

# West Fife Woodlands

Registered Charity No. SCO48093



## Minutes of Meeting

Held at Blairhall Community Centre: Thursday 3rd May 2018

### Attendance

Frank Waterworth (FW) , Alistair Hendry(AH), Hilda Carmichael(HC), Liz McMullan(LM), Peter McMullan(PM), Andy Trumper(AT), Maggie Dalgleish(MD), Ronnie Collins(RC) and Alan McGurkin(AM).

### 1. Chair's Welcome

Vice Chair Ronnie Collins welcomed all to the meeting.

### 2. Apologies

Stan Welch and Lynda Milne

### 3. Minutes of Previous Meeting 5/04/18

Proposed by Liz McMullan, Seconded by Hilda Carmichael.

### 4. Matters Arising

RC informed group that the Water Board were to erect further anti climb barriers on the water pipe where it crosses the Burns.

AT advised he had completed an evaluation form relating to the funding received from Fife Council's Local Community Planning Budget.

The group wished to pass on their best wishes to Jim Dunsire and his forthcoming operation.

The group also wanted to thank John Rogers, who resigned as Secretary on 20 April after three years in the position. John's role has been the backbone of all that has been achieved by the group and he will be extremely difficult to replace. John's final achievement was to obtain Charitable Status for WFW, for which we will always be grateful. John's role came to an end on 1 May.

RC confirmed the Police had been involved following the theft by person's unknown (at present) from the donated chippings prior to the resurfacing of the car park. The police had taken away the CCTV available for analysis.

### 5. Floor Limit expenditure since previous meeting

None.

### 6. Treasurer's Report

FW provided details of the group's current financial position

There has been little change to the bank balance from last month's report.

### 7. Correspondence

FW has received a letter of thanks from the local National Geographic group for the guided walk.

RC is putting together an article for the Dunfermline Press regarding the resurfacing of the Valleyfield car park along with thanks to the ex-colliery for the free chippings and to the RDA for supplying the machinery. It was agreed that half of the funds raised from the Snowdrop Walks would be donated to the RDA.

### **8. Secretarial position post May**

The meeting discussed the possible way forward following the resignation of John Rogers as secretary of WFW.

It was agreed that the role was too great for one person. FW put forward his view on the job description of a Secretary for WFW and the following is a summary along with additional comments from the group present. Next to each heading is the initials of the member who is happy to take on that role.

- The preparation of the agenda and the taking of the minutes of the monthly meeting. **AT. LM to assist in absence of AT**
- Attending to correspondence.
- Maintaining the list of members. Relationship Secretary.
- Archivist of the Groups photographs and press articles.
- Weekly workout announcements. **AT**
- Liaison with the RDA.
- Events and projects manager.
- Liaison with local schools, The Forestry Commission, Fife Council and other local groups.
- Marketing and funding applications.
- Taking the group to full Charitable status and ensuring the group complies with its obligations under the SCIO. **FW**
- Enforcing Health and Safety. **AT**
- Insurance. **AT**
- Social convenor. Organising the Christmas lunch. **HC**

There would be a need for someone to have the overall title of Secretary.

The group would welcome volunteers to the above roles to be discussed at the next meeting.

The position would be reviewed at the AGM.

### **9. Date of First AGM as an SCIO**

The 18<sup>th</sup> October was agreed provisionally. A lot of work will need to be carried out to prepare for the meeting to comply with the rules and regulations set by the SCIO.

It was agreed to have the AGM along the same format as past years, and a guest speaker is to be identified. A possible speaker was discussed **Action: RC would make the approach.**

### **10. IFLI event 23 June 2018**

FW met with SW to discuss the above possible event. FW has been in contact with IFLI. Possible events are:-

- Training on how to graft onto a particular root stock to replace missing trees in the orchard.
- Storytellers. FW has spoken to Kate Fuller. AT emailed Lyn Strachan.
- Fix new aluminium labels to trees. Angela Waterworth has volunteered to do this.
- Valleyfield Wood walks.
- Pony rides organised by RDA. RDA looking at insurance implications.

FW to issue an email to the group to see who is available for this date as it transpired that a number of people are away. **Action FW**

**11. Woodland Workouts – scheduled activities to next meeting**

AT advised that there were 126 volunteer hours recorded since the last meeting.

The planned activities for the next five Mondays are as follows:

**7 May**

To continue with preparing the viewpoint meadow for wild flowers on the West Bing.

**14 May**

To continue with preparing the viewpoint meadow for wild flowers on the West Bing.

**21 May**

Maintenance of the Balgownie Wood's footpaths.

**28 May**

Balgownie Wood's path maintenance as directed.

**4 June**

Maintenance work on the Valleyfield Woods footpaths.

**12. Blairhall to Devilla Forest path project – update**

**FW** has spoken to Gordon Walker and the contractor is hoping to be back on site at the end of the week commencing 7 May or start of 14<sup>th</sup> May.

FW reminded the group that the Forestry Commission Permission to access the path expires on 30 June and will need to be renewed if not completed by then.

Concerns were raised by MD and RC that the path has not been laid satisfactorily and G Walker needs to review this. FW to speak to G Walker to state the landowners concerns which need to be addressed.

MD reminded the group that no approval had been given to benches being positioned on the new footpath. **Action RC** to speak to Sandy Dalgleish.

**13. Valleyfield Woodlands Orchard Garden - update**

The contractor should be on site w/c 7 May. **Action JR** has agreed to process the invoice with the IFLI.

**14. AOCB / Date of next meeting**

The papers and folders currently held in the containers will be removed and held by FW. **Action FW.**

**RC** to issue the workout email for Mondays 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup> May whilst AT is away.

RC to obtain prices for new workwear and ascertain what is required by volunteers.

**Thursday 07 June 2018** commencing 7pm at Blairhall Community Centre.

Meeting ended 8.45pm.

Minutes prepared and completed by Andrew Trumper, Assistant Secretary, West Fife Woodlands.

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