



West Stormont Woodland Group

Scottish Charitable Incorporated Organisation (SCIO)
SC051682

GENERAL MEETING LETTER OF INVITATION

Dear WSWG Member

On 5th April 2022 West Stormont Woodland Group became a Registered Charity and is now a Scottish Charitable Incorporated Organisation (SCIO).

The form of Constitution we have chosen is that of a “2-Tier SCIO” This obliges WSWG to fully consult with all members throughout the year, not just annually at an AGM (Annual General Meeting), thus ensuring the democratic nature of the community ownership organisation. The next step for the new WSWG SCIO is to hold a General Meeting to elect a Board of Trustees. This is a very important step and we need your help and Involvement at this crucial stage.

We are holding our first General Meeting (GM) on Monday 20th June 2022 in the Function Room, Tayside Hotel, Mill Street, Stanley, PH1 4NL starting at 7.00pm. You are invited to attend. Please come along and participate and get the SCIO off to a flying start.

The sole purpose of the first GM is to elect a new Board to manage WSWG. Anyone who wishes to stand for election to the Board must be an Ordinary Member and requires to be nominated (proposed) by at least two other Ordinary Members. If you wish to stand for election to the Board of Trustees, then please return your nomination papers (see attached) signed by yourself by midnight on the 17th of June 2022. As this is the first GM for our SCIO, you will also see on the nomination form that it allows you to put yourself forward to serve as one of the five main officers of the SCIO (Chair, Vice Chair, Secretary, Treasurer and Membership Secretary). The appointments to these offices will be announced after the first meeting of the new SCIO Board.

The new elected WSWG SCIO Board will consist of up to 10 Ordinary Members resident in the designated WSWG area, and up to 2 Associates living outside the designated WSWG area may be co-opted onto the Board.

If you cannot attend the GM in person but wish to appoint someone to vote on your behalf you will need to use the Proxy form attached below. The proxy authorisation form needs to be completed and signed by the Member concerned and returned to the Acting Secretary by midnight on the 17th of June. You can either return your Nomination and Proxy forms by post to the address provided or you can print the forms, sign them, scan them and attach to an email and send to the address provided. Printed or electronic signature will be accepted.

We apologise, you will not be able to vote on-line rather than come to the GM in person and vote. Voting at the GM will be by show of hands so please remember that only Members and not Associates are allowed to vote. Lastly you will see that on both the Proxy form and the Nomination form that we ask you to provide up to date contact details of your address, postcode, phone number and email address.

Yours with thanks

Secretary



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WSWG PROJECT SUMMARY

“To achieve significant progress towards a thriving community living in a sustainable, healthy and enjoyable landscape in eastern Strathclyde centred on the two rapidly naturalising Taymount Wood and Five Mile Wood. Substantially enhanced landscape ecology, improved and integrated access provision and a boosted local green economy.” (WSWG 25 year Goal)

Imagine looking back after twenty or so years of fantastic progress through community ownership of Taymount and Five Mile Woods. Woodland management focussed on nature recovery and climate action have led to mixed broadleaf and conifer woodlands teeming in wildlife, enriching the habitat, doubling the species populations, bringing in new flora and fauna into the site, redressing some of the decades of ecological decline suffered in our area as across the whole world since Rachel Carson’s Silent Spring warned us of the risks in 1962. A well cared for path network with conveniently positioned seats and picnic benches, enabling everyone to enjoy the different parts of the wood, on foot, wheels or hooves. Forest food is abundant in all seasons for us to pick for ourselves or enjoy in the WSWG café. Apples, berries, nuts, roots, shoots and leaves, washed down with delicious and refreshing Living Forest Birchwater. Our community and diverse forest enterprises have thrived, meaning we have relied less and less on felling timber for income. Our Camp 53 café, shop, exhibition space and meeting room have created a thriving hub of activity and green enterprise, creating local jobs, supporting other local businesses, benefiting everyone in the community and attracting people from miles around. Our forest school areas and Logger’s Shieling have been a huge hit with local schools and a range of activity groups and clubs for regular outdoor activities for all ages.

Year-Round Activities programmes have helped us to enjoy the woods for different purposes – fun, health and wellbeing, arts, crafts and cultural activities, learning, tending the Food Forest, building paths, habitat features or forest buildings. Just coming to chill, enjoying time with the trees, birdsong and breeze. Our community transport initiative has worked wonders in helping so many more people get to events in the woods. Even people who are unable to come out to the woods have enjoyed the virtual woodland experiences we have shared with them on-line.

WSWG has inspired, encouraged and worked closely with neighbouring landowners meaning new paths have provided links between woods and settlements throughout the area, and wider environmental action has enriched the habitat networks at landscape scale. Our area is recovering amazingly well after years of decline. And we are all feeling so much better for it, local residents and landowners alike. We know so many more people and so much more about our local environment. We have taken action for People and Planet. Our springs are not silent.

Imagine looking back and finding it didn’t happen.

With your help, we’re not going to let that happen.



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Over the past few years, there have been many, many people involved in building the WSWG project - developing the vision, coming up with plans and costings, conducting surveys, running events, writing blogs, networking with stakeholders, gifting resources, fundraising, joining as members, being on the Steering Group and so much more. Three people have recently become Trustees on the Interim Board until the GM on 20 June, at which they will resign. Huge and heart-felt thanks goes to each and every one of them for their invaluable contributions to date.

For the new SCIO Board to work effectively going forward, we need to make sure we have Trustees to cover the different SCIO administrative responsibilities and also to champion the different elements of the WSWG Project as shown in the “Window on the Woods” Vision below.

That means bringing new people into the heart of this fantastic community project now to help take it through the next vital steps towards asset transfer, community ownership and beyond.

If you think you can help by becoming a Trustee on the WSWG SCIO Board please complete the Nomination Forms in this pack, using separate forms for the two people who propose you.

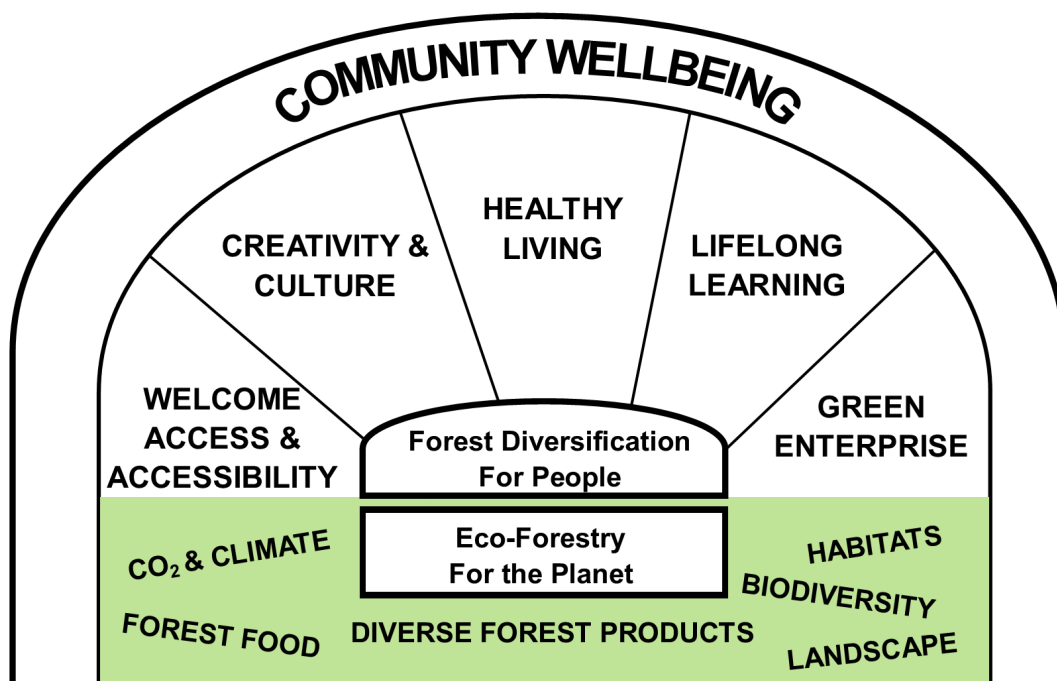
You can email your completed forms to:

Alan Ross (Interim Trustee) at contact@weststormontwoodlandgroup.scot

or post them to:

Alan Ross (Interim Trustee), C/o Tansy, Kinclaven, Stanley, Perthshire, PH1 4QJ

Thank you so much if you can support the WSWG project in this way



WSWG Vision: “Window on the Woods”



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NOMINATION 1 FORM

Please provide the following details of the person being nominated and remember, only Ordinary Members can be nominated for election.

Title and Full Name _____

Email _____ Are you over 18 years of age? _____

Postcode: If your postcode is not listed to be ticked below, please insert it at "Other Areas".

Stanley and District Community Council area			Auchtergaven Community Council area								
PH1 4LJ	<input type="checkbox"/>	PH1 4NX	<input type="checkbox"/>	PH1 4QA	<input type="checkbox"/>	PH1 4AA	<input type="checkbox"/>	PH1 4BJ	<input type="checkbox"/>	PH1 4AP	<input type="checkbox"/>
PH1 4LT	<input type="checkbox"/>	PH1 4NY	<input type="checkbox"/>	PH1 4QH	<input type="checkbox"/>	PH1 4AB	<input type="checkbox"/>	PH1 4BL	<input type="checkbox"/>	PH1 4AS	<input type="checkbox"/>
PH1 4LU	<input type="checkbox"/>	PH1 4NZ	<input type="checkbox"/>	PH1 4QJ	<input type="checkbox"/>	PH1 4AD	<input type="checkbox"/>	PH1 4BN	<input type="checkbox"/>	PH1 4AcW	<input type="checkbox"/>
PH1 4LX	<input type="checkbox"/>	PH1 4PA	<input type="checkbox"/>	PH1 4QL	<input type="checkbox"/>	PH1 4AE	<input type="checkbox"/>	PH1 4BQ	<input type="checkbox"/>	PH1 4FG	<input type="checkbox"/>
PH1 4LY	<input type="checkbox"/>	PH1 4PB	<input type="checkbox"/>	PH1 4QN	<input type="checkbox"/>	PH1 4AF	<input type="checkbox"/>	PH1 4BS	<input type="checkbox"/>		
PH1 4LZ	<input type="checkbox"/>	PH1 4PD	<input type="checkbox"/>	PH1 4QP	<input type="checkbox"/>	PH1 4AG	<input type="checkbox"/>	PH1 4BT	<input type="checkbox"/>		
PH1 4NA	<input type="checkbox"/>	PH1 4PE	<input type="checkbox"/>	PH1 4QR	<input type="checkbox"/>	PH1 4AH	<input type="checkbox"/>	PH1 4BU	<input type="checkbox"/>		
PH1 4NB	<input type="checkbox"/>	PH1 4PG	<input type="checkbox"/>	PH1 4QW	<input type="checkbox"/>	PH1 4AJ	<input type="checkbox"/>	PH1 4BW	<input type="checkbox"/>		
PH1 4ND	<input type="checkbox"/>	PH1 4PJ	<input type="checkbox"/>			PH1 4AL	<input type="checkbox"/>	PH1 4BX	<input type="checkbox"/>		
PH1 4NE	<input type="checkbox"/>	PH1 4PL	<input type="checkbox"/>			PH1 4AN	<input type="checkbox"/>	PH1 4BY	<input type="checkbox"/>		
PH1 4NF	<input type="checkbox"/>	PH1 4PN	<input type="checkbox"/>			PH1 4AQ	<input type="checkbox"/>	PH1 4BZ	<input type="checkbox"/>		
PH1 4NG	<input type="checkbox"/>	PH1 4PP	<input type="checkbox"/>	PH1 4PH	<input type="checkbox"/>	PH1 4AR	<input type="checkbox"/>	PH1 4DA	<input type="checkbox"/>		
PH1 4NH	<input type="checkbox"/>	PH1 4PQ	<input type="checkbox"/>			PH1 4AT	<input type="checkbox"/>	PH1 4DB	<input type="checkbox"/>		
PH1 4NJ	<input type="checkbox"/>	PH1 4PR	<input type="checkbox"/>			PH1 4AU	<input type="checkbox"/>	PH1 4DE	<input type="checkbox"/>		
PH1 4NL	<input type="checkbox"/>	PH1 4PS	<input type="checkbox"/>			PH1 4AX	<input type="checkbox"/>	PH1 4DF	<input type="checkbox"/>		
PH1 4NN	<input type="checkbox"/>	PH1 4PT	<input type="checkbox"/>			PH1 4AY	<input type="checkbox"/>	PH1 4DG	<input type="checkbox"/>		
PH1 4NP	<input type="checkbox"/>	PH1 4PW	<input type="checkbox"/>			PH1 4AZ	<input type="checkbox"/>	PH1 4DH	<input type="checkbox"/>		
PH1 4NQ	<input type="checkbox"/>	PH1 4PX	<input type="checkbox"/>			PH1 4BA	<input type="checkbox"/>	PH1 4DJ	<input type="checkbox"/>		
PH1 4NR	<input type="checkbox"/>	PH1 4QB	<input type="checkbox"/>			PH1 4BB	<input type="checkbox"/>	PH1 4DL	<input type="checkbox"/>		
PH1 4NS	<input type="checkbox"/>	PH1 4QD	<input type="checkbox"/>			PH1 4BD	<input type="checkbox"/>	PH1 4DN	<input type="checkbox"/>		
PH1 4NT	<input type="checkbox"/>	PH1 4QE	<input type="checkbox"/>			PH1 4BE	<input type="checkbox"/>	PH1 4DP	<input type="checkbox"/>		
PH1 4NU	<input type="checkbox"/>	PH1 4QF	<input type="checkbox"/>			PH1 4BG	<input type="checkbox"/>	PH1 4DQ	<input type="checkbox"/>		
PH1 4NW	<input type="checkbox"/>					PH1 4BH	<input type="checkbox"/>				

Other Areas: _____



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NOMINATION 1 FORM continued

Nominee (person being nominated) for WSWG SCIO Board _____

I understand that if elected to serve as a Trustee on the Board of the West Stormont Woodland Group SCIO, I am willing to do so until the next Annual General Meeting and will follow the Constitution and Rules of the SCIO at all times, acting always in its best interest.

Signature of nominee _____

Date ____ /June/2022

Areas of experience/interest

Access & Accessibility	<input type="checkbox"/>	Creativity & Culture	<input type="checkbox"/>	Healthy Living	<input type="checkbox"/>
Life-Long Learning	<input type="checkbox"/>	Green Enterprise	<input type="checkbox"/>	Forestry/Biodiversity & Climate	<input type="checkbox"/>
Youth/Inclusiveness	<input type="checkbox"/>	Legal/Financial	<input type="checkbox"/>	General	<input type="checkbox"/>

If elected I am also willing to serve as an officer on the West Stormont Woodland Group SCIO until the next Annual General and agree to follow the constitution of the SCIO and to act in its best interest at all times

Chair

Vice Chair

Treasurer

Secretary

Membership Secretary

Signature of nominee _____

Date ____ /June/2022

I (Print name) _____ as an Ordinary Member

Propose the above member (Print name) _____ to
Serve as a Board Member of the WSWG SCIO

Signature of Proposer _____ Date ____ /June/2022



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NOMINATION 2 FORM

Please provide the following details of the person being nominated and remember, only Ordinary Members can be nominated for election.

Title and Full Name _____

Email _____ Are you over 18 years of age? _____

Postcode: If your postcode is not listed to be ticked below, please insert it at "Other Areas".

Stanley and District Community Council area			Auchtergaven Community Council area								
PH1 4LJ	<input type="checkbox"/>	PH1 4NX	<input type="checkbox"/>	PH1 4QA	<input type="checkbox"/>	PH1 4AA	<input type="checkbox"/>	PH1 4BJ	<input type="checkbox"/>	PH1 4AP	<input type="checkbox"/>
PH1 4LT	<input type="checkbox"/>	PH1 4NY	<input type="checkbox"/>	PH1 4QH	<input type="checkbox"/>	PH1 4AB	<input type="checkbox"/>	PH1 4BL	<input type="checkbox"/>	PH1 4AS	<input type="checkbox"/>
PH1 4LU	<input type="checkbox"/>	PH1 4NZ	<input type="checkbox"/>	PH1 4QJ	<input type="checkbox"/>	PH1 4AD	<input type="checkbox"/>	PH1 4BN	<input type="checkbox"/>	PH1 4AcW	<input type="checkbox"/>
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PH1 4LY	<input type="checkbox"/>	PH1 4PB	<input type="checkbox"/>	PH1 4QN	<input type="checkbox"/>	PH1 4AF	<input type="checkbox"/>	PH1 4BS	<input type="checkbox"/>		
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PH1 4NW	<input type="checkbox"/>					PH1 4BH	<input type="checkbox"/>				

Other Areas: _____



West Stormont Woodland Group

Scottish Charitable Incorporated Organisation (SCIO)

NOMINATION 2 FORM continued

Nominee (person being nominated) for WSWG SCIO Board _____

I understand that if elected to serve as a Trustee on the Board of the West Stormont Woodland Group SCIO, I am willing to do so until the next Annual General Meeting and will follow the Constitution and Rules of the SCIO at all times, acting always in its best interest.

Signature of nominee _____

Date ____ /June/2022

Areas of experience/interest

Access & Accessibility	<input type="checkbox"/>	Creativity & Culture	<input type="checkbox"/>	Healthy Living	<input type="checkbox"/>
Life-Long Learning	<input type="checkbox"/>	Green Enterprise	<input type="checkbox"/>	Forestry/Biodiversity & Climate	<input type="checkbox"/>
Youth/Inclusiveness	<input type="checkbox"/>	Legal/Financial	<input type="checkbox"/>	General	<input type="checkbox"/>

If elected I am also willing to serve as an officer on the West Stormont Woodland Group SCIO until the next Annual General and agree to follow the constitution of the SCIO and to act in its best interest at all times

Chair

Vice Chair

Treasurer

Secretary

Membership Secretary

Signature of nominee _____

Date ____ /June/2022

I (Print name) _____ as an Ordinary Member

Propose the above member (Print name) _____ to
Serve as a Board Member of the WSWG SCIO

Signature of Proposer _____ Date ____ /June/2022



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PROXY FORM

I (Print name) _____

Residing at (Address) _____

Being an Ordinary Member of the West Stormont Woodland Group, appoint

Name _____

of (Address) _____

as my proxy to vote on my behalf at the General Meeting of the West Stormont Woodland Group

to be held on (Date) 20th June 2022

I instruct my proxy to vote in favour/against* the appointment of members to form the new Board of Trustees for the West Stormont Woodland Group SCIO Board (*delete as necessary)

Signature of Ordinary Member appointing the proxy _____

Date _____



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AGENDA

ITEM / ORDER OF BUSINESS

- 1) WELCOME AND INTRODUCTION.....Chair or Vice Chair (Note 1 below)
- 2) QUORATE CHECKShow of Hands (Note 2 below)
- 3) a. PURPOSE OF THIS GENERAL MEETINGChair or VC (Note 3 below)
b. RESIGNATION OF TRUSTEES ON INTERIM BOARD
- 4) BRIEF HISTORY OF WSWG TO DATETBA (Note 4 below)
- 5) RULES FOR VOTINGChair or VC (Note 5 below)
- 6) LIST OF THOSE NOMINATED TO SERVE ON NEW SCIO BOARD
- 7) VOTES ON THE ELECTION OF MEMBERS TO THE SCIO NEW BOARD
- 8) ANNOUNCEMENT OF NEW WSWG SCIO BOARD
- 9) WHAT COMES NEXT
- 10) END OF MEETING

Tea and coffee will be available at the end of the meeting.



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NOTES

- 1) **Chair or Vice Chair** (Note 1) - The Chairperson of the Organisation shall act as Chairperson of each GM". "If the Chairperson is not present or willing to do so the Vice-Chairperson of the Organisation shall act as the Chairperson." "If neither the Chairperson nor the Vice-Chairperson is present or willing to act within 15 minutes after the time at which it was due to start, the Trustees present shall elect from among themselves one of the Elected Trustees who will act as Chairperson of the GM"
- 2) **QUORATE CHECK** (Note 2) 1) (Con 25) - "The quorum for a GM shall be the greater of (a) 11 Members; or (b) 5% of the Members, present either in person or by proxy. No business shall be dealt with at any GM unless a quorum is present. 2) (Con 25.1) -"If a quorum is not present within 15 minutes after the time at which the GM was due to start(or if, during a GM, a quorum ceases to be present) the GM shall be adjourned until such a time, date and place as may be fixed by the Chairperson of the GM."
- 3) **PURPOSE OF THIS GENERAL MEETING** (Note 3)....Chair or VChair - A very brief description of the purpose of this General Meeting and the process to be followed.
- 4) **BRIEF HISTORY OF WSWG TO DATE** (Note 4) ...(TBA) A **brief** presentation of the history of WSWG by a Trustee or Member, preferably one who has been with the project since its inception. Preferably lasting no longer than 10 minutes.
- 5) **RULES FOR VOTING** (Note 5) (Con 26.1) "Each Member shall have one vote, to be exercised in person or by proxy, by a show of hands" (Con 26.2) "A Secret ballot may be demanded by a) the Chairperson of the GM or b) at least two Members present at the GM." (Con 28) In the event of an equal number of votes for and against, the Chairperson of the meeting shall have a vote in their capacity as a Member of the Organisation.



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NOTES Continued

- 6) **LIST OF THOSE NOMINATED TO SERVE ON NEW SCIO BOARD** The Chair shall confirm that the Members present agree that the list of those Members nominated to be elected is to be taken forward to a vote. If there are fewer nominations than there are vacancies on the Board then all those nominated will be elected nem con.
- 7) **VOTES ON THE ELECTION OF MEMBERS TO THE SCIO NEW BOARD** If there are more nominations than vacancies the Chairman shall ask whether two members present require the vote to be by secret ballot or to proceed by show of hands. If there is no request from 2 Members present then the Chair shall decide and announce whether to proceed to a vote by show of hands or to demand a secret ballot.
- 8) **ANNOUNCEMENT OF NEW WSWG SCIO BOARD** At the conclusion of the voting for Members of the 'WSWG SCIO Board the Chair shall announce the names of the new Board.
- 9) **NEXT MOVES** - The Chair shall briefly outline the indicative events schedule for the next few weeks and months.
- 10) **END OF MEETING**