

Llais y Goedwig Working Group Meeting

1st October 2009

Present: Roger Davies (RD - chair), Fay Sharpley (FS), Zena Wilmot (ZW), Deb Wozencraft (DW)

- Apologies** Jenny Wong (JW), Rodney Waterfield (RD), Jo Cooper (JC), Philip Swain (PS), Alun Lewis (AL), Steve Wigfall (SW), Dave Petty (DP)

<p>2. Approval of minutes of last meeting The minutes of last meeting of 25th August were ratified and approved.</p> <p>Note: As only two members were present at this meeting (the meeting was therefore not quorate)-any decisions made will need to be approved by the rest of the Board by e-mail</p>	<p>Action</p>
<p>3. Matters Arising</p> <p>Elwy Working Woods: RD reported that the group are interested in being involved in delivering a workshop on ‘Planting Woods for the Future’ for the 20/21st Nov. RD to contact them at end of Oct to discuss workshop in more detail.</p> <p>LLyG Web site: Agreed not to make any changes to current LLyG website until new web site is up and running. To be followed up at next meeting.</p> <p>E-Commerce site-to be discussed at next meeting/discuss at AGM workshop?</p> <p>RDP: Rural Development Plan to be discussed at next meeting (Approach Elin Jones to mention at conference?) Brief EJ for speech.</p> <p>Questionnaire to CWG: Final draft was discussed, agreed to minor changes and addition of contact details and invitation to take part in further in-depth study. To be amended/reformatted.</p> <p>Feedback from CLL Steering Group: RD & FS attended. It was agreed to send Minutes of the meeting to LLyG Board.</p> <p>Update on legal structure: Contact had been made with Wales Business Support, CLL to obtain list of options prior to next meeting, with a view to deciding best option at next Board meeting 22nd Oct, ready to present at the AGM.</p>	<p>Action</p> <p>RD</p> <p>JW</p> <p>RD/DW</p> <p>DW</p> <p>ZW/DW</p> <p>RD</p> <p>ZW</p>
<p>4. Llais y Goedwig Strategy and Business Plan</p> <p>It was agreed to revisit and decide the most effective presentation of membership/woodland figures.</p> <p>CLL to investigate possibility of producing map highlighting LLyG community woodlands (for inclusion into the Strategy)</p> <p>Send FS copy of strategy with JW notes included.</p> <p>Outcomes & Targets: FS to continue work on the strategy and the Business Plan and will send out updated version, along with SWAT and PEST analysis.</p>	<p>Action</p> <p>ZW/DW</p> <p>JC</p> <p>DW</p> <p>FS</p>

5. Autumn Events	Action
<p>a. South East networking event- Friday 9th October</p>	
<p>Fliers/posters/booking forms e.mailed/sent out. To date over 55 delegates booked on Venue, buses to woodlands, refreshments all booked. RD to introduce Event, introduce and give feedback on workshops</p>	
<p>Workshops: Outputs for each: Issues,/barriers/ resolutions/solutions,</p>	DW/ZW
<p>Vandalism: Local police sergeant involved in vandalism invited by AL. DW to chase relevant BBNP/FCW officers dealing with issue. Mount project in Pembs have dealt with issues of youths and vandalism successfully. They hope to send someone along.</p>	DW/ZW
<p>Tourism: waiting for contacts to confirm, Blaenau Gwent, Sustrans, local group contacts Community Woodlands: RD & FS to lead discussions</p>	RD/FS
<p>Contact Coed y Bobl to find out if they have a display that could be collected and taken to the event.</p>	ZW
<p>JC has sorted out logistics and will provide location/transport details and updated Agenda to delegates.</p>	JC
<p>It was agreed that the £5 per head buffet would be suitable, JC to confirm numbers with venue.</p>	JC
<p>It was agreed to print out AGM posters to advertise AGM.</p>	ZW
<p>CLL to check whether microphones required / available at the venue.</p>	JC
<p>Translation requirement to be checked.</p>	JC/DW
<p>b. Lampeter conference and AGM- Friday/ Saturday 20th/21st November</p>	
<p>Logistics Rooms and refreshments at University booked, numbers to be confirmed nearer date Room booked at Black Lion for dinner and entertainment booked. Accommodation: JC to provide list of locals providers</p>	JC
<p>Conference Elin Jones has confirmed that she will introduce the conference. Contact her following Board meeting on 22nd to discuss content of speech. Invite groups to bring display materials.</p>	DW
<p>Provide copies of strategy To source large map for AGM, for people to pinpoint their own woodlands, source from FCW?</p>	
<p>Presentations from CWG: invite Scottish example; Ebbw Fach Trail, Jenny Wong: all to be contacted.</p>	ZW/JC
<p>Need to have delegates ‘sign up’ to workshops prior to event (put on booking form)</p>	ZW/DW
<p>RD to introduce Conference and Chair the question time panel</p>	JC
<p>Workshops:</p>	

<ul style="list-style-type: none"> • Asset transfer: DTA confirmed, Big Lottery confirmed • Forest Education: Contact Bob Shaw and other Forest School practitioners • Planting woods for the future: Elwy Working Woods confirmed • Include 4th workshop on Funding for Communities Contact BWW,WCVA, Big Lottery, Funder Finder <p>Check with Barbara Anglezarke re talk, what FCW can do practically to help CWG, how FCW has changed internally, contact points</p> <p>Provide flip charts & post its for suggestions/feedback.</p> <p>JW to introduce the Strategy on Saturday am, organise people into working groups and facilitate the discussion.</p>	<p>RD</p> <p>DW</p> <p>ZW</p> <p>RD/DW</p> <p>JC/ZW</p> <p>JW</p>
<p>For the AGM:</p> <p>Nominations for the board need to go out in advance.</p> <p>Notice of the AGM to go out at least 3 weeks prior to meeting.</p> <p>Voting cards to be supplied, red for full members, yellow for Associate</p> <p>Nominees to be given name badges for identification during conference</p> <p>Agenda to be drawn up</p> <p>Voting on legal constitution needs to be undertaken</p> <p>Working Groups to be set up?</p> <p>To be done prior to event:</p> <ul style="list-style-type: none"> • circulate updated Strategy • ID badges for staff • Housekeeping information from venue • Forward PS e,mail to Board 	<p>Action</p> <p>CLL</p>
<ul style="list-style-type: none"> • 22nd October @ Owain Glyndŵr in Machynlleth • 20/21st November AGM and Conference Lampeter 	<p>All</p>