

North Norfolk Community Woodland Trust

Minutes of Board Meeting held on Monday 30th September 2013

At the Methodist Chapel School Room, Knapton

Present: David Gosling (DG) (Chair of Meeting); Peter Kaye (PK); Brian Abbs (BA):

Nick Sutherland (NS)

Apologies: Edward de Feyter (EdeF)....

1. Minutes of Board Meeting held on Held on 25th July 2013

The **Minutes** had been circulated in advance of the meeting, were agreed as a correct record and signed by DG

2. Matters Arising

2.1 Changing Spaces Grant 4:

DG reported there had been a small delay in finalisation due to a misunderstanding of the Trust's VAT status by both Contractors. They had therefore undertaken agreed additional and very useful work in September. The final report to Groundwork had now gone in and been accepted

2.2 NCF Grant BA reported that there had been a late disease issue with the Heather crop, coupled with a complete lack of communication from the supply. No heather will be available this season but we have emails from Norfolk Wildlife Trust confirming their ongoing commitment to supply next August/ September. The Reed Panels are on site and erection is expected very soon to complete this part of the Grant. DG reported that Norfolk Community Foundation are edgy about allowing such long delays and may ask us to re-apply for the heather element

2.3 Tree Survey As part of the re-scheduling of work now that the VAT situation has been clarified, Wildlife Ecology, through Rob Yaxley, have agreed to undertake a survey of all the large trees on site. This would be done on 10th October with DG present. It will principally involve a digital mapping / numbering system and a general observation of condition, with a full report. He emphasise that he is not an arboriculturalist but his report will give us very good data on all the major trees on site and a long term base plan to work from.

2.4 Celebrate Your Space Grant Noted that plans are well advance for this event on Sunday 13th October. The vast majority of the planning and delivery are in the hands of Mark Webster of CTV who is very expert on such events. Trustees and volunteers will be stewarding/ supporting and doing the advertising/ press notification for the day . The event is fully funded by the Lottery (Groundwork). We have arranged separately a shuttle minibus service from Town and the provision of hired toilets. We will ask visitors to give us their email addresses with a view to creating an online Pigneys supporters/ information group. It looks as if we will be short of volunteers but PK will ring round some contacts/ former supporters/ trustees etc

3. **Maintenance**

3.1 **Volunteers** Still no extra people coming forward on Work Saturday mornings and no responses from Community Service or UEA for work parties. It is planned to ask those coming to the Open Day for their email addresses which will then be put them onto a Message Group for reminders/ Events/ News and requests for help

3.2 **20th Anniversary** Noted that the Local Press has picked up this landmark.

3.3 **Equipment** Noted that Strimmer has been repaired/ serviced and that Alan Young has repaired the Mountfield mower for which Trustees are very grateful

3.4 **Canal Footpath** The area between the two bridges is rather overgrown. DG will take this up with the Canal Owner

3.5 **Biirch Trees** A request for lopping of three trees has been received. BA will consider

4. **Finance**

4.1 **Donations**. DG noted that in July, we had received another donation from Mr & Mrs Speechley, making a total of £170 for the year—unfortunately it has been impossible to establish their address so as to pass on our thanks

4.2 **Grant Monies**. The final Community Spaces Funding has come in and the contractors have been paid. DG has completed the end of Grant Forms which have been accepted by Groundwork

4.3 **Legacy Fund**. Trustees should consider again the spending of the Legacy Reserve of £525—As the busy grant funded times pass, it should be possible to find a worthwhile Project

4.4 **Damages Recovery through Court--** Still no receipts. PK will follow up with Court

4.5 **Gravel**. Deliveries will be made for the path up from the Barn to the old Wood and to the Orchard area of the Dog Leg field

5. **PR /Publicity**

5.1 **Barn**. It remains very difficult to locate suitable Wildlife Posters as replacement for the faded boards in the Barn. We should keep looking

5.2 **Website**. A further 3,400 hits have been recorded in the last 2 months. This is a very high number

6. **Other**

6.1 **Dogs** NS has been contacted by a lady wishing to publicise the concept of providing dog activity trails / specific Play Area/s in the Wood and educating owners and other users on the need by dogs of a positive and planned alternative to “just a walk”

6.2 **Observation Containers** PK raised the idea of small metal (two storey) containers around the Wood for Shelter/ Wildlife Observation

7. **Date of Next Meeting**

7.1 Thursday 28^h November at Knapton—starting at 7pm.

7.2 This will be preceded by a formal AGM/ Annual Accounts approval etc

Signed as agreed Date.....