

Steering Committee

Minutes

of meeting held in Aigas Golf Club
at 7.30pm on Monday 22nd June

Present	Apologies	In Attendance
Steve Byford	Calum Fraser	Crispian Cook, Bell Ingram
John Graham	Mark Hedderwick	
Mia Scott	Andrew Leaver	
Philip Knott	Peter Masheter	
Graeme Scott	Lara McDonald	

Item	Action
Graeme Scott welcomed Crispian Cook from Bell Ingram who was attending the meeting to brief the committee on the feasibility study and contribute to discussion.	
1 Minutes of meeting of 8th June The minutes were approved by Steve Byford and seconded by John Graham.	
2 Matters arising from the minutes → Company formation and bank account <ul style="list-style-type: none"> • Mia Scott has e-mailed Douglas Graham at Macleod and MacCallum but had no reply. Mia to contact Douglas Graham again. • Andrew Leaver has paperwork for opening a Treasurer's Account at Bank of Scotland. This will require signatories to go into the bank and show ID. Andrew to complete paperwork and lodge with bank. Graeme Scott, John Graham and Lara McDonald to go into bank with ID. • The Highland Council have paid the Ward Discretionary Budget grant of £2650 to Kilmorack Community Hall. • Graeme Scott will contact HIE CLU to request an up-front payment. • Lara McDonald to ask Strathglass Community Woodland to hold their funds until the bank account is opened. 	<p>M Scott</p> <p>A Leaver G Scott J Graham L McDonald</p> <p>G Scott</p> <p>L McDonald</p>
3 Feasibility study including community consultation <ul style="list-style-type: none"> • Crispian Cook provided a description of the community consultation process and the activity involved in the wider feasibility study. • The content of the community survey has been agreed and will be posted to 317 households taken from the electoral roll. These should arrive on Wednesday 24th June. 	

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<p>this line, the line should be extended to include all houses in the postcode.</p> <ul style="list-style-type: none"> • Steve Byford will ask Roddy Beaton to identify the postcodes and draw a boundary based on a copy of Mia's map. • Andrew Leaver will deliver a hand drawn map to the Bell Ingram Inverness office on the morning of Thursday 25th June. • Crispian Cook also offered to make a composite aerial photograph of the forest using the photographs provided by Andrew Franklyn of Eilean Aigas Estate, if the photographs are suitable for this purpose. Graeme Scott to pass these photographs to Crispian Cook. 	<p>S Byford</p> <p>A Leaver</p> <p>G Scott</p>
<p>5 Arrangements for public meeting</p> <p>→ Promotion</p> <ul style="list-style-type: none"> • The public meeting will be held in Kilmorack Hall at 7.30pm on 29th June. • Andrew Leaver provided posters to be put up in the area. • The date was included in the recent newsletter and is on the community survey. • Bell Ingram have drafted a press release. Steve Byford will provide this to the Inverness Courier and Andrew Leaver to the P&J and Ross-shire Journal. • Andrew Leaver has written to Cllrs Carmichael and Davidson and Jake Wilis from Community Woodland Association inviting them to attend. Jake has confirmed. • All other committee members should encourage attendance by friends and neighbours <p>→ Structure of the meeting</p> <ul style="list-style-type: none"> • The meeting is scheduled for two hours. • The first 30 minutes will be set aside to present the proposals for the community boundary. Graeme Scott will give a short introduction highlighting the NFLS requirement for defining the community and outlining the thought processes that have led to the proposal. Mia Scott will give her photographic presentation. There will also be a map showing the boundary and copies of Mia's photographs showing the view of the forest from different points. The meeting will be asked to ratify this boundary. • The remainder of the meeting will be led by Bell Ingram. The purpose of this session will be to hear the views of the community. • Five tables will be established, each themed with one of the 5 E's (Environment, Economy, Energy, Education and Enjoyment). Participants will be asked to choose a table and there will be 15 minutes facilitated discussion before moving on to another table. This will happen enough times to allow each person to contribute to all 5 themes. • This will be followed by 15 minutes summing up. 	<p>S Byford</p> <p>A Leaver</p> <p>All</p>

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<ul style="list-style-type: none">• The discussions will be facilitated by Bell Ingram staff. Jake Willis of CWA has offered to facilitate a table and this offer will be accepted. Andrew Leaver to provide Jake's contact details to Crispian Cook.• Andrew Leaver will arrange tea / coffee / biscuits for after the business of the meeting.	A Leaver A Leaver
6 AOCB <ul style="list-style-type: none">• John Graham noted the importance of ensuring that all parts of the community are equally represented. The committee re-confirmed their commitment to this principle.	

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Summary of Actions from Meeting		
Ref	Action	Person Responsible
6/1	Make contact with Douglas Graham of Macleod and MacCallum with regard to company formation.	Mia Scott
6/2	Complete paperwork for BoS Treasurer's Account and lodge with Beaully BoS.	Andrew Leaver
6/3	Go to Beaully BoS and show ID to be approved as an account signatory	Graeme Scott John Graham Lara McDonald
6/4	Request up-front grant payment from HIE Community Land Unit	Graeme Scott
6/5	Request Strathglass Community Woodland to hold funds until bank account open	Lara McDonald
6/6	Update and circulate Stakeholders Consultation List to committee for comment	Andrew Leaver
6/7	Ensure feasibility study investigates a purchase which would leave the right to fell trees with either FCS or a private forestry company.	Crispian Cook
6/8	Provide a map showing community boundary in time for public meeting – if information provided to Bell Ingram in time	Crispian Cook
6/9	Ask Roddy Beaton to identify postcodes and redraw boundary on the map, based on notes in section 4 above.	Steve Byford
6/10	Deliver hand drawn map to Bell Ingram Inverness office on morning of 25 th June	Andrew Leaver
6/11	Provide Eilean Aigas aerial photographs to Crispian Cook by morning of 25 th June	Graeme Scott
6/12	Send press release to Inverness Courier	Steve Byford
6/13	Send press release to P&J and Ross-shire Journal	Andrew Leaver
6/14	Encourage attendance at the public meeting of 29 th June	All committee
6/15	Provide Bell Ingram with contact details for Jake Willis, Community Woodland Association	Andrew Leaver
6/16	Arrange tea / coffee / biscuits for after public meeting	Andrew Leaver

Chair		Date	
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