

Board Meeting

4 July 2017

6.00pm Woodend, Scarborough



RAINCLIFFE
WOOD
COMMUNITY
ENTERPRISE

MINUTES

Present:

Robert Sword (RS) - Chair, Roy Blenkin (RB), Cllr Bill Chatt (BC), Dave Evans (DE), Cllr Andrew Jenkinson (AJ), Robert Peacock (RP), James Risker (JR)

In attendance

Will Watts (WW) – Hidden Horizons Ltd, Mark Feather (MF) - Woodland Trust, Angela Doherty (AD) - Administrator and Company Secretary and Nigel Lowthrop (NL), Making Local Woodlands Work/Plunkett Foundation

Description

Action

1. Apologies

Ian Horton (IH), Stephen Parker (SP), Julie Stewart (JS), Simon Marrington (SM),

2. Declarations of Interest

WW declared an interest in the Area Opportunities Fund mentioned at Item 10. His company, Hidden Horizons, is also in contact with the funders but there is no conflict with what is proposed for RWCE.

3 Minutes of meeting on 30 May 2017

The minutes of the meeting on 30 May 2017 were **AGREED** as a true record. The minutes will now be posted on the website, excluding those items deemed to be confidential.

AD

a) Matters Arising not on the Agenda

- (i) MF confirmed that NYMNP won't cover the VAT element of the Euroforest invoice.
- (ii) Right to Roam – RS will complete the application forms and submit to NYCC.

RS

3.1 Minutes of meeting on 12 June 2017

The minutes of the meeting on 12 June 2017 were **AGREED** as a true record. The minutes are confidential and therefore will not be published on the website.

a) Matters Arising not on the Agenda

None

4. Governance

THIS ITEM IS CONFIDENTIAL TO THE BOARD.

5 Financial update

THIS ITEM IS CONFIDENTIAL TO THE BOARD.

6. Licence and lease update

RS is still waiting for Martin Pedley (MP) from Scarborough Borough Council to come back with a proposed date for a meeting. AJ and BC will chase this up with MP. The Board again stressed their concern that the lack of a lease is hampering their ability to develop.

BC/AJ

7. Woodland Management

a) Harvesting Work 2017

THIS ITEM IS CONFIDENTIAL TO THE BOARD..

b) WREN work update

This is the final year of WREN funding. Work will proceed as previously agreed. Uneconomical thinning work is scheduled to begin in August; planting work in October/November (with tree guards erected July/August); Rhododendron removal is currently out to tender with 5 contactors – the work being split into areas to provide the opportunity for each of the contactors to be engaged. Planting and removal of the Rhododendron would be more suited to volunteers. MF is to liaise with SP and DE.

**MF/SP
/DE**

c) Woodland Trust 2018

The role of the Woodland Trust moving forward will be clearer once the current Business Plan review is complete. The achievements in woodland management 2014-2017 will be presented to the Board at its next meeting

The Board **AGREED** that it is unlikely that harvesting work would be undertaken in 2018.

8. Publicity, marketing and events

Open Day.

Given the short timescale to plan and publicise it, the open event scheduled for 21 June 2017 had been postponed. WW had met with SP, and then with RS, and the following is now proposed:

- Event to run from 2pm to 6pm based at Raincliffe Gate car park with demonstrations of what has been done.
- Barrowcliff School in attendance to talk about their activities.
- Possibly involve conversation volunteers.
- Woodland Trust to provide a stand.
- Thorn Park Wood Creations to attend.
- Possibly representatives from Hill Holt youth programme.
- Two guided walks - one at 4pm and one at 6pm to be led by Mark Feather plus a couple of Board members.
- Possible dates 16 or 17 August.

The Board **AGREED** the outline proposal.

MF to confirm his availability, WW will check with SP and AD with those other members not present so that a date can be confirmed as soon as possible.

**MF/WW
/AD**

Once agreed WW/RS will take forward.

WW/RS

9. Wild about the Woods /Stronger Communities

WW had circulated his update report to the Board together with flyers detailing the large number of events planned over the summer. Additionally, there will be free drop in sessions in the woods every Thursday. Recruitment to the intern scheme is about to begin.

All the events will be publicised in the Barrowcliff Newsletter and BC can share via Big Local. All events will also be published on the website.

The Bushcraft event involves camping overnight in the forest. It was noted that there is currently a lot of wild camping in the forest which would be an issue for RWCE to deal with once it has the lease.

10 Making Local Woodlands Work (Plunkett Foundation)

a) Governance and Business Plan Review - Timescale

There had been a second Governance workshop which those who attended felt had been very productive. NL had spoken to Mark Walton (MW) following the workshop and provided an update to the Board on current thinking.

The emerging governance proposal is to have a separate trading company. There is now an urgent need to start the business but NL believes that RWCE is probably two years away from being able to set up a forestry operations business. Instead he is proposing that RWCE focus on an education enterprise instead.

The Area Opportunities Fund is targeting areas of high educational need with a total of £6million over 3 years to be allocated to innovative education projects. NL proposed that RWCE could put in a bid to this fund to develop an education based green woodland enterprise to work with schools to provide opportunities for pupils struggling in mainstream education. The schools pay on a pupil by pupil basis and pupils receive vocational skills training which could then lead to formal qualifications. If successful the money could cover the cost of at least 3 employees (one with a chainsaw qualification). This could then lead to being able to attract other funding for specific improvements (eg paths, bridges).

The Board **AGREED in principle** for NL to explore the idea of the education based enterprise with the Area Opportunities Fund.

The Board also asked that NL and MW provide them with a written revised Business Plan and presentation of the Governance and Business Plan Review and the way forward by September. The proposal to be presented either at the next Board meeting, or a separate meeting.

b) Making Local Woods Work/CWA Conference 2017

As there was no time to discuss this during the meeting AD will circulate again to the Board to ascertain if anyone would like to attend. Places are limited two delegates per group. Bursaries may be available to cover travel and accommodation.

11. Health and Safety

None

12. Any other business

None

13. Date of next meeting

Tuesday, 12 September 2017 at 6pm at Woodend

All members of the Board are bound by the principle of Collective Responsibility. This means that whilst Board members are at liberty to express their individual points of view at Board meetings, and are encouraged to engage in full and frank discussion, once a matter has been agreed, that decision is then owned by the Board. All Board members should present a united front outside of the meetings taking collective responsibility for that decision whether they personally agreed with it or not. Board members should not share with people outside of the Board the views expressed by individual Board members in discussions, or how they voted. Only the decision should be shared as recorded in the minutes.