

# FCWT BOARD OF DIRECTORS

Meeting held at the Forres Tennis Club  
7.30pm on Wed 15th Feb 2012



## DRAFT MINUTES & ACTION POINTS

Item	Minute	Action
1.	<p><b>Present:</b> Pat Johnstone , Ian Suttie , Chris Piper , George Alexander , and Chris Wortley (Chair.)</p> <p><b>Apologies:</b> Bruno Crawley, Fiona Chalmers, Alan Smith.</p>	
2.	<p><b>Minutes of last meeting.</b></p> <p>The minutes of the meeting held on 31st Aug 2011 were presented and agreed as an accurate record.</p>	CW
3.	<p><b>Matters arising.</b></p> <p>It was noted that a minute of the meeting in October had not yet been provided. This would be rectified after the AGM. The matter also highlighted the need for a Minute Secretary.</p>	CW
4.	<p><b>Updates</b></p> <p><b>- Coffin Field</b></p> <p>Chris P reported that completion of the purchase of the Coffin Field from Altyre Estate was now in the closing stages, awaiting signatures from the appropriate Altyre Estate Trustees in the next week or two.</p> <p><b>- Feasibility Study</b></p> <p>Chris P reported on behalf of Fiona that the work of the Feasibility Study for the Woodland Centre had been completed and that the final report was now being finalised and would be presented at the next meeting.</p> <p><b>-Website</b></p> <p>Chris W reported that he had been in contact with Tom and had arranged a meeting to finalise the website. The Board a deadline of <u>end March 2012</u> should be given to Tom to ensure the website was up and running by then otherwise the work would have to be carried out elsewhere, the delay in delivery having become unacceptable.</p>	<p>CP</p> <p>CP</p> <p>CW</p>
5.	<p><b>Year Ahead</b></p> <p>It was discussed that the main focus this year needed to be the resolution of FCWT's membership administration and structure. The Board recognised that the Trust had not kept in contact with existing members and new members were not welcomed in the way we would like. Ian S informed the board that he knew of two people, Gisela MacFarquhar and Joan Tompkinson, who might be prepared to fill the position of Minute Secretary and Membership Secretary respectively. It was agreed to invite them to the AGM and talk to them about the roles and the trust. George asked for a copy of existing members so that he could review it and contact those that he could recognise.</p>	CW

6.	<p><b>AGM.</b> Chris W agreed to contact the Forres Gazette and put in the notice for the AGM. It would be held at the Tennis Club at 7.30 pm on the 14<sup>th</sup> Mar at 7.30</p>	CW
7.	<p><b>Operational Updates</b>  <b>Muiry Woods</b> – Ian S advised the board that Angus Dixon had completed the path work and that removal of a tree stump was the only outstanding work to be done.  Chris P expressed his disappointment with regard to the fact that the path works had overspent the agreed budget by approx. £1,500 despite his advice to IS that following receipt of quotes for the work this would be the outcome unless (a) the scope of the contract works was adjusted to meet the WIAT contract budget or (b) that the FCWT Board collectively approved the overspend which would be unfunded. Neither had occurred, despite repeated prompting from CP thus resulting in the overspend.  Agreement on how this issues was to be resolved <u>remains pending</u>.  Ian S agreed to source signs for recommending to the Board to request dog walkers to clear up after their dogs as this was a growing issue.  <b>Sanquhar Woods</b> – It was reported that the MTB shelter had been vandalised again and it would need to be looked at with a view to repair.  It was also agreed to purchase heavy duty combination locks for the gates in Sanquhar.  The issue of re-invasive growth of rhododendron issue was discussed and decided that it would be looked at in the next funding stream.  Chris W reported that he had taken down some trees that were causing concern around the properties on Woodside Drive; however, there were still a number of dead standing trees that would need to come down. Chris P added that there were a number of areas that needed thinning and they could be included in a small contract to generate some income for the Trust, he agreed to contact the contractor to put it in motion.  Chris P also reported the last phase of MTB signage was awaiting production (part funded by WIAT) and that the missing or damaged signage would be included in this.</p>	<p>IS</p> <p>Board IS</p> <p>CW</p> <p>CW</p> <p>CP</p>
8.	<p><b>Financial update</b> – Pat advised the trust that as of the 2<sup>nd</sup> Feb the balance of the account was £14,262.93 with £6.9k (inclusive of legal fees) reserved for the purchase of the Coffin Field and a further £6.5k restricted for the composting toilets; meanwhile receipt of LEADER funding of £4,625 and £5K from the Forestry Commission for the Country Park Feasibility Study was pending, plus approx. £7.5K from the Forestry Commission for an outstanding WIAT claim.</p>	PJ

<p><b>9.</b></p>	<p><b>AOB</b> – Chris P asked for confirmation of ratification from the Board that he had been authorised to sign on behalf of FCWT the Statutory Conveyance in relation to the area of land conveyed to The Moray Council in respect of the Forres Flood Alleviation Scheme. This was duly confirmed.</p> <p>The Board discussed the possibility of carrying out a community tree planting event to celebrate the Queens Jubilee by planting 60 trees near the MBT drop off area. George was asked to look into the possibility of school children from the academy doing the planting.</p>	<p>GA/ CP</p>
<p><b>10</b></p>	<p><b>Date of Next Meeting</b> To be advised following the AGM.</p>	<p>CW</p>