



Kilfinan Community Forest Company

Minutes of Board Meeting

Date: Wednesday 15th March 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	Minutes of 9 th February 2023 – Proposed Bob Brady, Seconded Alisdair Porter. Minutes of 8 th March 2023 – Proposed Johanne Sim, Seconded – Stuart Dillon. Minutes of 23 rd February need correcting, Not passed at this meeting as some of the wording needed correcting.	
Matters Arising from Previous Agenda & Minutes	There was a discussion re: services on 23 rd February, so those minutes need to reflect this. Letter to R B – Marie will do an invoice to go with this letter. Removal of Bridge from Burn - Ongoing	
Health & Safety	Signs – Various signs indicating danger and steep drop have arrived. Bob offered to put the out this weekend.	BB
Decisions made via email.	ATV track Barr Laith – McVicars quote was accepted for the new ATV track. J.S & A.P will liaise with McVicars and Willie McAllan. The GPS mapping for the maps is now completed.	JS & AP
Other Agenda Items	Plot Sales – D.M fed back on his 20 min meeting on line with Douglas Lamb. Any ‘future onward sale’ of the plots will be covered in the contract by a pre-emption clause as a safeguard for the Forest. Once the new contracts have been re-drafted, they will be sent to D.M who will then share them with the Board. D.M asked that he be allowed to share this with the plot holders, after discussion, the majority of the board agreed that he and S.D will meet with the plot holders, to share the Boards decision but will not enter into any discussion on it. The Board also discussed and decided that any wood required from KCFC by the plot holders would be sold to them at cost and they would have to pay for KCFC to mill it.	SD & DM

	<p>Caravans - J.S stated that there were 3 caravans around KCFC that look as if they have been abandoned. These belong to Crofters and potential crofters. B.B offered to contact Jamie McIntyre who has advised KCFC on crofting matters in the past to get advice on where we would stand regarding caravans on crofts.</p> <p>Log Sales Update – Everyone has paid up to date. All invoices MUST have VAT added to them. B.B will do a final count on what is left. David Lowrie has expressed an interest in making an offer on the large pile of scrap wood at the top by Croft 3. So far, the log sales have brought in around £1,500.</p> <p>Orchard area/Nursery – J.S suggested deer fencing the Middle Innens area to use as a orchard and tree nursery. B.B said he thought that grants would be more forthcoming if it was simply described as a tree nursery and would be able to save KCFC money on needing to buy in trees for replanting. The board agreed to investigate this and B.B offered to map and survey the area including taking soil samples.</p> <p>Culverts & Path maintenance – B.B sent photos to show that the paths are beginning to be washed away. There are also several culverts that are partially blocked and adding to the problem. The ditches need to be cleared. B.B will get 2 quotes from local businesses for this work.</p> <p>Quad Bikes – The 2 quad bikes have arrived and have been stored securely. Willie McAllan and the volunteer group are very pleased and thankful to the Board.</p> <p>Update on Current financial Status – D.M stated that at each meeting he will give an update on the status of the KCFC bank accounts. Both accounts are very healthy and the Quad bike payments will be:- one bike will be paid for from each account (one for forestry and one for general site). There have been 2 large payments from Octopus energy and one large payment from F & S Energy.</p> <p>Update on compliance with various agencies – The Board were informed that KCFC is now compliant with Companies house and that all Directors are now shown</p>	<p>BB</p> <p>BB</p> <p>BB</p> <p>BB</p> <p>BB</p> <p>DM</p>
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	<p>on their website. KCFC is also compliant with OSCR regulations.</p> <p>Replanting Liabilities – B.B informed the Board that 100 Hectares are to be replanted within the next 3 years. He also explained that Forestry Scotland have stated that they will work with us on our replanting liabilities.</p> <p>Forest Store renting out – The Board agreed on a rental of £120pcm rental & the fitting of an electricity meter in the Store. A member has approached the Board showing an interest in renting it out as office space. The Board agreed to a rolling lease and the fitting of the electricity meter. Bob will contact a local contractor regarding this.</p> <p>Emails to 2 members – The Board agreed for an email to be sent to them both, asking them to remove their belongings from KCFC property. This will be signed from the whole Board</p> <p>Crofts – Bob will contact our case worker at the Crofting Commission to become KCFC’s letting Agent. He will also find out where we stand with regard to neglected and possibly abandoned croft.</p> <p>Polaris – The Board agreed to advertise it on facebook for anyone to take it for a donation to the Forest. J,S agreed to organise this.</p> <p>Secretarial Hours – Lisa is to let the Board know when she reaches her weekly hours allotment. She agreed to liaise with Cindy on the new website. The Board agreed to up her hours to 12 hours per week.</p> <p>D.M’s Workshop – D.M offers woodworking classes to members of the community for free (they only pay for what they use). He does not charge for this service and has the free use of a workshop for this. He shared with the Board that a lot of his tools have gone missing. He would like to expand this service to include things like summer school and projects. Don would like to equip the workshop to enable this. The security of the big shed and D.M’s workshop need security improvements. B.B will ask Marie (accounts) to order insurance approved hasps and padlock. Also, a security key box will be ordered and fitted inside. D.M has asked for an amount of money that will enable him to buy new tools which will belong</p>	<p>BB</p> <p>BB</p> <p>JS</p> <p>BB</p>
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	<p>to KCFC. He will draw up a list of what will be needed, in time for the next meeting. The tools will need to be of good quality and all the tools will stay on site.</p> <p>Brian Leech – has offered to do a drawing for site landscaping for free. Ali will discuss this with him.</p> <p>Petrol – B.B will get petrol for the two quad bikes plus a funnel.</p>	<p>DM</p> <p>AP</p> <p>BB</p>
<p>Time, Date and place of next meeting</p>	<p>Wednesday 29th March at 2pm; Place yet to be decided.</p>	