

## **DUCHESS WOOD LOCAL NATURE RESERVE COMMITTEE**

15 August 2017

### **NOTICE OF MEETING**

A meeting of the **DUCHESS WOOD LOCAL NATURE RESERVE COMMITTEE** will be held in the **LOMOND SCHOOL, STAFFORD STREET, HELENSBURGH** on **TUESDAY, 22 AUGUST 2017** at **10:00 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director of Customer Services

### **BUSINESS**

**1. APOLOGIES**

**2. MINUTE (Pages 1 - 4)**

The Minute of the previous Duchess Wood Committee meeting held on 22 February 2017.

**3. FRIENDS OF DUCHESS WOOD REPORT**

Report by Friends of Duchess Wood

**4. ENGAGEMENT WITH SCHOOLS AND COMMUNITY**

(a) Branching Out

Update by Sara McLean, Organiser Branching Out.

(b) Dog Event - 2017

**5. DUCHESS WOOD WIAT APPLICATION (Pages 5 - 8)**

Report by Mhairi Gardner, Lorna Pearce

**6. ARGYLL AND BUTE COUNCIL MAINTENANCE UPDATE (Pages 9 - 10)**

Report by Amenity Performance Manager

**7. ANY OTHER COMPETENT BUSINESS**

**8. DATE OF NEXT MEETING**

Tuesday 21<sup>st</sup> November 2017 at 10am in the Helensburgh and Lomond Civic Centre

# **DUCHESS WOOD LOCAL NATURE RESERVE COMMITTEE**

Councillor Lorna Douglas (Chair)

Contact: Shona Barton, Area Committee Manager - 01436657605

**MINUTES of MEETING of DUCHESS WOOD LOCAL NATURE RESERVE COMMITTEE held  
in the LOMOND SCHOOL, STAFFORD STREET, HELENSBURGH  
on WEDNESDAY, 22 FEBRUARY 2017**

**Present:**

(Chair)  
Councillor Aileen Morton

**Attending:**

Charlie Cairns – Lower Clyde Green Space  
Johanna Urquhart – Principal, Lomond School  
Alastair Macbeth – Secretary, Friends of Duchess Wood  
David Lewin – Trustee, Friends of Duchess Wood  
Iain Wilkinson, Luss Estates  
Shona Barton – Area Committee Manager, Argyll and Bute Council  
Mhairi Gardiner, Development Officer, Argyll and Bute Council  
Stuart McCracken, Amenity Performance Manager, Argyll and Bute Council  
Ailsa Cunningham, Technical Officer, Argyll and Bute Council

**APOLOGIES**

The Chair welcomed everyone to the meeting and introductions were made around the table.

Apologies for absence were intimated from:-

Stewart Campbell  
Morevain Martin  
Sara McLean

**2. MINUTE**

The Minute of the previous meeting which was held on 22 November 2016 was approved as a true record.

**FRIENDS OF DUCHESS WOOD REPORTS**

It was highlighted that FODW were engaged in discussion with Alison Rutherford, a botanist specialist who had advocated the use of Scottish wild flower seeds for planting.

The Chair advised that she had spoken with the Provost highlighting that FODW were planning to mark the 10<sup>th</sup> anniversary of their inaugural meeting. The Provost had agreed in principle to provide support; however, formal approval of funding from the Provost Fund would need to come from the new Provost after the Local Elections in May.

## **Decision**

The Committee agreed:-

1. To note the report; and
2. That an on-site meeting would be arranged between Argyll and Bute Council engineers, representative from Luss Estates and maintenance representative from Lomond School to determine the short-term safety issues regarding the bridge; and
3. That a report which outlined the long-term remedial action for the bridge would come to the May meeting of the Duchess Wood Committee.
4. That Theresa McLetchie would forward on an application for the Provost Fund to Stewart Campbell.

(Reference: Friends of Duchess Wood (FODW) by Stewart Campbell, Chair FODW, dated February 2017).

## **4. ENGAGEMENT WITH SCHOOLS AND COMMUNITY**

### **(a) Branching Out Proposal**

The Chair advised the Committee that the Friends of Duchess Wood (FODW) had been approached by Sara MacLean, organiser of 'Branching Out' enquiring on the feasibility of running various activities in the Wood.

Branching Out were sponsored by the Forestry Commission and it was highlighted that similar activities were being undertaken in other parts of Argyll and Bute.

### **Decision**

The Committee agreed:-

1. To support the application in principle; and
2. That the Chair would write to Sara McLean highlighting that FODW were opposed to any fires/open camp fire cooking within Duchess Wood.

### **(b) Dog Event - 2017**

The Committee discussed the possibility of holding another Dog event in Duchess Wood.

### **Decision:**

The Committee agreed:-

1. To re-run the Dog Event in September 2017; and
2. That the sub-group would schedule a planning meeting to formalise timings and other issues.

## **5. LOWER CLYDE GREENSPACE**

The Committee gave consideration to a report which provided an update on The working relationship between Argyll and Bute Council and Lower Clyde Greenspace in respect to Duchess Wood.

### **Decision**

The Committee agreed to note the report.

(Ref: Report by Executive Director of Development and Infrastructure, dated 22 February 2017, submitted).

## **WIAT FUNDING APPLICATION - UPDATE**

Charlie Cairns updated the Committee on the progress of the Woodlands In and Around Towns (WIAT) application. He advised that the draft was at the first stage and would be given further consideration at the WIAT sub-group meeting on 13 March. After the draft had been agreed, it would be forwarded to the Forestry Commission by the end of March 2017.

### **Decision**

The Committee agreed:-

1. To note the progress of the WIAT application; and
2. That the sub-group would meet to formalise the WIAT application on 13 March with Mhairi Gardiner in attendance; and
3. That the WIAT application would be submitted to the Forestry Commission by the end of March 2017; and
4. That Iain Wilkinson, Luss Estates would provide a letter of comfort to accompany the WIAT application to the Forestry Commission..

## **ARGYLL AND BUTE COUNCIL MAINTENANCE UPDATE**

The Committee gave consideration to a report from the Amenity Performance Manager.

The Committee agreed to note the report.

(Reference :Report by Amenity Performance Manager dated 22 February 2017, tabled).

## **ANY OTHER COMPETENT BUSINESS**

The Chair opened the meeting for Any Other Business and the following issues were raised:-

### **Community Pay Back and Argyll and the Isles Coast and Countryside Trust (ACT).**

David Lewin enquired if there had been any changes to the existing arrangement with the Community Pay Back Team and Argyll and the Isles Coast and Countryside Trust

(ACT).

The Chair agreed to take these issues away and would provide an update to FODW.

### **DATE OF NEXT MEETING**

The date of the next Duchess Wood Local Nature Reserve Committee meeting was agreed for Tuesday, 16 May 2017 in the Seabank Room, Helensburgh and Lomond Civic Centre.

The Area Committee Manager drew attention to the Governance issue regarding the appointment of the Chair of the Duchess Wood Local Nature Reserve Committee. She confirmed that this would not be agreed until the Helensburgh and Lomond Area Committee scheduled to be held in June 2017.

### **Decision:**

The Committee agreed:-

1. To proceed with the Duchess Wood Local Nature Reserve Committee meeting on 16 May 2017; and
2. That another member of the Committee would chair the meeting.

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**ARGYLL AND BUTE COUNCIL**

**Duchess Wood Local Nature Reserve  
Committee**

**DEVELOPMENT AND  
INFRASTRUCTURE SERVICES**

**22<sup>nd</sup> August 2017**

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**Duchess Wood WIAT Application**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to provide an update on the application to the Forestry Commission Woods In and Around Town Urban Woodland Management Plan fund.
- 1.2 The application was submitted on 31-May-2017 and approved on 6-July-2017. The funding contract is currently being processed.

**2.0 RECOMMENDATIONS**

- 2.1 Members are invited to note the contents of this report.

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**ARGYLL AND BUTE COUNCIL**

**Duchess Wood Local Nature Reserve  
Committee**

**DEVELOPMENT AND  
INFRASTRUCTURE SERVICES**

**22<sup>nd</sup> August 2017**

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**Duchess Wood WIAT Application**

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**3.0 INTRODUCTION**

3.1 The purpose of this report is to provide an update on the application to the Forestry Commission Woods In and Around Town Urban Woodland Management Plan fund.

**4.0 RECOMMENDATIONS**

4.1 Members are invited to note the contents of this report.

**5.0 DETAIL**

5.1 An application was submitted to the Forestry Commission 'Woods In and Around Town Urban Woodland Management' fund on 31-May-2017.

5.2 This fund provides support for the creation of a Woods In and Around Towns – Urban Woodland Management Plan which sets out the management and public access objectives for a particular woodland. This is a standard cost capital grant that is paid once when the completed plan is approved.

5.3 Notification of approval of this application was issued on 6-July-2017.

5.4 The next stage in the approval process is to be issued with a Forestry Grant Scheme Contract for signature. This will confirm the value of and release the grant payment.

5.5 Following the completion of the Forestry Grant Scheme Contract, applications can be considered to the Woodland Improvement Grant – Woods In and Around Towns fund.

**6.0 CONCLUSION**

6.1 The application to the Forestry Commission 'Woods In and Around Town Urban



Woodland Management' fund was approved on 6-July-2017. The Forestry Grant Scheme Contract is in the process of being issued to confirm the value of and release the grant payment.

**7.0 IMPLICATIONS**

- |     |                  |   |
|-----|------------------|---|
| 7.1 | Policy           | Duchess Wood is designated as a Local Nature Reserve. |
| 7.2 | Financial        | None  |
| 7.3 | Legal            | None  |
| 7.4 | HR               | None  |
| 7.5 | Equalities       | No equal opportunities implications.                  |
| 7.6 | Risk             | None at present.                                      |
| 7.7 | Customer Service | Working with local people.                            |

**Pippa Milne Executive Director of Development and Infrastructure  
Policy Lead, Sustainable Economic Growth, Councillor Aileen Morton**

**July 2017**

**For further information contact:** Mhairi Gardiner, Development Officer,  
Transformation Projects & Regeneration Team Tel: 01436 658 817

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**ARGYLL AND BUTE COUNCIL****Duchess Wood Committee****DEVELOPMENT AND  
INFRASTRUCTURE SERVICES****22nd August 2017**

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**Routine Maintenance**

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**1.0 SUMMARY**

- 1.1 The tree pruning at Rhu Road Higher, the works will be carried out over coming winter.
- 1.2 Litter bins have been getting emptied as normal over the last period. Knotweed, first treatment was carried out end May the second treatment will be carried out in start September.
- 1.3 The tree work at Strathclyde garages has been completed.
- 1.4 Bridge repair meeting took place on 17<sup>th</sup> August 2017 verbal report will be given at the committee meeting.

**2.0 RECOMMENDATIONS**

- 2.1 Strathclyde Court Garages, works were completed in March.
- 2.2 Trees at Rhu Road Higher, this work has had to be carried over into this winter as the lighting tower was not available.
- 2.3 Strathclyde Court has requested that the overhanging trees down the Duchess Woods boundary are pruned back. This will be carried out this winter.

**3.0 DETAILS**

- 3.1 Litter Bins were emptied as normal over the summer period and will continue to be emptied over the next three months.
- 3.2 Knotweed should be treated for the second time this year over next two weeks. Areas include Car Park area, entrance at Rhu Road Higher, rear Duchess Park and top of playing field.
- 3.3 Bridge repair will require site meeting with Luss Estates as to how repair goes forward. As a safety issue there may be a requirement to close the bridge of too vehicle traffic until repair has been carried out as per report from bridge engineer.

**4.0 CONCLUSION**

- 4.1 General maintenance has been completed on target.
- 4.2 Bridge work require site meeting will be carried out prior to committee meeting.

**5.0 IMPLICATIONS**

- 5.1 Policy – None
- 5.2 Financial – None
- 5.3 Legal – None
- 5.4 HR – None
- 5.5 Equalities – None
- 5.6 Risk – There is still a Health and Safety issue with regards trees at Strathclyde Court Garages. The bridge may have to be restricted to vehicle traffic on safety grounds.
- 5.7 Customer Services –None

**Executive Director of Development and Infrastructure**  
**Policy Lead** Councillor Roderick McCuish

**For further information contact:** Stuart McCracken, Performance Manager, North Argyll  
01631 569184