

West Fife Woodlands

Registered Charity No. SCO48093



Minutes of Meeting

Held at Blairhall Community Centre: Thursday 01st February 2018

Attendance

Stan Welch, John Rogers, Frank Waterworth, David Welch, Alistair Hendry, Hilda Carmichael, Peter McMullan, Liz McMullan, Alan McGuckin, Maggie Dalgleish.

1. Chair's Welcome

Chair Stan Welch welcomed all to the meeting.

2. Apologies

Lynda Milne, Ronnie Collins, Andy Trumper.

3. Minutes of Previous Meeting 11/01/18

Proposed by Alistair Hendry, Seconded by David Welch.

4. Matters Arising

None.

5. Floor Limit expenditure since previous meeting

Frank W informed the meeting a sum of £363.00 had been paid to Multiprint (Scotland) Ltd for the printing of publicity leaflets and flyers for the 2018 Valleyfield Snowdrop Festival.

6. Treasurer's Report

Frank W provided details of the group's current financial position.

7. Correspondence

John R advised he had received correspondence from SCISWF regarding the group's application for funding towards the Valleyfield Snowdrop Festival 2018. The application will be considered at the next Trustees meeting on 07/02/18.

8. Organisation change to SCIO - update

John R confirmed he had received confirmation from OSCR that the group had been approved to be an SCIO with effect 23/01/18. Stan W on behalf of all members thanked John R and Alan McG for their work in completing the application process successfully.

John R explained that there are important procedural changes to the group on becoming an SCIO:

- (1) Banking arrangements.
Action: Frank W to progress with bank.
- (2) Nomination/Election process for Trustees/Office Bearers.
Action: John R to arrange during May.
- (3) Compliance and annual reporting procedures to OSCR.
Action: All Trustees.

9. Bi-centenary Celebration Event of Humphry Repton's Death

John R confirmed that John Le Marie has arranged with Dunfermline Carnegie Library for an exhibition/display to be set up in the Reading Room to celebrate the bicentenary of Humphry Repton's death. There will also be the opportunity to publicise the Valleyfield Snowdrop Festival at the same time with leaflets and a donation box. The library will publicise the event to run from 01st February to the end of the month on their Facebook page and other media sources they have available. The event will also be included in the group's press release and on the WFV website article for the Snowdrop Festival. John Le Marie has agreed to do the latter.

10. Snowdrop Festival 2018

The Snowdrop Festival display stall at the Kingsgate Centre on Saturday/Sunday 27/28 January had been partially successful. Saturday had a good turnover of interested people making enquiries. Sunday's attendance was poor, one of the main reasons being that the toy retail store opposite the stall does not do Sunday trading, and therefore the flow of persons passing that side of the centre and the stall was minimal.

Rotas, crib sheets, risk assessments and emergency procedures have been issued to all guides. Arrangements with the STRC for refreshment facilities are confirmed. Festival signage has been posted including the two publicity banners with one at the STRC and one on the railing of Carnock PS. A press release has been prepared by John R and emailed to the Dunfermline Press and the Courier.

Following Ronnie C's contact with Carnock PS to obtain permission to erect the banner on the school premises, the Headteacher has made enquiries if a guided snowdrop walk for all the pupils could be provided. Confirmed date for the walk is Friday 02 March at 9.30am – 75 pupils are expected to attend. Volunteer guides and members to assist on the walk are required and requested please to confirm availability to John R at the earliest date.

Action: All members.

The three new folders on the Valleyfield Estate to replace the missing sets have been completed by John Le Marie/John R. A discussion followed on the best means of securing and storing the folders during the snowdrop festival. Frank W suggested that the responsibility should totally be with WFW. Arrangements discussed and agreed on the best means of storage. John R agreed to make the appropriate arrangements.

Action: John R.

The total donations received throughout the Valleyfield Snowdrop Festival 2018 by WFW and the STRC will be used (providing agreement from Fife Council is obtained) to improve the public car park surface at Shiresmill.

11. Woodland Workouts – scheduled activities to next meeting

The planned activities for four Mondays are as follows:

05 February

Balgownie Woods - clean FCS footbridge over the Bluther Burn

12 February

Balgownie Woods – minor path maintenance.

19 February

West Bing –maintenance on path from viewpoint including cutback of some trees. Trim and cutback regeneration growth at the picnic area and around the two ponds

26 February

West Bing

Minor path maintenance as directed.

12. Blairhall to Devilla Forest path project – update

Frank W updated the group on the current position. Whilst the planned start date was cancelled due to a heavy snowfall, work has now commenced on the first stage of the path and progress is being made albeit slower than anticipated due to continuing wet weather conditions.

13. Valleyfield Woodlands Orchard Garden - update

I FLI has given the go ahead for the seating to be removed and rebuilt to the correct specification by Graham Construction during January/February 2018. A formal estimate of costs has been received and approved. Work is expected to commence by mid-February.

Sue Walker, I FLI has advised the Interpretation Board is due to be erected on Monday 05th March.

14. AOCB / Date of next meeting

Frank W raised the issue of maintenance on the battery powered floodlights owned by the group and last used on evening Snowdrop walks held at least five years ago. The question was to maintain them for future use, the rechargeable batteries would now require replacement and the estimated cost for each new battery was £20.00. Decision taken that the floodlights are unlikely to be used in the foreseeable future and expenditure for new batteries was unnecessary.

Stan W reported the “Culross Walks Guide” published by the Culross Development Trust is due soon for a renewal issue. Tim Collins representing the Trust has suggested a joint meeting be held with WFW to discuss and include the woodland paths maintained by the group in the next publication.

Action: Stan W to arrange joint meeting.

A formal opening ceremony of the Balgownie to Devilla path will require to be arranged on the completion of the construction work. Funding for signage on the path has still to be obtained.

The next monthly meeting of the group will be on **Thursday 01 March 2018** commencing 7pm at Blairhall Community Centre.

Meeting ended 8.35pm.

Minutes prepared and completed by John Rogers, Secretary, West Fife Woodlands.

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