

**Sub Group of Duchess Wood Local Nature Reserve Meeting
12 November 2014
Kirkmichael Centre
10.00am**

Present	Eileen Kay Veronique Cassels Charlie Cairns Alastair MacBeth	Argyll & Bute Council Lomond School Lower Clyde Greenspace Friends of Duchess Wood	
Apologies	Stewart Campbell Gemma Peace(will not attend further meetings) as Lomond School will be represented by Veronique Cassels	Friends of Duchess Wood	
Items from previous meeting	<p>Liaison roll with Primary Schools: Eileen Kay will be the liaison link for the Helensburgh and Lomond Schools to help promote the Duchess Wood and the activities which are offered by the FODW.</p> <p>Distinction between sub group and all school meeting: Discussion took place regarding the role of the sub group. It was agreed to bring this to the meeting on the 18th November 2014 to clarify with the chair the role and duration of the sub group.</p> <p>Purpose of local Nature Reserve: Alastair wanted to clarify the purpose of the nature reserve and to minute that importance of the work carried out in the wood which is biodiversity, education and research and tranquil recreation. Alastair also wished to clarify the FODW would continue with its existing educational work.</p>		
Actions from Minutes	<p>AMacB Made contact with David Robertson of the Forestry Commission and spoke with him regarding the Educational Resource and who would now be the contact person who could assist with the update of the Education Resource. It was left that if the subgroup needed assistance then David would give the contact person. It was decided that if would be appropriate to speak with the representative from the Forestry Commission and Alastair was tasked with doing this.</p>		AMacB
	<p>Gemma contacted Mrs Hughes from Rhu Primary who was on the initially development group for the resource. Mrs Hughes informed her that the task had taken 18months to complete and had been funded through the Forestry Commission and Lower Clyde Green Space It was also highlighted that there was no measure of how well the resource had been used by schools .Mrs Hughes indicated that with the Curriculum for Excellence now being the driver in schools that the resource in its format is now outdated.</p> <p>As a result of these findings Alastair asked the group if it would be correct for the FODW to take down the related Marker Posts as they were not in the best of condition. The group agreed that this was acceptable.</p>		
	Eileen- checked the electronic copy of the Educational Resource and found that it was exactly the same document that Alastair had brought in a paper format.		
	Veronique – had viewed Riding Sawmill Video and in principle there was nothing wrong with it. However in its current video format not many schools would be able to access it. There may have been changes since the video was made and Veronique was asked to enquire from the		VC

	Sawmill if the content was still relevant.	
	Eileen had e-mailed Gemma and Veronique the photos that Alastair had sent reference the school children's visit to Duchess Wood.	
Further Discussion Points	<p>EK/CC/VC had brought some possible website links which could be used by schools to access resources and give ideas of awards which young people could undertake if they carried out activities in the wood. This is an option which could be considered rather than the Education Resource pack which is in place at the moment.</p> <p>Alastair indicated that the DOE was not on the web links and also that there appeared be a gap regarding how the secondary school would be made aware of the opportunities available through using the wood.</p> <p>Eileen indicated that the list was not exhaustive and that if this was the route that would be used to promote the educational resources for the wood that all links would have to be investigated and Charlie suggested that a member of the FODW could highlight areas where specific projects could be carried out and this could be given with the link and brief overview of what each link was.</p> <p>As a result of the discussion EK will ensure the Bill Campbell Youth Service Worker for Hermitage Academy is made aware of the resources and opportunities which are available to young people through activities in the wood. EK will also highlight the wood to Nona Thomas (DOE) Co-ordinator for Argyll and Bute.</p> <p>CC agreed to take all of the links suggested and to divide them into appropriate sections e.g. awards, good practice examples.</p>	EK CC
Promotion of Duchess Wood	It was noted that in reality Duchess Wood needs to be promoted to schools and schools should be made of the wood as a resource to which could support them to allow young people to access accredited awards and outdoor learning opportunities.	
Local schools Use of Duchess Wood	<p>The sub group believe that a member of staff from one of the local Primary school should be asked to part of the group to support the group to ensure that if they did take of option of the on line link resources,it would be tailored to the needs of the schools and fit in with the Curriculum for Excellence.</p> <p>Eileen to investigate the possibility of an education representative joining the group.</p> <p>Eileen had spoken to some schools regarding their use of Duchess Wood</p> <ul style="list-style-type: none"> • Kilcreggan- never used the woods- transport costs would be a barrier • Garelochhead-have used the wood in 2003/2005 as part of a project-costs were covered by a grant- transport costs would be a barrier at this time • Rhu- have used the wood recently Mr Dickie has been to the wood twice in recent times • Luss- have never used the wood because they have their own wood behind the school-if they were to use Duchess Wood-transport costs would be a barrier. 	EK
Insurance/risk Assessments	Alastair highlighted the amount of paper work that was needed for commercial use of the wood and wondered how the schools deal	

	with this. Veronique gave an overview of the risk assessments that schools have to carry out before using a place such as Duchess Wood. VC will e-mail the members of the group out a copy of CFE Outdoor Learning risk assessment.	
Agenda	It was agreed that EK would e-mail the sub group members a week before the next meeting to ask for agenda items	EK
Date of next meeting	Wednesday 21 st January 2015 10.00am Kirkmichael Centre	