Leaver</p>
<p>4 Fundraising and PR</p> <p>→ Formal adoption of logo</p> <ul style="list-style-type: none"> • The logo designed by Chantelle Morris and circulated in advance by John Graham was formally adopted by the Committee. • The Committee noted their thanks to Chantelle. <p>→ Discussion of draft Fundraising Plan</p> <ul style="list-style-type: none"> • The draft fundraising plan circulated by Andrew Leaver was discussed and the following was agreed: ✓ The fundraising target should be in the region of £750,000. The final figure to be set after an estimate of legal fees is secured. ✓ Three sub-committees will be formed as follows: <i>Public Sector / Charitable Trusts</i> - Graeme Scott, Mia Scott, Andrew Leaver, Amanda Bryan <i>Private Sector</i> – John Graham, Peter Masheter, Steve Byford <i>Community</i> – Calum Fraser, Mark Hedderwick, Gavin Cormack, Alisdair Stewart ✓ Sub-committees are to meet and bring forward their plans to the meeting on 1st March. Where possible these plans are to include an estimate of costs required for a bid to LEADER to support ACF fundraising. ✓ ACF should recruit ‘Forest Champions’ - one for each of Social, Economic and Environmental Benefits. These would be individuals with their own credentials and their own profile who are willing to lend their name and reputation to Aigas Community Forest. 	<p>A Leaver G Scott</p>
<p>5 Purpose and frequency of meetings</p> <ul style="list-style-type: none"> • It was agreed to continue with the next meeting scheduled for 1st March and discuss this item again at that meeting. 	
<p>6 AOCB</p> <p>→ Go Ape site visit 3rd Feb</p> <ul style="list-style-type: none"> • John Graham notified the committee of a site visit by Go Ape the following Wednesday morning. <p>→ Quiz Night 26th Feb</p> <ul style="list-style-type: none"> • Andrew Leaver reminded everyone that a Family Quiz Night was planned for 26th Feb in Kilmorack Hall. Funds raised will be split between the Hall and ACF. Andrew asked for people to enter teams and for raffle prizes. 	

Summary of Outstanding Actions		
Ref	Action	Person Responsible
15/3	Seek an estimate of the taxes, legal and other professional fees which will need to be paid in addition to purchase price.	Graeme Scott
15/5	Check the status of Gift Aid on donations received in advance of charitable status being approved.	Graeme Scott
15/6	Check appropriate wording for use when soliciting funds to ensure donations are not restricted solely to purchase of the forest.	Graeme Scott
15/8	Complete list of charitable trusts to approach.	Andrew Leaver Amanda Bryan
15/12	Contact Munro Gauld to reassure him and his partner that we had no part in and were not aware of any copying of the Kilfinan report.	Graeme Scott
16/1	Work with Euan Fraser to draft a community consultation on renewable energy and circulate to Committee for approval	Andrew Leaver
16/2	Fundraising sub-committees to meet and bring forward plans to meeting on 1 st March	All
16/3	Approaches to be made to identified individuals to become 'Forest Champions'	Andrew Leaver Graeme Scott

Chair		Date	