

# National Park Authority Board Meeting



**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

Present: James Stuart (Convener) William Nisbet (WN) (Depute Convener)  
Martin Earl (ME) Dr Heather Reid (HR)  
Graham Lambie (GL) Professor Christopher Spray (CS)  
Ronnie Erskine (RE) Dr Sarah Drummond (SD)  
David McCowan (DMcC) Billy Ronald (BR)  
Ellen Morton (EM) Claire Chapman (CC)  
Danny Gibson (DG) – part Observing: Mark Borthwick (MB)

In Attendance: National Park Authority Staff:  
Gordon Watson (GW), Chief Executive Officer  
Stuart Mearns (SM), Director of Rural Development & Planning  
Simon Jones (SJ), Director of Conservation and Visitor Operations  
Anna MacLean (AM), Head of Communications  
Pete Wightman (PW), Director of Corporate Services  
Sharon McIntyre (SMcI), Committee Clerk  
Margaret Gallacher (MG), Clerk  
Simon Franks (SF), Trees and Woodland Adviser – agenda item 5  
Charlotte Wallace (CW), Volunteering, Engagement & Programme Manager – agenda item 6  
Kenny Auld, Recreation, Access and Health Manager – agenda item 8  
Eilidh McKerry (EMcK), Financial & Performance Manager – agenda items 9, 10 and 11

National Park Authority Youth Committee:

Aidan Cronin (AC) – agenda item 6  
Catriona Manders (CM) – agenda item 6  
Nicole Anderson (NA) – agenda item 6  
Steven Kent (SK) – agenda item 6  
Oscar Wingate (OW) – agenda item 6

Guests

Jo O'Hara, Chief Executive Officer, Scottish Forestry – agenda item 5  
Tom Davies, Senior Operations Manager, Scottish Forestry, Perth and Argyll Conservancy – agenda item 5

Apologies: Bob Darracott (BD)  
Murray Lyle (ML)  
Diane Docherty (DD)

Item	Action	Action by
1	<b>Welcome and Apologies</b>  The Convener opened the meeting by welcoming all attendees. The	

# National Park Authority Board Meeting

**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

Item	Action	Action by
	<p>Convener welcomed members of the public and confirmed the protocols of holding a Board meeting in public.</p> <p>The Convener introduced himself, the Depute Convener and the CEO.</p> <p>The Convener advised that apologies had been received from Bob Darracott, Murray Lyle and Diane Docherty.</p> <p>The Convener welcomed Pete Wightman who has recently joined the Park Authority as Director of Corporate Services and Mark Borthwick, who is shadowing the Board as part of an Inclusion Scotland Board shadowing initiative.</p> <p>The Convener advised that members of our Youth Committee will be in attendance for agenda item 6 for their #iwill pledge paper and Jo O'Hara, CEO, Scottish Forestry and Tom Davies, Senior Operations Manager, Scottish Forestry, Perth and Argyll Conservancy for agenda item 5, for our Trees and Woodlands Strategy.</p>	
2	<p><b>Declarations of Interest</b></p> <p>The Convener advised as a Non-executive Advisor for Scottish Forestry appointed by Scottish Ministers, while he does have a registerable interest through his role with Scottish Forestry, this does not translate into having a declarable interest with regard to agenda item 5, Trees and Woodlands Strategy. He advised that this is due to his role being entirely advisory, and that he is not involved in operational matters and has had no involvement with Scottish Forestry regarding this strategy.</p> <p>DMcC advised of his interest in agenda items 12 and 13 as Chair/Director at Luss &amp; Arden Community Development Trust. This is with regard to Category 7 of the Code of Conduct: Non-Financial Interests.</p>	
3	<p><b>Minutes of Meeting held on 17<sup>th</sup> June 2019</b></p> <p>The minutes were proposed by BR and seconded by GL.</p> <p>SM provided an updated on the West Riverside planning application, advising that the application was withdrawn on 17<sup>th</sup> September, a week prior to the pre-determination hearing and meeting.</p>	

# National Park Authority Board Meeting

**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

Item	Action	Action by
4	<p><b>Matters Arising</b></p> <p>GW introduced the matters arising.</p> <p>Item 16.2 on climate change – GW reported we were pleased with the results of the climate change campaign during climate change week. A paper will be presented at the December Board meeting regarding the climate emergency response from the National Park.</p> <p><b>DECISION:</b> Members agreed to note the report.</p> <p>The Convener proposed taking agenda item 6 before agenda item 5, until Jo O’Hara, Chief Executive Officer, Scottish Forestry arrived. Members were in agreement.</p>	
6.	<p><b>Youth Committee</b></p> <p>CW, AC, CM, NA, SK, OW introduced the Youth Committee #iwill pledge paper. Members asked questions of the Youth Committee.</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>- Approve the Loch Lomond &amp; The Trossachs National Park pledge for the #iwill campaign.</li> <li>- Approve a collaborative approach to work with the Youth Committee to launch our pledge in #iwill Week 2019, from the 18<sup>th</sup> – 22<sup>nd</sup> November.</li> </ul> <p><i>DG joined the meeting.</i></p> <p>Members also noted how pleased they were to see the Youth Committee raising items with and contributing to the main Board and encouraged them to continue doing so.</p>	
5.	<p><b>National Park Authority Trees &amp; Woodland Strategy</b></p> <p>CS and SJ introduced the Trees &amp; Woodland Strategy. Jo O’Hara from Scottish Forestry provided an overview of the national context. Discussion from members followed.</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>(i) Note the Consultation Report and progress update;</li> </ul>	

# National Park Authority Board Meeting

**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

Item	Action	Action by
	<p>(ii) Note that the associated statutory assessments are complete and conclude that the plan will not have adverse environmental effects;</p> <p>(iii) Approve the content of the revised plan;</p> <p>(iv) Agree to delegate final minor design and editorial adjustments to officers prior to publication in November.</p> <p><b>ACTION:</b> Reference to be made to funding context on page 43 and to Local Authorities on page 49.</p>	
7	<p><b>Election of Convener</b></p> <p>GW advised that the term of our current Convener ends on 1<sup>st</sup> March 2020, we must appoint the next Convener at the last Board meeting before the end of this term. Nominations will be sought for the role of Convener. Any member may propose another Park Authority member and this has to be seconded. If there is more than one nomination an election will be held at the December Board meeting. There will be an opportunity for candidates to make a short statement prior to members voting for their preferred candidate.</p>	
8	<p><b>Core Paths Plan</b></p> <p>JS and KA introduced the Core Paths Plan. KA noted under section 10.4 this should read '14 objections relating to 5 proposed amendments have not been withdrawn at the time of writing this paper.'</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>- Note the points made relating to the review to date and likely timeline for a proposed amended Core Paths Plan, which is intended to be tabled for adoption at the March 2020 Board Meeting.</li> </ul>	
9.	<p><b>Financial Report</b></p> <p>RE and EMcK introduced the Financial Report. EMcK presented the management accounts for the 3 months ended 30 June 2019.</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>- Note the management accounts for the quarter and the areas of risk highlighted. The budget will be revised at the end of quarter 2, with a view to reflecting the updated forecast position and eliminating the budget deficit of £65k.</li> </ul>	

# National Park Authority Board Meeting

**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

Item	Action	Action by
10.	<p><b>Audit &amp; Risk Committee Annual Report</b></p> <p>RE and EMcK introduced the Audit &amp; Risk Committee Annual Report.</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>- Note the contents of this report.</li> </ul>	
11.	<p><b>Annual Accounts Update</b></p> <p>RE and EMcK introduced the Annual Accounts Update.</p> <p><b>DECISION:</b> Members agreed to:</p> <ul style="list-style-type: none"> <li>- Note the contents of this report.</li> </ul>	
12.	<p><b>Confidential Minutes of Meeting held on 17<sup>th</sup> June 2019</b></p> <p>The Convener asked members if discussion was required for agenda items 12 and 13. Members agreed no discussion was required.</p> <p>The confidential minutes were proposed by EM and seconded by RE.</p>	
13.	<p><b>Confidential Matters Arising of Meeting held on 17<sup>th</sup> June 2019</b></p> <p>The confidential matters arising were proposed by EM and seconded by RE.</p>	
14.	<p><b>Any Other Business</b></p> <p><u>Audit &amp; Risk Committee Update</u> RE reported that the Audit &amp; Risk Committee met in June and September. The annual meeting with internal and external audit went well. At the September meeting the committee discussed the policy update timetable, the corporate risk register and the draft assurance network.</p> <p>At the June meeting internal audits on grants and contributions and the boat registration process were advised. It was recommended that the Accountable Officer sign the letter of representation and the annual accounts. The best value report was reviewed.</p> <p><u>Kinlochard Event</u> ME advised that there is an event taking place at Kinlochard Village Hall on Sunday 27<sup>th</sup> October from 10am to 5pm on their "Water to Glasgow" exhibition. This is a free family event which celebrates the 160<sup>th</sup> anniversary of the water aqueduct which was central to Glasgow's prosperity in the 19<sup>th</sup></p>	

# National Park Authority Board Meeting

**Draft Minutes of Meeting held at  
10:00am on 24<sup>th</sup> October 2019  
Kinlochard Village Hall, Kinlochard, Stirling**

---

<b>Item</b>	<b>Action</b>	<b>Action by</b>
	century. ME asked members if they could assist with promoting this event.	
<b>20.</b>	<b>Date of Next Meeting</b>  Monday 9 <sup>th</sup> December 2019	

Signed \_\_\_\_\_

**James Stuart, Convener**