

## Board of Directors

### Minutes

of meeting held in The Magnus House, Aigas Field Centre  
at 7.30pm on Monday 3rd October 2016

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

Item		Action
1	<b>Apologies</b> <ul style="list-style-type: none"> <li>Received from JLK and WLK</li> <li>P Smith took meeting notes.</li> </ul>	
2	<b>Declarations of Conflict of Interest</b> <ul style="list-style-type: none"> <li>None noted</li> </ul>	
3	<b>Minutes of meeting of August 15<sup>th</sup></b> <ul style="list-style-type: none"> <li>These minutes were circulated to the Board in advance.</li> <li>Proposed – John Graham; Seconded – Steve Robinson</li> </ul>	
4	<b>Outstanding actions not covered on the agenda.</b> <ul style="list-style-type: none"> <li>GS – VAT registration not completed yet. Can be set back to acquisition date</li> <li>Preparation of harvesting tender documents –Donnie prepared a first draft for discussion and has emailed to the harvesting tender group, no response as yet.</li> <li>Advice on constitutional changes – Professional advice not sought yet</li> <li>Discussion of board and management workflows – to be discussed in tonight's meeting.</li> </ul>	
5	<b>LTFP update</b> <ul style="list-style-type: none"> <li>D Chisholm advised that the Plan had been available on the public register for the purposes of final consultation. There had only been two responses, one of which was from SEPA, the other from Steve North. We can expect approval by end of October at the latest. The unusually short timescale for the preparation of the whole plan is due to the extensive consultation and the detailed nature of our Plan. Kudos to DC and thanks to Amanda Bryan and Andrew Leaver for</li> </ul>	

	<p>assistance. We should be in a position to start felling this winter. Outstanding actions are to finish drafting a tender document and to generate discussion and agreement on a firewood business.</p>	
6	<p><b>Development Officer report</b></p> <ul style="list-style-type: none"> <li>• The Woodland Trust grant application was successful. £10,000 for a wood processor and associated training to be paid in 3 tranches. In addition through match funding 40% of the processor cost (£13033) can be attributed to SRDP. DC noted that we are now contractually obliged to buy the machine and that a business case had been prepared and circulated to the board before the application was submitted. This subject generated some quite detailed discussion and there is some concern that we need to be careful regarding choice of purchases before we have even done a business analysis of a woodfuel business. The matter was referred to the Woodfuel Sub-group.</li> <li>• Teanassie school will hold a sponsored walk through the forest on Thursday 6<sup>th</sup>.</li> <li>• A team of volunteers from Lifescan had contributed 384 hours of work mostly clearing pathways. JG noted the contribution made by Neil Valentine and that PM had granted use of the clubhouse for a lunch during inclement weather. The board thanked JG for organising and managing the work.</li> </ul>	
7	<p><b>Talk on the history and archeology of ACF</b></p> <ul style="list-style-type: none"> <li>• RSJ will provide a talk on this subject at Magnus House. PS and SL volunteered to direct traffic. RSJ distributed hard copies of his work on this.</li> </ul>	
8	<p><b>ACF Management</b></p> <ul style="list-style-type: none"> <li>• RSJ has laid out a structure for sub- groups or committees to perform a more decentralised structure to enable efficient processing of some of the new types of work that will be required to run the forest. It was generally agreed that each working group should contain at least one board member and that these sub-groups should report to the board, preferably in writing prior to board meetings to allow efficient discussion time at the meeting itself. Non Board members of the community may be co-opted onto a working group. It was generally agreed that 4 or 5 seems a workable number for such a group but that a board member may sit in on group meetings. SR proposed that the terms of reference document prepared by PS and RSJ should be adopted as an official working draft document for ACF.</li> <li>• Discussion ensued as to priorities for formation of groups and it was generally agreed that our first need was for looking at a way forward for our proposed woodfuel business. Volunteers</li> </ul>	GS, DC,

	<p>for this group were GS, JG, SR and Donnie. The first meeting to be held in the next two weeks.</p> <ul style="list-style-type: none"> <li>• The next group was to be Access and the members will be RR, DG, RSJ and PS.</li> <li>• The group for Volunteering will be discussed at the next meeting as will the group for Wildlife, Environment and Conservation.</li> </ul>	<p>JG, SR</p> <p>RSJ, PS, DG, RR</p>
9	<p><b>Telecoms Mast</b></p> <ul style="list-style-type: none"> <li>• There are proposed legislative changes which may affect our position on this matter. JG to update the board at the next meeting.</li> </ul>	<p>JG</p>
10	<p><b>AOCB</b></p> <ul style="list-style-type: none"> <li>• A request has been made by WLK for assistance with the funding of signage to protect the red squirrels. There has been some mortality already and it was agreed that ACF would contribute £150. Action on PS to inform WLK</li> <li>• JG updated the board on our financial position</li> </ul>	