

DUNBAR COMMUNITY WOODLAND GROUP

Minutes of Committee Meeting - 25/10/10 Held at 20.00hrs in Hallhill Healthy Living Centre

Present - Simon Bell (Convenor), Isobel Campbell, Philip Revell, Cllr Jacquie Bell, Isobel Knox, Andy Morris, Jayne Chappell

Apologies - Allan Kilpatrick, Morag Haddow, Ute Penny, Mark James

1. Meeting opened by SB and apologies for absence noted

2. Approval of Minutes

Minutes from the July meeting were reviewed and were accepted as written.

3. Matters Arising from the Minutes

3.1. Broken Pipes/Drains - the sewage leak seems to have been fixed, albeit on a temporary basis. Unclear as to who has done this. It means that the path is now open again.

3.2. Pond Inspection - fish will not now be purchased as IK has been informed that it is thought to be not a good idea according to advice. PR to do some further research into this. Barley Straw has been recommended for clearing the blanket weed - need to source a bale from someone/somewhere and put it into haynets and place in pond.

3.3. Rhododendrons - weed killer to be applied in the Spring by MJ - need to remind him of this.

3.4. Marquee - insurance for marquee discussed - need to make sure that whoever rents it, makes sure that it is insured. We should also consider insurance of all our equipment.

3.5. Treasurer Update - JC has been appointed as treasurer. IK has passed on all receipts to her. SB and JC need to sign new mandates to change signatures for cheques.

3.6. Membership - AM has a list of current members. IC renewed (at last!). Paul McClennan to be offered free membership, as a thank you for the storage of our equipment.

3. Inspection report(s) and issues arising

- **Rota System** - SB suggested a rota system for inspection of the woods and circulated (via e-mail to all members prior to the meeting) a draft template inspection form. MH, JC and IC agreed that the suggestion of a map of the woods, footpaths and boundaries would be a good idea, for those who are not so familiar them. It was agreed that we would do this. IK to supply electronic version of map to put on recording sheet. SB to prepare a rota.
- **Vandalism of sign** - the sign on Kellie Road has been vandalized. SB to report this to the police. It was suggested that it should be resited as it was erected facing the

wrong way in the first place, or that it needed to be changed/redesigned. SB to contact Osprey Signs re this and costs.

- **Barriers** - are in the process of being erected, but one of the posts was already leaning at an angle, when SB made his inspection. IK has already spoken to MP, as did SB and it will be fixed. IK is also going to get some heavy duty padlocks for them.
- **Sewage Pipe** - see 3.1. above

5. Financial Statement - SB thinks it would be useful to have a summary financial statement at every meeting. JC to get in touch with AK re Treasurers Report and also to get a handover of the accounts.

6. Membership Statement - see 3.6. above.

7. Events, Publicity & PR Aspects

7.1. Stall booked for the Gathering In Fest on Sunday 31st October. Information about work of the group to be advertised; membership and membership forms to be available; calendars to be on sale. Several members of the committee said they would be there.

7.2. IK went to the Community Woodland Association (CWA) conference in Glasgow last month. She reported back about it - for details, please ask her(!). She was also asked by them to become a director and she accepted! SB to sign nomination papers.

8. Dunbar Community Development Company Liaison (DCDC)

8.1. PR said there was not a lot to report as such, but that a new charity will be set up to run the Hallhill centre, although still owned by DCDC.

8.2. the old laundry was discussed here - it is not listed, so could be demolished or rebuilt if the means were available. The likely solution is to reduce the wall height to around one metre. The project will be done by trainees for stonework.

9. British Trust of Conservation Volunteers (BTCV) Grant Approval

9.1. The project for the BTCV has been approved. IK has been in touch with them, re tasks to be completed by them. She has a list of things such as litter picking; clearing the burn; tree planting; brash piling to name but a few.

9.2. trees have been applied for and a variety of indigenous species are to be supplied. The decision as to where they are to be planted, has yet to be made

10. AOCB

10.1. Challenging People in Woods - IC asked if people should be asked if they have permission to saw up logs etc. It was suggested that yes they should be asked and to refer them to the convenor. SB suggested a formal letter should be given to anyone, who legitimately asks to take wood, so we know who they are.

10.2. Management Plan - PR suggested we look at the management plan and also to revisit the planting plan, in order to consider coppice for future fuel wood. He referred to Donald

McPhillimy's report of some years ago, which he will circulate again. SB to mention this to MP.

10.3. Christmas Night Out - AM confirmed the date as the 26th November at the Volunteer Arms.

11. Next Meeting - 22nd November 20.00hrs at home of JC.

ACTION PLAN

1. PR to look into fish issue.
2. MJ needs to be reminded about weed killer for Rhododendrons and planting of coppice species in clear, felled area
3. Marquee insurance needs to be clarified when it is rented out
4. SB to offer free membership to Paul McClennan
5. SB to work out rota system, IK to supply map
6. SB to report vandalized sign to police and also to contact Osprey Signs regarding redesign and costs
7. IK to get heavy duty padlocks for barrier
8. JC to contact AK regarding Treasurers report and handover of accounts and to organise mandate forms