



Kilmallie Community Company

Board Meeting – Minutes

Minutes of the KCC board which met on Tuesday 28th November 2007 at 7.30 pm in Kilmallie Hall.

1. **Present:** P Brian (chair), P Biggin (secretary), O Vietch, J Ireland, H Muir, A MacPhie, A MacKenzie. Guest: A Mercer. Paul Brian agreed to chair the meeting and the idea that the chair of board meets would rotate was accepted.
2. **Apologies,** R Grieve, G Rogerson. J Willis
I will confirm with Linda Taylor that she is still willing to serve as a co-opted director.
3. **Minutes of previous meeting** – with the addition of “the proposal that we should open a bank account” were accepted.
4. **Matters Arising**
Matters arising were all to do with items occurring later in the agenda.
5. **Company Records.** All present accepted that submission of changes noted to Companies House should be made on line through their “secure” web filing service.
6. **Membership applications.** – A revised application form was discussed. It was agreed that a sentence about the woodland project should be added. (The revised form is enclosed with these minutes – please destroy any of the older versions) We agreed that we should continue to recruit members and that revisions to membership should be a regular item on the agenda. Angela Mercer is welcome as a new member.
7. **Bank Account.** Details of the newly opened bank account at RBS and arrangements for signing cheques were described. AM took over the cheque book and agreed to submit our first set of accounts (a nil return) to Companies House. The dead line by which this must be done is 27th Dec. (Allan – please can you confirm to all directors when this has been done.) We have no outstanding invoices.
8. **Progress with grant application(s).** – Now we have a bank account application for a “start up” grant from the Community Land Unit is in process. OV suggested that we should start on applications for other grants ahead of any progress on acquiring the woods. “Awards for All” and Forestry Commission grants were mentioned. FC grants were thought to be the most appropriate but they are still between schemes. It was accepted that we should wait for details of the scheme to become available.
9. **Publicity:** It was agreed that a paragraph describing progress should be submitted by the secretary to the community Newsletter on a regular basis. We agreed in principle to develop our own web site. There was likely to be an annual charge of £15. I will give suggestions for a domain name and more details of this at our next meeting – no costs will be incurred meanwhile. Meanwhile I will attempt to put a copy of the minutes and other relevant information onto the Kilmallie Community Council Web site. It was agreed that we should display information on the Community Council notice boards at Corpach shops and Banavie car park. This information should include significant developments from board meetings and an invitation for any of the public to attend meetings.



- 10. Update on progress with Arjo.** S Torrence's offer to Arjo was discussed – we were disappointed that no response had been received but at least there had not been an outright refusal. The consensus was that we should continue as we are at least until we had something in the bank when some alternatives might be considered.
- 11. Communication Plan.** JJ's paper on this was discussed and thought to be a good way forward. Secretary to revise the detail in the light of this discussion and recirculate the paper.
- 12. Other Papers:** still in circulation. Secretary to retrieve these and make sure everyone has a copy. This includes a revised draft management plan. Some general discussion arose at this point which included mention of fences, public meetings, when to have the AGM, ecological surveys, etc.
- 13. Date of next meeting** Tuesday 19th February unless there are developments.

The meeting closed at 2130 with thanks to the chair.