

Steering Committee

Minutes

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

Present	Apologies	In Attendance
Graeme Scott Steve Byford Lara McDonald Calum Fraser Andrew Leaver	Warwick Lister-Kaye Gavin Cormack Peter Masheter Mark Hedderwick John Graham Alisdair Stewart	

Item	Action
<p>1 Minutes of meeting of 1st February 2010 The minutes were proposed by Calum Fraser and seconded by Andrew Leaver.</p>	
<p>2 Matters arising from the minutes</p> <p>→ Review of agreed actions from 11/01/10</p> <ul style="list-style-type: none"> • 15/3 – Douglas Graham has estimated between £6.5k and £7.1k for professional fees. As a charity we will be exempt from land stamp duty. It was agreed to confirm the fundraising target as £750,000 to allow for some start-up costs. • 15/5 – We cannot claim Gift Aid until charitable status has been approved. Our application to OSCR has been lodged. • 15/6 – requests for donations should make it clear that contributions are for the 'purchase and development of Aigas Forest' • 15/12 – overtaken • 16/1 – content of renewable energy consultation was agreed with Euan Fraser and the questionnaire has been circulated • 16/3 – a letter has been sent to Sir John Lister-Kaye inviting him to be the Environmental Forest Champion 	
<p>3 Fundraising and PR</p> <p>→ Feedback from Fundraising Committees</p> <ul style="list-style-type: none"> • The <i>Public Sector / Charitable Trusts</i> committee is due to meet on 5 March. Initial contact has been made with Andrew Anderson at HIE Community Land Unit and a date is to be set for a meeting. The Charitable Trust books have been sifted and a mailing list is to be prepared. • Warwick Lister-Kaye to re-confirm that the Aigas Field Centre fundraiser is happy to provide advice. • The <i>Private Sector</i> committee had not met yet as Peter 	A Leaver

<p>Masheter is on holiday. Steve Byford had discussed ACF with the Beauty Business Group. There was agreement that leaflets, posters and a website would help with promotion. Funding for these is to be sought from LEADER. Andrew Leaver to work with Public Sector committee to prepare a LEADER application.</p> <ul style="list-style-type: none"> • Warwick Lister-Kaye suggested using social networking sites to spread the word. Warwick and Lara McDonald agreed to investigate this. • The <i>Community</i> committee had agreed a number of events. • The Quiz Night postponed from 26 February due to the snow has been rescheduled for 16 April. • Lara McDonald has arranged for Bruce MacGregor to play in the Kilmorack Hall for a reduced fee of £300. Suggested ticket price is £10. This may attract interest from outside the immediate community. This could be the first in a series of concerts. • Calum Fraser has arranged for ACF to have a stand at the Teanassie School Community Gala on 12th June. • So far FCS has not provided permission for the proposed Wee 3G and there is some doubt over whether or not they will. <p>→ PR</p> <ul style="list-style-type: none"> • Steve Byford to contact Val Sweeney at the Inverness Courier to arrange a follow-up article. • LEADER application to include a PR budget. 	<p>A Leaver W Lister-Kaye L McDonald</p>
<p>5 Purpose and frequency of meetings</p> <ul style="list-style-type: none"> • The next meeting is scheduled for 12 April. It was agreed to revise the meeting schedule for the rest of the year so meetings are held every 6 weeks. • Committee members are expected to work in their fundraising committees between meetings. 	<p>A Leaver</p>
<p>6 AOCB</p> <p>→ Joint letter to SSE with Kilmorack Hall</p> <ul style="list-style-type: none"> • Kilmorack Hall board had been in touch with Andrew Leaver asking if ACF would like to send a joint letter to SSE requesting support for the Hall and the Forest. • Steve Byford outlined the current position of the Community Council and agreed that a joint Hall / Forest letter would not be likely to prejudice KCC / Highland Council discussions with SSE. • It was agreed to send a joint letter with the Hall requesting financial support for the two projects but not using the terms 'mitigation' or 'community benefit' as these formed part of the KCC / Highland Council negotiations. • Andrew Leaver to contact Hall board. Andrew and Graeme Scott to agree content of joint letter. 	<p>A Leaver G Scott</p>

Summary of Outstanding Actions		
Ref	Action	Person Responsible
16/3	Approaches to be made to identified individuals to become 'Forest Champions'	Andrew Leaver Graeme Scott
17/1	Meeting to be arranged with Andrew Anderson at HIE CLU	Andrew Leaver
17/2	LEADER application to support Fundraising and PR activity to be drafted, circulated to Public Sector committee for agreement and submitted	Andrew Leaver
17/3	Investigate potential for use of social networking sites	Warwick Lister-Kaye Lara McDonald
17/4	Reschedule post-April meetings to 6 weekly intervals and circulate to committee	Andrew Leaver
17/5	Agree and send joint letter to SSE with Kilmorack Hall board	Graeme Scott Andrew Leaver

Chair		Date	