

FCWT BOARD OF DIRECTORS

Meeting held at St Leonard's Church Portakabin
7.30pm on 3rd February 2014



MINUTES & ACTION POINTS

Item	Minute	Action
	<p>Present: Graham Hilditch (chair), Stuart Johnston, Eddie Tomkinson, Wilson Metcalfe, Donald Wright, Steve Hull, Gisela MacFarquhar (minutes)</p> <p>Apologies: John Carson, Gareth Whyment</p>	
	<p>Minutes of last meeting. The minutes of the meeting held on 13th January 2014 were presented and agreed as an accurate record, proposed by DW, seconded by ET.</p>	
	<p>Correspondence.</p> <ol style="list-style-type: none"> Claire Feaver's resignation from the Board of Trustees. Her offer to continue on a voluntary basis to research the possibility of turning the Coffin Field into a wildflower meadow was welcomed. GM to liaise with Claire. JC's letter to J Whittle, R&R Urquhart, regarding usage of woodlands by commercial enterprises. No reply received to date. Email from Keith Cruickshank, Gordon&MacPhail. 150 trees with stakes and tubes have been supplied and will be planted by David Wakely, tree consultant. Also, 6 bird boxes will be fitted. GH said that Benromach are willing to support future projects and their staff is happy to be involved in work parties. Email from Alan Smith regarding various issues at Sanquhar Woods. GH to reply and to contact Ian Purkis regarding reassembly of benches. Unauthorised removal of timber to be mentioned in newsletter and on web-site. Woodland Social Enterprises survey. WM to look into it. SJ received confirmation that a further 400 trees with sheathing from The Woodland Trust will be delivered shortly. Email from Kim Johnston, Moray Council, regarding drainage work near Muiry Wood car park. ET to reply. Email from Fiona Chalmers, map of proposed Chapelton-Muiry walk for bird hide leaflet. 	<p>GM</p> <p>GH</p> <p>GM, WM WM</p> <p>ET</p>
	<p>Matters Arising.</p>	
1.	<p>Insurance. ET reported that the mountain bike track is now insured for public liability. He said that the correct procedure for the paperwork is crucial. A management plan with risk assessments and an inspection and maintenance schedule will have to be put in place. Paul Masson, the designer of the track will be approached to carry out a full inspection and will train people to carry out</p>	<p>ET</p>

	<p>future inspections to the require standard on a monthly basis. Dave Robinson is willing to be involved.</p> <p>He also said that the Recreation Manager of the Forestry Commission is happy to talk to us about issues connected with managing events.</p>	
2.	<p>Work Parties.</p> <p>The next work parties at Sanquhar Woods have been scheduled for 27th Feb 2-4pm and 1st March 10-12am led by GH, 20th March 2-4pm and 22nd March 10-12am led by SH.</p> <p>SH will provide a First Aid kit. GH will do a press release, WM will put the dates on the web-site and GM will contact volunteers.</p> <p>GH will purchase some tools and invite Mrs Merrilees from the Residents' Association to participate.</p> <p>GM will contact local primary schools to invite children to participate in the hedgerow planting on the Coffin Field in March.</p> <p>ET will contact Forres Academy.</p> <p>SJ will liaise with volunteers who would be interested in removing barbed wire fencing in their own time.</p>	<p>GH, SH</p> <p>SH, GH, WM, GM</p> <p>GH</p> <p>GM</p> <p>ET</p> <p>SJ</p>
3.	<p>5-Year Plan.</p> <p>WM will continue with preparation of plan. Further discussion is carried forward to next meeting as GW was unable to attend this Board meeting.</p>	WM
4.	<p>Sanquhar Tree Clearance Proposal.</p> <p>ET, GM and GW will develop a proposal for a financially viable tree clearance and discuss further at a future board meeting.</p>	ET, GM, GW
5.	<p>Fund Raising.</p> <p>ET suggested a programme of social events for Trust members.</p> <p>GH suggested a stall at the Piping Hot Forres event. GM proposed some ideas for a quiz.</p>	
6.	<p>Financial Report.</p> <p>ET reported that the closing balance on 03.02.2014 was £33,130.51.</p>	
7.	<p>AOB</p> <ul style="list-style-type: none"> - GM asked if the remaining gravel could be used to fill in some muddy patches on paths in Sanquhar Wood. GH said that some more coarse gravel would be needed as a base. Benromach may be willing to help as part of a future project, WM said that digging some drainage trenches might help. - The publication of the next newsletter is aimed at the end of March. Trustees are to consider their contributions. - GM asked if all tools had been retrieved from the previous Board. ET said that most tools had but he will get in touch with Chris Wortley about the chainsaw. 	<p>GH</p> <p>Board</p> <p>ET</p>
8.	<p>Date of Next Meeting. - 3rd March and 31st March 2014.</p>	