

Forth District Salmon Fishery Board

Board Meeting of the Elected Proprietors held on 17th September 2014, 12.00pm

Venue: Linlithgow Burgh Halls

MINUTES

Attendees: Fen Howieson (Chairman), Craig Gardner on behalf of Les Goodfellow (P), Mrs F Simpson (P), Tony Cameron (P), Roy Robertson (C), Scott Nisbet (C), Lisa Lawson & Kathryn Bontoft (Managed Estates)

(C – Co-optee, P – Proprietor or Rep)

Apologies: Ali Dickson, Alison Baker, Joe McGarvie, George Mackintosh and William Anderson

Absentees:

1) New Actions

Item	Context	Owner
Clerks Update	<p>Lisa Lawson gave a brief report on the issues Managed Estates had been dealing with, including an update on the current situation regarding assessments, late payment charges and general financial matters. Financial statements were produced.</p> <p>Printed report was circulated prior to the meeting.</p> <p>The late payment charges were reviewed and it was explained that Managed Estates did not think it was correct for the FDSFB to be charging “late payment fees” under the terms of the Salmon and Freshwater Fisheries (Consolidation) (Scotland) Act 2003. Managed Estates believe all that can be charged is interest on any outstanding assessments. The rate of interest to be determined by the Scottish Ministers.</p> <p>The Board agreed that Managed Estates should not chase any outstanding fees and that any fees currently held by the Board should be held in lieu of interest. Once the rate of interest is known, refunds can be made to proprietors if required.</p> <p>Fen agreed to contact the Association to ask for the relevant interest rate. The Board agreed to credit any unpaid fees that had arisen from what Managed Estates believed to be a genuine overlap in payment being received/late payment fees being issued or payments having been sent to the wrong address and not forwarded to Managed Estates in good time.</p> <p>Fen will chase Bill Cunningham for the asset register.</p> <p>Tony Cameron raised the matter of insurance requirements for boats, etc. as the future of the Board may be compromised. Scott Nisbet raised the possibility of selling off the boats. Lisa said she would find out the insurance sums insured of the boats and send to Fen.</p>	<p>Clerk</p> <p>Chairman Clerk</p> <p>Chairman</p> <p>Clerk</p>

Chairman's Update	Printed report was circulated prior to the meeting.	
Boat Storage	Further correspondence will be sent to Mike Baillie-Hamilton requesting a formal lease for the boat storage at Cambusmore Estate.	Chairman
Catch Returns	Consideration was given to improving the reporting and collating of Catch Data across the District. Fiona Simpson felt that the figures should be collected by the Board and forwarded to the Trust for collation. Tony Cameron raised his concerns about passing on information to third parties in relation to Data Protection. Fen will speak to the Trust to see if they would be willing to collate the figures.	Chairman
5a) Seal Scarers	Printed report was circulated prior to the meeting. Seal Scarers were discussed and it was agreed that this will not be progressed due to the expense and lack of scientific evidence to support it. Fen will write to Tom Monaghan to advise.	Chairman
5b) FINNS Request	The letter was circulated prior to the meeting. This was discussed by the Board. The Board agreed to this in principle but confirmation/sight of the contracts between Leader, the Trust and contractors was required. Fen will request this confirmation from Alison and will circulate to Fiona Simpson and Les Goodfellow. Fen, Fiona and Les will then make the final decision on behalf of the Board.	Chairman Chairman Fiona, Les
c) RFFT – FDSFB Outcomes	Printed report was circulated prior to the meeting. No action required.	
d) Draft Bailiffing Strategy	Printed report was circulated prior to the meeting. No action required.	
e) Helen Bilsby Audit Report	Printed report was circulated prior to the meeting. No action required.	
Bailiff's Update	Fen currently has a 2 nd draft Bailiff Strategy – the final draft will be issued prior to the next Board Meeting.	Chairman
Management Plan	It was noted that Jo has missed two deadlines for the Management Plan. Fen will take this up with Dennis. Tony Cameron asked about the possibility of resurrecting a Teith Management Committee. Fen thought this was possible but was a Trust matter. Tony would like to see this actioned. Fen will write to Dennis to ensure that the Trust consult with all landowners and anglers prior to producing the Management Plan.	Chairman Chairman

Governance	<p>a) The Register of Members' Interests was not available at the meeting for signature. It will be circulated to all Board Members shortly after the meeting. The Clerk will then update and circulate a final version.</p> <p>b) The Code of Good Practice was not available at the meeting for signature. It will be circulated to all Board Members shortly after the meeting. The Clerk will then update and circulate a final version.</p> <p>c) The register of complaints was circulated prior to the meeting.</p> <p>d) Fen will publish the Stocking Advisory Note to the website.</p>	<p>Clerk</p> <p>Clerk</p> <p>Chairman</p>
Financial Update	Printed report was circulated prior to the meeting. This was discussed and no action is required.	Clerk
AOCB	<p>The possibility of employing a part time Clerk was discussed.</p> <p>Lisa Lawson suggested that Managed Estates takes on more of the administration type roles to take some of the pressure off Fen. The Board agreed to this and also to an increase in the Managed Estates fees.</p> <p>Fen asked Craig Gardner to discuss resourcing with Les Goodfellow.</p> <p>The Board agreed for Fen to create email addresses for the four co-optees so that they can liaise direct with anglers who have concerns and to enable those concerns to be raised at future meetings.</p> <p>Roy Robertson asked the question of re-evaluation of assessments being carried out before 2017. Fen advised that the date is set by the Government.</p> <p>Roy Robertson (on behalf of the Allan Anglers Association) raised their concerns about Ashfield. Fen advised that this is a SEPA issue. The possibility of electrofishing was discussed.</p>	Chairman
Date of Next Meeting	<p>The next meeting is set for Wednesday 26th November. Venue to be confirmed.</p> <p>4.00pm Board Meeting</p> <p>7.00pm Annual Proprietors Meeting</p> <p>8.00pm Public Meeting</p> <p>Dates for 2015 to be set at the meeting on 26th November.</p>	

2) Open Actions

Item	Context	Owner
2 – Minutes of Last Meeting	The minutes of the meeting of 25 th June were considered.	
Financial Update	Budgets/actual cashflows were not produced. Fen will email the current budget spread sheet to Managed Estates.	Chairman
Bailiffs Update	Fen will circulate an updated version following the meeting.	Chairman
Donation to RFFT	Fen will contact RFFT to ask for an update as per Les Goodfellow's request at the previous Board Meeting.	Chairman
7c)	<p>Tony Cameron raised the point of statutory bodies/clubs being made aware of/invited to all future meetings – specifically SEPA. It was agreed that while clubs should be made aware of and invited to attend all future meetings, specific statutory bodies should be requested to attend any meetings with agenda items relevant to that specific statutory body.</p> <p>The possibility of having someone from the FDSFB attend the Forth Action Plan Group meeting was also discussed. Alison Baker attends the meeting on behalf of RFFT and so FH will write to her to see if you can also attend on behalf of FDSFB.</p>	<p>Chairman and Clerk</p> <p>Chairman</p>

3) Closed Actions

Item	Context	Owner
Governance	The Board is now registered for Data Protection.	