

Steering Committee

Minutes

of meeting held In The Magnus House, Aigas Field Centre
at 7.30pm on Monday 2nd November

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

Item	Action
<p>1 Minutes of meeting of 24th September The minutes were approved by Philip Knott and seconded by John Graham.</p>	
<p>2 Matters arising from the minutes</p> <p>→ Company formation</p> <ul style="list-style-type: none"> The paperwork completed in September was rejected by Companies House as they have changed their forms. Graeme Scott circulated new forms for signature. Graeme to collect signatures from Peter Masheter and Mark Hedderwick and submit completed forms to Douglas Graham at Macleod and MacCallum. <p>→ Pine-tree Lappet Moth / Valuation</p> <ul style="list-style-type: none"> Andrew Leaver referred to the FCS Response from the Forest District Manager to the Aigas Forest NFLS application. This document has the only written information provided by FCS on the Pine-tree lappet Moth. The conclusion of the FDM is that it is <i>'too early to suggest whether a single recorded presence at Aigas may or may not influence the management or value of the forest'</i>. The Committee agreed to re-start the valuation process and to argue that the presence of the moth does devalue the forest and to state that should the moth be proven to be breeding in Aigas Forest a re-valuation will be sought. Andrew Leaver to contact DVS, FCS and Bell Ingram to restart valuation process. It was noted that negotiations over purchase should make responsibility and financial liability for long-term management of the moth absolutely clear. Lara McDonald offered to ask questions of other community groups attending the CWA conference. Phil Knott offered to ask questions of the FDM for North Scotland who will be visiting Aigas Field Centre shortly. Andrew Leaver to request a copy of the full report on Pine-tree lappet Moth in the area from FCS. 	<p>G Scott</p> <p>A Leaver</p> <p>A Leaver</p>

<p>3 NFLS application and community ballot</p> <ul style="list-style-type: none"> • The supplementary community ballot was held with a closing date of 19th October. Of 86 potential voters 50 returned ballot with 45 voting Yes and 5 voting No. • The result of the full ballot is therefore: <ul style="list-style-type: none"> ○ Papers issued 321 ○ Papers returned 209 ○ Percentage return 65.1% ○ Voting Yes 195 ○ Voting No 12 ○ Spoilt 2 ○ Percentage Yes 93.3% • NFLS have accepted the ballot and declared the application eligible. All paperwork is currently on the NFLS site for consultation. • A NFLS panel member, Diane Gilbert, will make a site visit at 1.00pm on 17th November. • The panel will meet to discuss the application on 10th December. 	
<p>4 Fundraising and PR</p> <ul style="list-style-type: none"> • There was general discussion around Fundraising and PR plans. • There are 3 main sources of funds to be investigated in advance of the next meeting: <ul style="list-style-type: none"> ○ Government / public e.g. Big Lottery Fund, Scottish Land Fund SRDP. Some of these funds have been cut due to demands from the Olympics, the recession and Scottish Government policy. Graeme Scott and John Graham to investigate the current position of all Government / public funds. ○ Charitable Trusts – there are hundreds of corporate and family charitable trusts that may provide support. There are books published which list the aims and objectives of these trusts and in some cases identify the Trustees. Andrew Leaver to use these books to identify a number of trusts to approach for funds. Andrew also to identify the trustees and if possible personal contact to be made with these individuals. ○ Community fundraising – this will be a relatively small source of funds but important as it engages the community and encourages members to take ownership and also because many larger funders will expect to see community support. Steve Byford, Alisdair Stewart, Peter Masheter to provide a list of ideas for community fundraising. • Other points made in relation to fundraising: <ul style="list-style-type: none"> ○ Lara McDonald offered to ask attendees at the CWA conference and Cliff Beck at Highland 	<p>G Scott / J Graham</p> <p>A Leaver</p> <p>S Byford / A Stewart / P Masheter</p>

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<p>Birchwoods for their experience of fundraising.</p> <ul style="list-style-type: none"> ○ Phil Knott offered to speak to the Aigas Field Centre fundraiser to see what advice she can provide. ○ Gavin Cormack offered to investigate any educational grants that may be available. ○ Steve Byford noted that a small bank loan may be possible. This could be considered if fundraising does not meet target. ○ It was agreed to approach fundraising consultants to see what services they can offer. ○ Andrew Leaver to include a donation form in the next Newsletter. ○ Need to get Charitable Status in order to claim Gift Aid contribution from Inland Revenue. ○ Need to consider what happens to any donations if the target is not met and the forest is not purchased. <ul style="list-style-type: none"> ● John Graham reported that the logo is still under development. ● Andrew Leaver suggested recruiting ‘champions’ – well known and respected individuals who could provide letters and other forms of support. Champions could be themed around the NFLS aims of social, economic and environmental benefits. This idea to be investigated further. ● Andrew Leaver stressed the importance of defining the Aigas Community Forest message and John Graham highlighted the need to identify something that will set ACF apart from other organisations seeking funds. 	
<p>6 AOCB</p> <ul style="list-style-type: none"> ● Phil Knott will be spending the winter in the Seychelles. Phil’s position on the Steering Committee will be filled by Richard Clarkson. 	

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Summary of Actions from Meeting		
Ref	Action	Person Responsible
13/1	Collect signatures from Mark Hedderwick and Peter Masheter and return Companies House paperwork to Douglas Graham at Macleod and MacCallum.	Graeme Scott
13/2	Contact DVS, FCS and Bell Ingram to restart the valuation process.	Andrew Leaver
13/3	Request a copy of the full report on Pine-tree Lappet Moth from FCS.	Andrew Leaver
13/4	Investigate and report on Government and public funding sources.	Graeme Scott John Graham
13/5	Investigate and report on family and corporate charitable trusts.	Andrew Leaver
13/6	Provide a list of community fundraising opportunities.	Steve Byford Alisdair Stewart Peter Masheter
13/7	Seek information from CWA conference attendees and Highland Birchwoods on their experience of fundraising.	Lara McDonald
13/8	Identify what if any support the Aigas Field Centre fundraiser is able to provide.	Phil Knott

Chair	Date