

North Norfolk Community Woodland Trust

Pigneys board\_march 13

Minutes of Director/Trustees on Thursday 5<sup>th</sup> December 2013 at Methodist Chapel School Room, Knapton

Present

**David Gosling (DG): (Chair of Meeting): Peter Kaye (PK): B Abbs (BA): E de Feyter**

In Attendance **Bill Drayton (BD)**

**1 Minutes of Director/Trustees Meeting held on 30<sup>th</sup> September 2013**

The **Minutes** had been circulated before the meeting and were approved by all and signed by DG

**2 Apologies – None**

**Welcome-** To Bill Drayton who had been involved with Pigneys in its early days, was currently a frequent visitor to the Wood and would consider whether to put his name forward for the Board

**3 Matters Arising-**

- **NCF Grant** It has at last been possible to compile and End of Grant report for NCF who have accepted the carry over of the Heather seeding element of the Grant to 2014
- **Family Fun Day** Despite poor weather, the event had been relatively well attended, was well received and had been extremely well organised by Mark Webster of CTV. The objective had been to publicise the Wood to the surrounding population and we had received good feedback and a lot of email addresses for future PR/ Information updates
- **Tree Survey** This had been undertaken on 10/10 by Rob Yaxley (plus one) from Wild Frontier—DG was in attendance. The full report was awaited and will be checked out by BA
- **Lopping Request for 3 Birch Trees** Agreed and will be done by BA
- **Wildlife Boards for Barn** DG has discovered some tree posters acquired some years ago by M Cunnington. These and the smaller laminated posters acquired previously should now be put in place. BA/PK to plan/ implement
- **Court Recoveries re Criminal Damage at Barn** None yet notified to us. PK to ask Police for update.
- **Completion of Observation Point/ Screening** Done just in time by James Wheeler to avoid a grant disqualification by NCF re their Grant. Some additional work will be done on the site by BA/ Paston students and James Wheeler has offered his time and materials for further (small) screening on the site
- **Dogs** No real progress after the display at the Open Day. There are still a small number of out of control dogs and unaware owners

**4 Maintenance**

- **Timber- Felling- etc** BA confirmed that licences are in place for 10 cubic metres- mainly sycamore from the old wood- which he will undertake as soon as possible. Some coppicing will also be done over the winter. BA raised the possibility of having an on site charcoal burner as an attraction and a demonstration of the “green” credentials of the Wood—possibly best located in the Wetland. He also noted that the Hazel plantations would soon need harvesting –probably best done by bringing in a contractor and taking a fee
- **Grazing of Wetland** BA considered that this could be workable in the fenced off wetland area through a contract with a farmer. If it can be safely organised without risk to Pigneys, it would be a very valuable operation; not principally financial but to manage the wetland to allow the growth of the right mix of grasses etc for an area currently overrun with grasses
- **Health & Safety** BA agreed to remove the Water Traps on the Dogleg field—currently a safety hazard

**5 Finance**

- **Accounts to 31.8.13** DG reported that these had been finalised and that Sexty & Co had produced the final version. No formal external examination was need but Sexty & Co had been asked to assist with the final formats and thus to provide external assurance on the accounts. He went through various analyses of the main cost and income figures. The final accounts will now be signed off by DG & PK. There is no legal requirement to file accounts with the Charity Commission or Companies House because income was less than £20k
- **Current Year** DG noted that after a number of Grants over the last 4 plus years, the financial numbers for the immediate future would be much smaller with normal expenditure likely to continue above normal income. This was not an immediate concern but would need to be watched. The latest accounts figures showed net cash resources of around £3,000 which will erode by approximately a net £1,000 pa

**6 Longer Term**

- Agreed by all to review the way forward for the Trust at next meeting on 30<sup>th</sup> January against the background of diminishing financial resources and the ageing of and diminution in numbers of Trustees/ Active volunteers

**7 Next Meeting Thursday, January 30<sup>th</sup> at 7.00 pm at the Methodist Chapel Rooms Knapton.**