



Kilfinan Community Forest Company

Minutes of Board Meeting

Date: Wednesday 12th April, 2023

Agenda Item	Minutes	Action
Present	Bob Brady (Chair) Ali Porter, Don McInnes, Stuart Dillon, Johanne Sim, Lisa Linsdell-Davis (Minutes Secretary)	
Apologies	None	
Declarations of Interest	Bob Brady – Hot House Stuart Dillon – Storage Unit	
Minutes of Previous Meeting	29 th February 2023 – Proposed by Johanne Sim Seconded by Stuart Dillon	
Matters Arising from Previous Minutes	<p>Removal of Bridge from Burn This is still ongoing as the mounding of 3 Hectares needs to be completed first.</p> <p>Douglas Lamb re instruction on plot contracts Douglas Lamb has now been instructed and a time limit for the purchaser's reply has been added. Lisa to check what emails have been sent and to alter the wording at the start of the email to reflect that it was sent to all parties. The Board agreed. There was a discussion regarding the sending out of an email regarding Larch and other woods. There is no Larch available. The Board decided to mill enough wood to build one house to get an idea of milling costs. The Board agreed to get 2 quotes regarding milling costs.</p> <p>Feedback on grants for Orchard, Tree Nursery and Deer Fencing It was suggested that Helen Baines from HIE be contacted to advise on available grants. Bob agreed to do this.</p> <p>Bothy Bob will get 2 quotes for interior cladding.</p>	<p style="text-align: center;">L.L-D</p> <p style="text-align: center;">BB</p>

	<p>Micro Unit Bob will get 2 quotes for repairs.</p> <p>Forest Centre A quote of £875 + VAT has been obtained to replace the soffits.</p> <p>Boulders on track to Croft 4 & 5. These will now be replaced to where they were by Bob</p>	<p>BB</p> <p>BB</p> <p>BB</p>
Health & Safety	<p>Contractors details - Ali discussed work-scope packs. Ali will send details to Lisa to make these packs up. All contractors need to sign in and out of the site. This can be done either by email, phone or text. All contractors will need to be notified of this. Don, Ali, Bob & Stuart offered to be contacts for the contractors. There is a need for updated and new risk assessments and method statements. We need to check what already exists so we can supply them when necessary.</p> <p>The first wooden bridge coming into the forest is subsiding. A quote will be obtained to replace this bridge with a culvert & type 1 stone path.</p> <p>The rope will be checked near to the steep drops to make sure it is appropriate.</p>	<p>DM, AP,SD and BB</p> <p>LL-D to check office</p> <p>BB</p> <p>BB</p>
Decisions made via email.	The Board approved the email decision to change Marie's contract to read as being contracted 16 hours per week Lisa to amend contract and send to Marie	LL-D
Other Agenda Items	<p>Bins Even though we pay for our commercial bins to be collected, they never are. Johanne has discussed this with Argyll & Bute Council and awaiting their reply.</p> <p>Uplift of Rubbish G. has quoted to do a trailer load to the land fill site Nr Dunoon. The Board agreed with this.</p> <p>Compost Contract It appears that this is now running at a loss. The limit in the amount of compost grant available to us has been lowered to £4,995. A suggestion was made that non-local businesses are charged £50 per load.</p> <p>SGRID log in This is being dealt with.</p>	

	<p>Crofts Following on from previous meetings, the Board decided that a Trustee needs to be the Letting Agent for crofts. Ali has offered to be the Letting Agent and do all the necessary paperwork for this. There was then a discussion regarding the need for the crofters to submit updated planting plans, as well as some other concerns. Lisa will make sure that Ali has all the paperwork regarding planting plans etc. The Board feels that there needs to be a further meeting just to discuss crofts. Ali agreed to gather all the information the Board needs in readiness for this meeting. The chair thanked Ali and stated that any further action on the crofts would wait until Ali was able to provide answers and clarification to the Boards questions.</p> <p>EMA Licence Don will ask Marie to pay this.</p> <p>John Short request to talk with the Board John will be invited to the first part of the next Board meeting. Bob will contact him.</p> <p>Solar Farm – Plans for Midde Innens It was suggested by Ali that this area was big enough in possibly incorporate a solar farm as well as Orchards and tree nursery. There would need to be a feasibility study that could then be put to the members. They could also possibly look at other areas of the forest. Ali will look into this.</p> <p>Access Strip Lisa to send Don the Phase 2 forms from Dropbox.</p> <p>Cleaned Minutes Lisa will send all cleaned minutes to the Board for checking before they are passed on to C to go on the webs site.</p> <p>Areas of subsidence J will be asked to move some type 1 stone to deal with areas of subsidence.</p>	<p>LL-D AP</p> <p>DM</p> <p>BB AP</p> <p>LL-D</p> <p>LLD</p> <p>BB</p>
Time, Date and place of next meeting	Wednesday 26 th April 2023 at 2pm. Forest Store	