

## Board of Directors

### Minutes

of meeting held in Magnus House, Aigas Field Centre  
at 7.30pm on Monday 2<sup>nd</sup> November 2015

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

Item	Action
<p>1 <b>Apologies</b></p> <ul style="list-style-type: none"> <li>Warwick Lister-Kaye</li> </ul>	
<p>2 <b>Minutes of meetins of 21<sup>st</sup> September and 8<sup>th</sup> October</b></p> <ul style="list-style-type: none"> <li>Formal minutes of these meetings had not been prepared.</li> <li>The note of the 8<sup>th</sup> October meeting circulated by the Secretary on 9<sup>th</sup> October was accepted until formal minutes are prepared.</li> </ul>	
<p>3 <b>Review of outstanding actions not covered on the agenda</b></p> <ul style="list-style-type: none"> <li>Insurance <ul style="list-style-type: none"> <li>Erik Trelfer to be invited to next meeting</li> </ul> </li> <li>Community Broadband <ul style="list-style-type: none"> <li>David Garvie and John Graham reported back from a meeting at which a collaborative Ward 13 approach to providing broadband was discussed. Although it was agreed to remain part of this development it was also agreed to pursue a potential ACF-only solution.</li> <li>The draft demand survey was agreed.</li> <li>DC and AL to meet to arrange circulation of demand survey.</li> </ul> </li> <li>Mountain Biking <ul style="list-style-type: none"> <li>Liam Mclaughlin of the informal mountain biking group was in attendance. There was discussion about the concern raised by some Crask residents that the trails are too close to their houses.</li> <li>It was stressed that no new trail should be developed without first being approved by the Development Officer.</li> <li>A meeting between interested Board members and mountain bikers was again proposed and agreed.</li> </ul> </li> </ul>	DC/AL

Item	Action
<ul style="list-style-type: none"> <li>• Community Firewood <ul style="list-style-type: none"> <li>○ A date was set for the cutting and chopping of firewood in the forest [21<sup>st</sup> November].</li> <li>○ Work still required identifying those local residents in need of free firewood.</li> </ul> </li> <li>• Appointment of Auditor <ul style="list-style-type: none"> <li>○ Graeme Scott explained that a full audit would be required for the financial year ended 28<sup>th</sup> February 2015 as transactions related to the purchase of the Forest exceeded the threshold of £500k.</li> <li>○ MacKenzie Kerr was proposed and approved.</li> </ul> </li> </ul>	
<p>4     <b>Deer Management</b></p> <ul style="list-style-type: none"> <li>• Proposed selection process for deer management contractor <ul style="list-style-type: none"> <li>○ Andrew Leaver proposed that a formal tendering process be undertaken to ensure the appointment is open and transparent and to allow comparison of potential contractors.</li> <li>○ Some members felt this approach was overly bureaucratic and that the Board should accept the offer from fellow Board member Nick Ward to manage the deer free of charge.</li> <li>○ Andrew Leaver again expressed his view that the appointment of the right deer management contractor was vital to the success of the long term forest plan and also that, given a Board member was proposing to provide these services - albeit free of charge - transparency in the process was paramount.</li> <li>○ It was agreed to undertake a tendering process. Andrew Leaver to come back with a proposed process</li> <li>○ It was asked and agreed that an approach to deer management involving a third party contractor and Nick Ward be considered.</li> <li>○ It was agreed that deer management and deer monitoring would be more effective if carried out by people who know the Forest well and so locally based parties would have an advantage.</li> <li>○ It was suggested that local volunteers be engaged to support long term monitoring of deer numbers</li> </ul> </li> <li>• Deer number monitoring / vegetation monitoring <ul style="list-style-type: none"> <li>○ It had not been possible to secure a quote for provision of a dung count in advance of the meeting</li> <li>○ Two different parties able to provide this service had been identified. Both were also able to provide deer management services. It was agreed that the Development Officer should arrange to meet these parties on-site to discuss ACF needs and to allow them to gain a better understanding of the deer problem at Aigas.</li> </ul> </li> </ul>	<p>AL</p> <p>DC</p>

Item	Action
<ul style="list-style-type: none"> <li>○ JLK noted that he had been spending more time in the forest looking for evidence of deer and could not see signs of significant numbers. This news was welcomed, although it was noted that the position could change as the winter progresses and deer seek shelter.</li> <li>○ Nick Ward and John Graham noted that they had secured the fence line to the east bordering their land and fenced in around 30 deer on their side. This was again welcomed as any reduction in deer numbers inside the Greater Aigas fence line is valuable.</li> <li>○ Peter Masheter noted that his stalker had taken over 20 deer during his October visit and would be returning shortly for a two week shoot.</li> <li>○ JLK highlighted the porosity of the river boundary and that deer would constantly be coming into the area through that route and through any damaged fences.</li> <li>○ Peter Masheter undertook to review some of the Aigas Mains fence reported as damaged.</li> <li>○ It was accepted that the deer numbers are in constant flux and that they will move between open ground and the Forest freely. This highlights the value of a joint approach to deer management across the three landowners within the Greater Aigas fence line.</li> </ul>	
<p><b>5 Forest Design Plan</b></p> <ul style="list-style-type: none"> <li>● Scoping exercise <ul style="list-style-type: none"> <li>○ The scoping has been informally approved by the FCS Conservancy. It was agreed that this should be issued for consultation at the earliest/best opportunity.</li> </ul> </li> <li>● Archaeological survey <ul style="list-style-type: none"> <li>○ Donnie noted that Roland Spencer-Jones and other volunteers from the North of Scotland Archaeological Society will be undertaking a walk-over survey of the Forest shortly. More volunteers are sought.</li> </ul> </li> </ul>	DC
<p><b>6 Access and Recreation</b></p> <ul style="list-style-type: none"> <li>● Path survey <ul style="list-style-type: none"> <li>○ Donnie to go out with each of Peter Smith and Anne Forsyth to brief them on the path survey requirements. PS/AF to then undertake survey at their convenience.</li> </ul> </li> </ul>	
<p><b>7 Education</b></p> <ul style="list-style-type: none"> <li>● Update on school/forest day, 30th September 2015 <ul style="list-style-type: none"> <li>○ Andrew noted that Teanassie school raised £880 from the recent sponsored walk. £264 of this will be donated to Aigas Community Forest to support outdoor learning.</li> </ul> </li> </ul>	
<p><b>8 AOCB</b></p> <ul style="list-style-type: none"> <li>● Graeme Scott raised the issue of VAT registration and described the benefits. It was agreed that the organization should register for VAT.</li> </ul>	GS

<b>Summary of Outstanding Actions</b>		
<b>Ref</b>	<b>Action</b>	<b>Person Responsible</b>
37/5	Bring forward a proposal for a woodfuel business to a future meeting	DC
37/6	Investigate options for developing branding and signage for the forest	AL
38/1	Provide a trustee induction session	GS
38/10	Circulate board members skills audit	AL
40/1	Identify what Trustee Liability Insurance covers and bring information to next meeting	DC/AL
40/2	Follow up with CKD Galbraith on mast lease renewal.	AL
40/7	Undertake further investigation of the Adopt a phone box opportunity	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
42/3	Undertake surveys of existing paths	PS/AF
43/1	DC and AL to meet to arrange circulation of community broadband demand survey.	DC/AL
43/2	Propose a tendering process for the selection of a deer management consultant	AL
43/3	Meet potential deer management contractors/deer monitoring contractors on site	DC
43/4	Undertake formal consultation on the of the FDP Scoping document at earliest/best opportunity.	DC
43/5	Register ACF for VAT	GS