

HEN Minutes
15th January 2009
Glachbeg

Present: Marion, Morag, Suzann, Ailsa, Sheila, Orrin, Bob, Ewan, Wendy, Anne, Toni, Susan, Carole

Apologies: Duncan, Jenny

• Minutes of previous meeting	ACTION
The previous minutes were accepted.	
• Introductions	
Marion introduced Carole Lloyd, who will be assisting with the administration for the Conference. Marion introduced Ewan Mackinnon from Changeworks, whose organisation is interested in undertaking 2 workshops for the conference.	
• Conference 2009	

The date of the conference confirmed as Saturday 21 st March 2009.	
<u>Discussion and update on pre-Conference activities:</u>	
11 workshops confirmed , Carole now has 10 workshop details and can follow-up leaders as required. Still awaiting full details from Howie Firth, Bob to follow up. List and brief descriptors for inclusion in Newsletter were circulated.	Bob
Ewan agreed for 2 workshops to be undertaken by Changeworks , covering Energy Saving and Sustainable Transport. Carole will forward application form to Ewan to complete. Ewan to provide small paragraph for insertion in Newsletter. Ewan may be able to bring along the driving simulator on the 21 st —will keep Carole updated on this.	Carole/ Ewan
It was noted that HC has new travel Co-ordinator with green remit— Melina ? McDonald – and the possibility of holding a joint workshop HC/Changeworks may be considered. Ewan to contact Meelina to discuss.	Ewan Carole
Final number for workshops now 13! -Carole will collate and confirm with Leaders , and inform that they are expected to supply own display boards.	Toni
Toni introduced proposal from Heartstone to have a photography exhibition , storytelling and a short play—the latter 2 possibly over lunchtime. Heartstone would expect some remuneration. Suitability for children, appropriateness over lunchtime, and funding were discussed. Generally felt that SNH are main funders for Heartstone, and as their presence at SNH alone would benefit them, their exhibition should be free— Toni to follow-up and clarify their input / requirements. Agreed to offer £50 + travel for performance.	Marion Susan
Marion will contact Torr at Co-operative re bringing along the smoothie maker .	Marion
Susan will contact James Curran to confirm as Keynote Speaker. Susan to discuss his expected expenses re accommodation— agreed to pay full travel expenses.	Toni
Marion confirmed following funds towards Conference as, £1000 from Highland Council, £2000 via Challenge Fund	Ailsa
Agreed that the Conference fee should remain same : £10 adult; £15 /organisation giving 2 places. Carole will keep any cheques and pass to Bob at Conference.	Toni/ Wendy
Draft programme for conference was circulated. Title finalised as : 'Climate change- community action'. Toni to update.	Carole/ Marion

<ul style="list-style-type: none"> • Development of HEN Project Officer 	
<p><u>Funding</u> LEADER programme – but the launch is delayed. Also has to be matched with public funds.</p> <p>Esmee fairburn – unsuccessful.</p> <p>Had hoped to fund a 2 year-p/t post . Looking for £20k. Current status is that the database is underway which should improve admin, this post would be required to further update systems and undertake networking and marketing/awareness raising on behalf of HEN</p> <p>HC has now signed the climate change declaration, and are looking strategically at how to support community groups. Ailsa and Marion to meet to discuss possible funding streams that might support HEN.</p>	<p>Marion / Ailsa</p>
<ul style="list-style-type: none"> • Treasurers Report 	
<p>Bob reported that HEN has current balance of £5476.</p> <p>Funds to be received from Highland Council :- £1000 towards conference. HEN to invoice HC, send invoice to Ailsa.</p> <p>John Abatex (Dingwall) fee will be due following completion of database.</p> <p>Bob will update at next meeting.</p>	<p>Marion/ Bob ?</p>
<ul style="list-style-type: none"> • Newsletter / database update 	

<p>Toni circulated the draft programme – will amend as discussed, and e-mail to Marion for proof reading</p> <p>The Conference and AGM information is going out with Newsletter, and the date for mailing decided as <u>1st February</u>. Therefore, ideally :-</p> <ul style="list-style-type: none"> ➔ Pdf of all docs must go to Ailsa asap ➔ HC to photocopy by 23rd January ➔ Mailing lists to appropriate individuals asap ➔ Postal packs to be collected by Carole from HC by 23rd January ➔ Returned to HC for mailing out 1st Feb <p>Sheila updated group on database. John Abatex in Dingwall currently clearing e-mail and setting up file-maker database to facilitate Newsletter/member mailing and printing of labels. Suggestion for new e-mail address on HEN website agreed as HEN@highlandenvironment.org.uk. Sheila will notify JA and this should be active within 3 days. Sheila to liaise with John re status of database . JA fee will be paid once Newsletter has successfully been mailed.</p> <p>Sheila will ensure that mailing list reaches appropriate parties before 1st February- postal list to Carole asap.</p> <p>HC can distribute to all members,—suggested e-mailing directly to all schools, community councils and libraries. Decide that these latter groups should also have paper copy until all teachers are on mailing list, and for display on Notice boards.</p> <p>Morag to ask the NEL (Northern Educators Link) if they would like to edit the summer Newsletter.</p>	<p>Toni/ Marion</p> <p>Toni Ailsa /HC Sheila Carole Carole/ Ailsa</p> <p>Sheila</p> <p>Bob</p> <p>Sheila</p> <p>Morag</p>
<p>• HEN Training Programme</p>	
<p>Members attending FEVA meeting on 22nd January at BTCV offices Munloch.</p> <p>CNPA are keen to fund 3 courses in the area through their own land-based training unit. TC awaiting confirmation – must tie in with CNPA/John Muir Trust aims. ??</p> <p>Bob is proposing to run 2 courses with Gordon McLennan in April . Bob to forward proposal to group for review as to whether it should be HEN or Glachbeg. It was noted that, if under HEN umbrella, should there be empty spaces on each course, HEN would have to make up the deficit in funds.</p>	<p>Toni/?</p> <p>Bob/All</p>

<ul style="list-style-type: none"> SDE meeting 	
<p>Toni representing HEN at this meeting.</p> <p>Ailsa commented that HC currently undertaking mapping exercise around area of eco-schools to determine what exactly is happening at ground level. Mapping forms have been sent to HEN individuals and Ailsa requested completed forms be returned to her asap.</p> <p>Attention was drawn to SDE website – subscription is free and it provides a worthwhile source of info on jobs, courses and links.</p>	HEN
<ul style="list-style-type: none"> Any other business 	
<p><u>Meeting of Green Party and Friends of Earth: Spectrum 7/2/09</u></p> <p>Carin Schwartz has been asked to talk about Transition towns –and HEN had been approached to co-sponsor the meeting. Decided that this involved a presence at the meeting, and logo on the posters. Toni / Wendy (?) to attend. Wendy hoped outcome would be to stimulate initiatives in other areas, in particular The Black Isle. This would fit in with local councillor’s aim to see this area as a transition town. Invite and information has gone out in Newsletter</p> <p><u>Update on HC Activities--Ailsa</u></p> <p>HC started looking into emissions in 2005 as one of first local authorities, and are reviewing their carbon footprint under their Carbon Management Plus initiative. This aims to review previous data, reset targets and provide benchmarking for other local authorities.</p> <p>Currently consulting with the wider Highland community to scope and reduce in areas :eg. energy saving, transport, water, waste , lighting. All documented on HC website under Climate Change.</p> <p>Findings should be complete by the end of March 2009, and should provide firm guidance for others to use, and a consistent methodology—much needed by groups attempting to access funds, through tracking their carbon footprint.</p>	<p>Toni/ Wendy</p> <p>Sheila All</p> <p>Toni</p> <p>Toni</p>
<ul style="list-style-type: none"> Date of next meeting(s) 	
<p>Dates as before, venue TBC</p> <ul style="list-style-type: none"> 16th April 25th June 24th September 12th November 	

