FCWT BOARD OF DIRECTORS

Meeting held at St Leonard's Church Portakabin
7.30pm **on** 29th July 2013

MINUTES & ACTION POINTS

Item	Minute	Action
	Present: : Graham Hilditch (chair), Stuart Johnston, Claire Feaver, Wilson Metcalfe, Donald Wright, Gisela MacFarquhar (minutes). **Apologies:** Eddie Tomkinson, John Carson.	
	Minutes of last meeting. The minutes of the meeting held on 24th June 2013 were presented and agreed as an accurate record, proposed by SJ, seconded by CF.	
	Correspondence. 1. CWA a) Invitation to Annual Conference on Skye. b) Brochure, 'Year of the Storm'. 2. Letter from Miriam Connor *re* Vicky Flood, GM to respond. 3. Email from Bill Ferguson to GH regarding dangerous trees close to his boundary fence. GH has replied explaining that the Board is aware of this issue and will address it in due course. 4. Membership fee and donation. 5. Payment of £14,207.78 from Directorate for Agriculture, Food and Rural Communities. 6. Invoice from Moray & Nairn Newspapers. 7. Bank of Scotland: a) Monthly statement from 5/6/2013. b) Monthly statement from 5/7/2013. c) Closure of account on 11/7/2013. d) Interest rates. e) Changes to Business account - BoS to be requested to change FCWT address.	GM JC
	Agenda.	
1.	**Benromach Distillery.** GH reported that several meetings with representatives from Benromach had taken place. He has expressed his disappointment verbally and in writing to the company about the damage to trees caused by the equipment used by the building contractor. He also had a meeting with SEPA to point out some damage to the river banks which require attention. SEPA will liase with Benromach directly on this matter. Jamie Whittle has drawn up an Interim Indemnity Treaty to clarify Benromach's responsibility. A letter of apology has been received from Benromach and they have agreed to re-instate the affected area to previous conditions and to plant *ca* 120 to 150 suitable trees in the area. Ian Suttie has been consulted as to the appropriate measures and types of trees to be planted.	
2.	**Green Burial Site.** WM will include a brief statement on the web-site regarding decisions taken on the Green Burial Project. CF will do the same in the next newsletter. GH still to write to Moray Council clarifying the Board's position.	**WM, CF, GH**
3.	**Giants in the Forest.** Some insurance documents have been received from Findhorn Bay Arts and forwarded to ET.	**ET**

4.	SJ stated that Gareth Whymant is still keen to support FCWT, but is not in a position to make any commitments at present. SJ has advised Iona MacGregor that no detailed discussion on The Woodland Plan will take place in the near future; he will seek to make contact again when appropriate.	
5.	**Management Plan.** SJ and DW will work on the update of the plan.	**SJ, DW**
6.	**Discharge of Security in Favour of HIE.** GH reported on behalf of JC that this has been concluded.	
7.	**N-Trust.** GH reported on behalf of ET that he had a positive meeting with N-Trust and had established that FCWT has no outstanding liabilities.	
8.	**Parking areas at Muiry/Newforres.** Both barriers are now in place. It was suggested that the surface of the car parks should be resurfaced using leftover funds.	
9.	**Sanquhar Woods.** GH reported that the fire brigade broke a padlock to gain access to the forest to put out a fire. Other padlocks also need to be replaced. **Work Parties.** SJ reported that the work parties are continuing with two monthly sessions and Gareth Wymant had been one of the volunteers. In addition George Alexander had taken a group of school children to do some brashing and some redundant fencing had been taken to the scrap yard; £11.20 had been received in payment. **Walk and Talk.** SJ reported that a walk and talk session had taken place led by Steve Hull. He indicated various issues which need to be addressed e.g. the removal of sedges in the pond, removal of bracken and invasive non-native species. There is no plan at present to ask Steve for a further walk. CF will contact the Moray Council Ranger about the possibility of doing a Walk and Talk. **Triathlon Event.** GH reported that the paints used by the organisers of the event have now almost worn away. He will contact them to discuss this issue for further events.	**CF** **GH**
10.	**Financial update.** On behalf of ET, GM reported that there was a total of £39,527.49 in the account on 23rd July including £14,207.78 received from WIAT.	
11.	**AOB** **Public Liability.** GH said that it is still uncertain what the FCWT is covered for. ET to look into this. **Brochures.** GM will remove the FCWT brochures from the HUB as they contain out-of-date information. CF will draw up a temporary membership application form to replace the form attached to the brochure. **Funding.** CF will ask the Moray Council Ranger and the Forestry Commission for advice on how events by outside groups should be managed and whether donations could be requested. **New Board members.** SJ will ask David Robinson if he would be interested in joining the Board. **Tree planting.** SJ reported that the Woodland Trust is offering packages of *ca* 400 native trees free of charge. These could be used to complete the planting of the hedging at the periphery of the Coffin Field. SJ to apply. It was suggested that an inventory of equipment, tools and clothing belonging to the FCWT should be drawn up. Any equipment currently held by former Board members should be retrieved. ET to check in the accounts what equipment has been bought over the years.	**ET** **CF** **CF** **SJ** **ET**
12.	**Date of Next Meeting -** 2nd September 2013. Date of the next AGM - 6th November 2013.	