

# Llais y Goedwig Working Group Meeting

## 25<sup>th</sup> August 2009

**Present:** Roger Davies (RD - chair), Jo Cooper (JC- minutes), Katy Harris (KH), Dave Petty (DP), Fay Sharpley (FS), Philip Swain (PS), Deb Wozencraft (DW)

1. **Apologies** Jenny Wong (JW), Rodney Waterfield (RD), Zena Wilmot (ZW) and Bob Shaw (BS)

<p><b>2. Approval of minutes of last meeting</b> The minutes of last meeting of 2<sup>nd</sup> July (which was not quorate) were ratified and approved.</p>	<p><b>Action</b></p>
<p><b>3. Matters Arising</b></p> <p><i>Rowntree Foundation Funding:</i> Unfortunately the proposal for research submitted by JW was not accepted so we have been unsuccessful in obtaining this funding.</p> <p><i>Bank account:</i> Current procedure is post comes to Coed Lleol, is opened and forwarded to DP if important. We are registered for internet banking and will need a procedure on what to do once there is money in the account. Signatories are DP, RD and JW.</p> <p><i>WCVA membership:</i> We are now full members and Roger has the details.</p> <p><i>Environment Wales:</i> We are still waiting for news on whether the set-up grant application has been accepted.</p> <p><i>Elwy Working Woods-</i> KH to follow up on informing them that FCW may be looking for other Pathfinder Projects.</p> <p><i>LLlyG website-</i> Waiting on Environment Wales grant to see scale of work that could be undertaken before commissioning it. There is a choice of Jen Drage (who designed the original website) and Jenny's contact in North Wales. KH said that if Coed Lleol are to continue to be involved it would be easiest to keep one designer, if the site is being handed over completely to the board to run then it is not so important. Either option would be fine. We need to decide on the timescale. It was agreed Roger would contact Jenny for more details of her quote and decision deferred to next meeting.</p>	<p><b>Action</b></p> <p>Coed Lleol (CLI)/ DP</p> <p>RD</p> <p>KH</p> <p>KH</p> <p>RD</p>
<p><b>4. Coed Lleol Staffing Update</b></p> <p><b>Jo Cooper</b> – 3 days a week until the end of September, then 2 days a week until the end of November working on the e-bulletin, website, events (including AGM/conference) and membership recruitment.</p> <p><b>Zena Wilmot</b> – Will be back on general ongoing CLL &amp; LLlyG work again from mid-September (currently still working on apprenticeships scoping study).</p> <p><b>Katy Harris</b> – (Coordinator) Will be going on maternity leave from 17<sup>th</sup> September</p> <p><b>Deb Wozencraft-</b> (Coordinator maternity cover) 3 days a week until end of November then 2 days, focusing on funding, liaison with FCW and other agencies (including policy input), events coordination, and project/staff management.</p>	<p><b>Action</b></p>
<p><b>5. Report back on meeting with FCW</b></p> <p>RD &amp; JW had an encouraging meeting with Clive Thomas and Barbara Anglezark (BA) who indicated they may support follow-on funding for LLlyG, directly to LlyG. (CLL current funding finishes Sept 2010). Business plan / proposal to be submitted to FCW in Sept 2009 for this to happen. The FCW were interested to hear about progress made on meeting community needs, growing membership, and keen to ensure that LLlyG have a mandate to represent community woodlands across Wales.</p>	<p><b>Action</b></p>

<p>LlyG have encouragingly been pencilled in to help deliver several points on the Woodland Strategy Action Plan (co-ordinated by WSAP &amp; FCW). This is the action plan to implement the Woodlands for Wales (WfW) strategy. Links with the strategy will be important when compiling business plan. FCW think LLlyG should look at the Rural Development Plan for Wales. Involvement with this may help in approaching councils. This could include Axis 1 and 2 as well as Axis 3.</p>	
<p><b>6. Llais y Goedwig Events</b></p> <p><b>a. South East networking event- Friday 9<sup>th</sup> October</b></p> <ul style="list-style-type: none"> <li>• Following a meeting with representatives from the Ebbw Fach Trail group of community woodlands themes were agreed: broadly these were vandalism issues and tourism opportunities. Draft text for the poster was circulated and some suggestions made. We have a venue and a budget- the event will be free.</li> <li>• An email invitation will be sent to all groups we have details for in Wales and a hard copy will be sent additionally to the SE Wales groups who are not on email.</li> <li>• Blaen Bran are coming (and haven't yet met the host groups).</li> <li>• DP has contact with Moor Vale, who have worked with vandalism issues and would be good to invite.</li> <li>• Elin Jones- to be invited to both events.</li> <li>• Aimee (from Blaina Communities First) may have contacts for regional libraries where we could advertise- Jo to contact.</li> </ul> <p><b>b. Lampeter conference and AGM- Friday/ Saturday 20<sup>th</sup>/21<sup>st</sup> November</b></p> <p>We have rooms at Lampeter University booked for the Friday and Saturday daytimes (and provisionally all meals there too). The Black Lion has said we can use their (large) function room for free on the Friday evening and Smudger Smith has confirmed he can play; he has 3 bands- Jo to forward links to music samples so people can see which might be the most appropriate. Option of Friday dinner in pub rather than at university Jo to check disabled access to pub.</p> <p>To be finalised in discussion with Ebbw Fach Trail group: should we have 1 or 2 long presentations from community woodland groups, or a round of 2-3 minute ones from everyone?</p> <p>We are expecting groups to bring displays to be put up in the main room and boards should be provided by CLL / LlyG and anyone who has one.</p> <p>Costs: It was decided that subsidised places for community woodland groups (up to 2/ group) would be the best option. These would be £10 (and the same if for only one day). Costs for additional places and everyone else would be £30 for the weekend, £20 for the Friday and £15 for the Sunday. There will be 5 or 6 free places for the Longwood people who are hosting.</p> <p>Topics for workshops on Fri/Sat discussed and added to draft programme – updated version to be circulated by CLL asap. Workshops to be used in planning onward strategy and activities for LlyG.</p> <p>A list of suggested workshop leaders would be helpful- Coed Lleol to produce list.</p> <p>For the AGM: It was noted that nominations for the board need to go out in advance. It is hoped that many of the current group will stay on and there is room for new members. Discussion of LlyG strategy needs to happen in advance so there is something to present with options and/or proposals and it is expected that the workshops will bring up issues. It was agreed we need a big plenary and discussion of LlyG action plan before lunch on Saturday.</p>	<p><b>Action</b></p> <p>JC/KH</p> <p>DP</p> <p>JC</p> <p>JC/KH</p> <p>JC</p> <p>KH/JC</p>
<p><b>7. Strategy and Business Plan</b></p> <p>Katy to produce budget to give an idea of the current costs of servicing Llais y Goedwig.</p> <p>Jenny has produced a draft strategy- this needs prioritising and putting into words. There has</p>	<p><b>Action</b></p> <p>KH</p>

<p>not been any feedback from anyone not present at this meeting.  More people are needed to work on this as well as Jenny (especially as Jenny will be away for significant chunks of time over the next few months) Fay offered some help- she will contact Jenny.  Legal Structure was discussed; Fay has researched some options and will send round links on the different groups.  It was agreed that a Business Eye session would be useful to go through the different structures; CLL will try and arrange this for the meeting in October (when Jenny will be here).</p> <p>Fay and Roger will attend the next Coed Lleol steering group meeting (on 14<sup>th</sup> September), to ensure that the roles of LlyG and CLL are clearly defined and that LlyG views are represented.</p> <p>Roger to meet BA to discuss progress and state of legal issues regarding Pathfinder Projects.</p>	<p>FS and others</p> <p>FS</p> <p>JC/ZW</p> <p>FS/ RD</p> <p>RD</p>
<p><b>8. Questionnaire to CWG's and members</b>  Katy has drafted this to go to all members. There were some suggestions on amendments and additions to questions- Katy to circulate finished questionnaire to board for final comments before it goes out.  Coed Lleol will then send this to all members and potential members and follow up with phone calls (where they can be encouraged to join if they haven't already).</p>	<p>KH</p> <p>Coed Lleol</p>
<p><b>9. Communication with members</b>  It was agreed we need a procedure/ guidelines on communications with LlyG membership and roles/responsibilities.</p> <p>We agreed;</p> <ul style="list-style-type: none"> <li>• Communications and proposals going out to the membership should usually be discussed at board meeting before going out, unless it is time sensitive when the board should be informed and approve it by email/phone first (generally this should be at least 4 people, discretion is left with the Chair).</li> <li>• Regular members' updates will be sent by email after most board meetings following decision at meeting on what is needed (compiled by CLL and approved/amended by board before sending). Hard copies will be sent to those without email. This should include a small targeted number of potential members where appropriate.</li> <li>• Intermittent more personal letters from the board to whole membership will be emailed and sent by hard copy to those without email (or occasionally to everyone by hard copy when it is important), when proposed by the board. Content/format should usually be discussed at board meetings in advance.</li> <li>• A wider mailing by email / hard copy mail-outs can be sent to wider contacts list (as an advert for potential members) as and when required – this should be short &amp; succinct.</li> </ul>	
<p><b>10. Education Consultation Document from FCW</b>  The education consultation document was forwarded by email to all LlyG members and a hard copy sent to those who don't have email.  Response requested by 25<sup>th</sup> and received only from Bob Shaw. Katy to recirculate document to board with Bobs' comments and to collate response to FCW by the 4<sup>th</sup> September, including Bobs' comments and any further feedback from the board.</p>	<p>KH/ Board</p>
<p><b>11. Support for Woodland Products- Jenny's suggestion for e-commerce site</b>  Short discussion on potential role of LlyG to push this idea forwards. Conclusions: it is an important project that needs to happen and will service a proportion of the members well and provide a reason for some to get involved in LlyG. The target group is wider than LlyG membership and while it would be a very useful project, it is not a key part of LlyG core remit. It may be wider than LlyG and need to involve other organisations too. Many</p>	

<p>schemes to promote woodland products exist – need to be careful not to duplicate or repeat failures. Actions: RD and FS to contribute to discussion of similar ideas at CLL steering group meeting. Workshop at Conference/AGM to take idea further and brainstorm, CLL to ask Rodney to facilitate.</p>	
<p><b>12. Tan6 Consultation</b>  This concerns policy on building on greenbelts. It was once the same for England and Wales but is now separate so there is a consultation on if it needs revising and if an extra category needs bringing in in Wales. Information went out in the members' update and it was agreed we don't need a LlyG decision on it – members can reply individually if interested. It is a matter of interest to a number of members and a workshop on planning issues to be considered for the LlyG conference/AGM.</p>	<p>Anyone who's interested   CLL</p>
<p><b>13. AOB</b>  a. Recent Development Trust Association (DTA) conference: DP gave a brief update on this conference (focusing on the transfer of assets to the community from the local authority). DTA are keen to work with us and be more involved in woodland-related asset projects, and it was agreed they would be invited to the LlyG AGM/conference and that a conference workshop on asset transfer issues would be useful.   b. Response to Jenny's email on wood fuel producers, small producers meeting with FCW to discuss FCW Action Plan, and relations with CCW : FCW are interested to meet LlyG members about engaging with small-scale producers/enterprise, before they write their action plan. It needs to be before the 16/10/09. It was agreed Katy will contact Rodney to see if he'll co-ordinate and CLL can fund expenses for this meeting if it goes ahead.</p>	<p>CLL   KH</p>
<p><b>14. Dates of next meetings</b></p> <ul style="list-style-type: none"> <li>• <b>Thursday 1<sup>st</sup> October @ Owain Glyndŵr in Machynlleth</b></li> <li>• <b>Provisionally- Thursday 29<sup>th</sup> October @ Owain Glyndŵr in Machynlleth</b></li> </ul>	<p>All</p>