

FCWT BOARD OF DIRECTORS

Meeting held at Forres Community Centre
7.30pm on 28th May 2018



MINUTES & ACTION POINTS

Item	Minute	Action
1	<p>Present: Donald Wright (chair, treasurer), Gisela MacFarquhar (minutes), Wilson Metcalfe, Dan Puplett, David Rooke, Steve Hull</p> <p>Apologies: Gareth Whymant, Karen Mitchell, Tom Ireland</p>	
2	<p>Minutes of 30th April 2018 Amendment requested by WM – 11b. The Dava Way Association (not the Forres Footpaths Trust) received funding from the Berryburn Community Fund for the purchase of a chipper. The minutes were proposed by DR, seconded by WM.</p> <p>Actions and Matters arising from Minutes Outstanding actions:</p> <ul style="list-style-type: none"> • Tony Henry proposal. The Board decided against employing Tony Henry as ranger, as a direct employment situation would have considerable legal implications. The Board prefers to give permission to outside volunteer organisations who have a financial structure in place. GM to inform Tony Henry. • Materials for hut repair - Pending • Bench at Sanquhar lochan – completed • Muiry / New Forres thinning – survey required • Removal of overhanging branches for Ian Lewis. - Pending • Tesco Funding of Path Upgrades - Scope to be defined. <p>Outstanding from last meeting:</p> <ul style="list-style-type: none"> • Item 3 – Cameron Court request for talk. Pending • Item 4 – Moray Local Development Plan 2020. DW has been in contact with Moray Council and local community councils. <p>Item 5 – Strategy Review. KM to produce a summary.</p>	<p>GM</p> <p>GW</p> <p>GW</p> <p>GW</p> <p>GW,DW</p> <p>GW</p> <p>KM</p>
3	<p>Correspondence. E-mail: Brenda Devlin and Barbara Adams commenting on removal of dead trees in Sanquhar. (See item 9c.)</p>	
4	<p>Muiry and New Forres. Three trees were taken down. No major works planned.</p>	

5	<p>Sanquhar</p> <p>a. Work party report. SH reported that the last volunteer party was clearing an area of turf in the Coffin Field which will be sown with wildflowers later in the year. The task for the next work party will be bracken slashing near new trees. It will take place on 9th June.</p> <p>b. Bike Track. DR reported that Bill McRitchie has done some ground work for reinstating damaged areas. Mike Kemp will help finish off the surface. A stretch of fencing near the track will be extended to prevent cyclists from using the area. DR will check with TI if any mountain biking events are planned for this year.</p> <p>c. Projects.</p> <p>Bench at Sanquhar. The bench installation is now complete. DW to send thank you note to Benromach Distilleries.</p> <p>Sanquhar Thinning. The last payment from James Jones has been received. Damaged paths have been repaired.</p> <p>Keys for padlocks. Board members are to check if they have any keys for padlocks for the Sanquhar and Muiry barriers.</p>	<p>GM</p> <p>DR</p> <p>DW</p> <p>Board</p>
6	<p>Communications.</p> <p>Web-site. There have been no communications recently. WM replaced the old membership application form with the new version.</p> <p>Facebook. Being up-dated regularly.</p>	
7	<p>Finance.</p> <p>Current Balance: £34,427.41</p> <p>Payments were made to Bill McRitchie and Glenmore Lodge.</p> <p>Insurance payment is due in June.</p> <p>Gordon Scott will prepare the accounts for year ending March 2018</p>	<p>DW</p> <p>DW</p>
8	<p>Membership report.</p> <p>One membership payment was received</p>	
9	<p>Other.</p> <p>a. Findhorn Bay Arts. KM has made a request for a stand.</p> <p>b. Data protection. DW will forward the CWA version of the GDPR to WM. This could be adapted to a version suitable for FCWT. A privacy notice will have to be sent out to members. It appears that an opt-in process will not be required. GM and DP will also be looking at implications for mailchimp.</p> <p>c. Dead trees. The chairman recently requested the removal of two dead trees from Sanquhar Wood as they were deemed a possible risk to the public. At the time we were unaware of the presence of nest sites being present. To be better prepared for similar situations in future DP suggested we consult the Forestry Commission's practice guide to managing dead wood in forests and woodlands. He also suggested to hire an arborist outwith the nesting season to see if there are any trees, live or dead, that are of real concern. A case by case assessment for danger posed by trees, especially in areas near paths and where people congregate should be made.</p> <p>DP to investigate if training for dead tree assessment is available.</p>	<p>DW,WM</p> <p>GM,DP</p> <p>DP</p>

<p>10</p>	<p>AOB.</p> <p>a. First Aid Training. DR, TI, SH and GM have attended a two-day training course for outdoor emergencies.</p> <p>b. First Aid Kit. The leader of the first aid training course did not recommend any particular brand of kit. He advised that a kit should contain aspirin, rubber gloves, a face shield, sugar gel or jelly babies, a couple of bandages, one of them to be large (no 3), and an accident report form. He also suggested that volunteers should be advised to inform volunteer leaders of any health issues.</p> <p>WM will ask the Dava Way association for a list of items in their first aid kit.</p> <p>c. Dava Way chipper. WM said that he will be attending a training session for this tool and he'll be able to use it for us if required.</p> <p>d. SH said that Matt has offered to make more nesting boxes.</p> <p>e. Rhododendron treatment. SH and DP will contact Angus Dixon to decide where spraying is required this year.</p> <p>DW will check on the Berryburn Community Fund's deadline for the rhododendron treatment.</p>	<p>SH</p> <p>WM</p> <p>SH SH,DP</p> <p>DW</p>
<p>11</p>	<p>Date of Next Meeting – 9th July 2018 at 7.30pm in the Community Centre.</p>	