



Cormonachan Woodlands Association, The Secretary, Douglas Locke,  
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## **Minutes of the Annual General Meeting held at Lochgoilhead Village Hall on Wednesday 29th May 2019 at 7 pm**

### **1) Welcome & Apologies.**

Don Kamsley, Chair welcomed everyone to the AGM.

In attendance - Don Kamsley, Douglas Locke, Jimmy Sim, Cecilia Ferguson, Frances Walker, David Thorpe, Dennis Bolt, Karen & Gary Pollock & Elizabeth Bain. Apologies were received from Donald & Mona Wickes, Anne Sim, Irene Campbell, Roddy & Sheila Davies & Susanna Miller.

### **2) Approval of the Minutes of the last AGM of the Association held on Tuesday 1st May 2018.**

The minutes of the last AGM were approved and proposed by Jimmy Sim, seconded by Frances Walker and signed by Don Kamsley.

### **3) Report by the Chair on an overview of the Cormonachan Woodlands Association for the year 1st April 2018 to 31st March 2019.**

Don Kamsley gave the following report to the members:-

Years achievements for period - 1<sup>st</sup> Apr 2018 – 31<sup>st</sup> March 2019

- Squirrel hide, shed and contemplation shelter were completed.
- Maintenance operations & training for CWA existing infrastructure will be covered by the Secretary.
- Risk Assessments for all 12 operations now completed and signed off and viewable on the CWA website under History/Risk Assessments.
- Upper Cormonachan Paths Project (UCPP)– project summary:-
  - The proposed route takes in the Upper Cormonachan waterfalls and township (old village), linking these up to the Lettermay forest road, new car park and link to existing 2.5km CW paths.
  - 22 Letters of Support from local businesses, organisations and politicians.
  - Finalized and route agreed with a short detour away from a possible bat location in a dead tree.
  - Obtained a quotation for Design & Build of the pathways and supporting infrastructure (£325k +/- inc. VAT). McGowans of Aviemore were the only

company to quote out of 5 hill contractors requested to quote. They have provided all the survey and design work with no upfront cost.

- Planning application for pathways and car park was submitted on 4<sup>th</sup> January 2019 to the National Park and we are currently awaiting approval (planning fees cost £756 taken from the UCPP fund).

Application includes:

- a) Protected species survey that has been completed and approved (May 2019 – cost £400 – costs have come out of the UCPP fund).
- b) An archaeological survey of the Township has still to be completed for the planning process (quotes and funding for this are in the process of being applied for – approx costs of £4,165) and Interpretation Panel cost of £1,260 will be required for this area as a condition of WoSAS. (west of Scotland archaeological service).
- c) As part of the Lochgoilhead Primary School's Archaeology Scotland's "Heritage Heroes" awards, the children have completed a pre-survey of the Township and have completed their 14 page record book (*available for viewing after the AGM*).
- d) Funds raised to date stand at £3,623.35 for the UCPP Fund towards our target of £13k over the coming year. A further £5,425 of grant money is expected to be added to this total in the coming year (NPA Grant Scheme) bringing the total to £9,048, leaving £3,952 to raise.
- e) Last but not least is the commendation that should be given to the Secretary for his tireless work. He spent over 860 hours last year of his own time, to keep the Association running, as well as single headedly completing all the essential paperwork associated with the UCPP. Douglas is no longer physically able to assist physically in the woodlands and will require far greater assistance in the future. This point will be raised under agenda point 7.

#### 4) A presentation of the Accounts of the Association by the Treasurer.

Jimmy Sim, our Treasurer, asked the members to look at the accounts and asked if anyone had any questions but there were none. Douglas Locke explained the Supplementary Information to the accounts showing the Volunteers Hours Donated, Assets and lists of monetary and non-monetary Donors that don't include very many anonymous donors. The current bank balance was £3,025.85. It was stated that the current bank balance was less than the UCPP Fund balance because of the payments made for the planning fees and survey costs. The accounts were voted on and approved.

#### 5) Report by the Secretary on the year's work of the Association, including the website and Facebook.

Douglas Locke, Secretary then gave his report:-

The work of the Secretary has been complex again over this last year with obtaining donations and grants for the Red Squirrel Hide, storage shed and the 'Contemplation Shelter' that were officially opened on 6th June 2018. We were very grateful to the Lodge on Loch Goil for hosting the celebratory afternoon tea following these events. Grants and donations for these projects were mainly received in the previous financial year as can be seen in the accounts.

The Secretary has run the membership data base and at the end of the last financial year, we had 104 paid up members. So far this year we have 102 members. We managed to get £3,712 of funding from Forestry Scotland to train our pesticide sprayers and now have 6 certificated volunteer operator members and more tools. Annual Work Plans are agreed with the partners annually and so far we have achieved our annual target with the help of our members, National Park and Fife volunteers. We are always in need of volunteers to undertake the maintenance tasks in the woodlands

and he said if you haven't volunteered before why not give it a 'GO'. Let us know in advance if you can help please.

The Association has no income stream other than from its annual membership subscriptions which pay for the running of the Association. All projects have to be funded therefore by 100% grants that have to be applied for and with donations from the members. The Association now has over £20,000 worth of assets - structures, equipment and tools all achieved through funding and donations.

The 'Upper Cormonachan Paths Project Fund' has reached £3,623.35 in donations as at 26th May 2019. This has helped to pay for the planning fees and survey reports required by the National Park as mentioned by our Chair.

The Red Squirrel Hide donation box has raised £179.30 to date since March 2018 for squirrel feed that costs about £155 pa. Ardroy were thanked for having supplied two bags of squirrel feed this last year but it now looks as though the donation box contributions will pay for the feed in the future. Frances Walker was thanked for regularly feeding the red squirrels.

He pointed out to members that the Association's website is up to date at [www.cormonachan-woodlands.co.uk](http://www.cormonachan-woodlands.co.uk) as is the CWA Facebook page with Latest News that has 184 followers. He said you will also find under History on the website, Minutes of all Meetings and Members Updates.

To finalise this report, he said he would like to encourage members to volunteer in the woodlands to help maintain the paths and help in other ways such as helping run the Events and Gala Days. The next events the Association will have its marquee at will be the Carrick Fayre on Sunday afternoon 14th July and then Loch Goil Gala Day on Saturday afternoon 3rd August. Remember there are no paid staff to run these events and maintain the community woodlands, just volunteers who do everything!

A very big 'Thank You' to all our volunteers - you are just so important to the Cormonachan Community Woodlands... We will be in need of the paths being strimmed through the summer when we don't have pre-programmed Volunteers Days. We will pick sunny, windy days at short notice to avoid the midges. The next scheduled Volunteers Days after Monday 3rd June will recommence in September, October & November.

6) Changes to the Constitution. The committee agreed to put the following amendments to the AGM for members to vote on increasing the committee membership up from six to eight. The current Constitution would need to be changed, highlighted in **bold green type** for the Membership to agree:-

#### **Membership**

**"Full membership of** the Association is open to anyone who lives or works in the Loch Goil area and subscribes to the above objectives".

Jimmy Sim suggested an amendment to the wording of the above paragraph to read as follows:-

"The membership of the Association is open to anyone who subscribes to the above objectives".

This was voted on and unanimously approved.

#### **Organisation**

"Association shall be managed by a Committee with a minimum of 4 members and a maximum of **8** who shall be elected at the Annual General Meeting. At each annual general meeting, the members may elect any member (providing he/she is willing to act) to be a committee member. The committee members may

at any time appoint any member (providing he/she is willing to act). At each annual general meeting, all of the committee members shall retire from office - but shall then be eligible for re-election. Associate members or children under the age of 16 are not entitled to vote or serve on the committee. A representative of the **Forestry & Land Scotland** may attend as an ex officio member".

The Forestry Commission in the current Constitution is replaced by Forestry & Land Scotland, a change of organisation from 1st April 2019.

This was voted on and unanimously approved.

## 7) Plans for the year - April 2019 to March 2020 and beyond.

As mentioned in the Chair's report, we need to spread the workload within the Association to assist the Secretary with his duties. To this end, two new positions within the committee are proposed.

**Membership Secretary:** To run the Excel data base of members; to send out membership renewals annually for renewal on 1st April and thank members for renewing by e-mail; to send out renewal of membership reminders for up to a month; to add new members to the data base and welcome them by e-mail and to record on the data base when members do not renew or are deceased; to liaise with the Treasurer and the Secretary updating information as necessary, also, to encourage new memberships at events and elsewhere.

Dennis Bolt has been approached and has agreed to be proposed as a candidate for this role with a place on the committee.

**Volunteers Leader:** To run the Excel data base that help plan future Volunteers Days; to organise Team Leaders for each event; to record the names and mobile telephone numbers of the volunteers for each event; to ensure Team Leaders understand and use the Team Leaders Check List; to liaise with the National Park's volunteers scheme that's run through their 'Cervis' booking system; to help create a similar booking system for the CWA using the charities 'Three Rings' system; to thank those that volunteer after an event by e-mail and to liaise with the Chair and Secretary over the tasks for each event. It will be assumed that in the future all Team Leaders will also be trained First Aiders with free courses arranged through the CWA.

This new position is to be filled with a place on the committee as soon as a suitable volunteer member is found.

Plans for the year - 1st April 2019 to 31st March 2020 and beyond.

- Continue planning and fund raising for UCPP.
- Pesticide spraying of *Rhododendron ponticum* re-growth to be planned. Forestry & Land Scotland require two week's notice for permission to be given.
- Maintaining existing infrastructure.
- Training – First aid 2 courses (June and December 2019) requiring volunteers – please see the Secretary. We need first aiders for Team Leader positions and is free to members. (Funding is currently being applied for from Forestry Scotland).
- Introduction of six new "Little People" Sculptures done by LGH primary school will be erected in the forest area near the flat stone sculpture area on 3<sup>rd</sup> June 2019.
- Review potential use of a pre-booking volunteers system to aid in advance planning of volunteers.

8) Membership subscriptions are recommended by the committee to stay the same as last year.

A vote was taken to keep the subscriptions the same as 2019/2020 for 2020/2021 and this was voted on and approved unanimously.

### 9) Election of Officers

Current officers:-

Chairperson - Donald Kamsley

Secretary - Douglas Locke

Treasurer - James Sim

Member - Frances Walker

Member - Cecilia Ferguson

Corporate Member Representative - David Thorpe of AOEC Trust

New officer positions:-

Membership Secretary - Dennis Bolt

Volunteers Leader - Position to be filled

As all current committee members agreed to be re-elected back on to the committee a vote was taken and all were re-elected by the members unanimously.

Following the changes to the CWA Constitution - The Association shall now be managed by a Committee with a minimum of 4 members and a maximum of 8 who shall be elected at the Annual General Meeting. Dennis Bolt in the new position of Membership Secretary was voted on and approved by the members unanimously.

The Chair, Don Kamsley then thanked everyone for coming to the meeting and closed the meeting at 19.45 hrs.

*Those members in attendance were able to look at the Lochgoilhead Primary School P4-7 large 14 page book on the Upper Cormonachan Old Village pre-survey work, the Cormonachan Woodlands Association's photo book of Ardroy & CWA's 'First 20 years of Cormonachan Woodlands' and the Cormonachan Woodlands Mugs at £7.50 each.*