**West Coast OWL Launch Event and Funding Meeting 16/06/2021 with Addendum**

Attendees: Rosamonde Birch (Secretary), Heather Beaton (Treasurer) Judith Bullivant (Public Liaison), Lynne Crawford and Isabel McLeish

Apologies: Susan Pettie (Chair)

Acting Chair: Heather Beaton (Treasurer)

Agenda Items:

1. Overview of Funding options
   1. Brief overview of funding options and requirements. Proposal to apply for launch event funding to meet August 11th 11:00 – 15:00 event plans.
   2. Any other funding options will be applied for to meet Sept 1st deadline.
2. Launch Event plan and ideas
   1. Venue: Balmacara woodland
   2. Attendance: 30 people minimum to meet funding requirements
   3. Audience: Parents, teachers and other learning providers
   4. Paid Providers: 2 X half-day (£300), currently contacting:
      1. Dan (Tracker)
      2. Monique (Willow Weaver)
      3. Sarah (Nature Artist)
      4. Skye Highland Adventures
   5. Other activities on the day:
      1. Kelly kettle and fairy fires
      2. Storytelling
      3. Fairy houses
      4. Stone painting
      5. Engagement Board – ideas/proposals from attendees
   6. Additional £200 spend (will check what we can spend with Bonnie)
      1. Promotion
      2. Advert
      3. Feather Flyer
3. Vote and confirmation to apply for funding
   1. All steering group members attending agreed to proceed with applying for funding and to proposed Launch event plans.
4. OWL Scotland Website and Bulletin
   1. Confirmed that event was now online – photo to be added
   2. Confirmed that event had been added to OWL Scotland Bulletin.
5. AOB – NA
6. Next Meeting – Saturday 3rd July at ACE for Members Skill Share
7. Addendum (28/06/2021)
   1. Request from Bonnie to resubmit funding application with addition of admin funds and CPD funds included. Heather and Judith coordinating plans for additional funding to be added to West Coast OWL digital application.
   2. Heather’s update:
      1. I've updated the application for £2500 which breaks down into the following:
         1. - £1000 admin grant
         2. - £500 x2 CPD grants
         3. - £500 Launch event grant.
   3. Judith’s kit list update:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Forest School shop | Muddy Faces | Scrrewfix | Amazon |
|  |  |  |  |  |
| Kelly kettle 1.5l | 46.95 | 68.39 |  |  |
| Portable fire pit | 59.95 | 67.99 |  |  |
| Fire safety kit | 64.95 | 92.39 |  |  |
| Dutch Oven large | 54.95 | 86.39 |  |  |
| Fire steels set (5) | 31.95 | 27.55 |  |  |
| Hammock | 28.95 | 25.19 |  |  |
| Bug boxes (10) | 39.5 | 35.9 |  |  |
| Tarp shelter 5m | 44.95 | 51.59 |  |  |
| Mugs (10) | 15 | n/a |  |  |
| mobile tool chest | 84.95 | n/a | 64.99 |  |
| portable toilet | 16.99 | 21.59 |  |  |
| refills for toilet (12 bags) | 3.99 | 4.79 |  |  |
| pop-up toilet tent |  |  |  | 29.99 |
|  | 493.08 | 481.77 | 64.99 |  |

* 1. Email e-vote agreement of steering group – everyone confirmed happy to proceed with edited and updated funding application. Heather will resubmit application with addendum minutes.