

## **Tyne Esk LEADER Local Action Group**

**Minute of Assessment meeting held on Monday 7<sup>th</sup> March 2011,**

**9.30am at Dobbies Head Office, Lasswade, Midlothian.**

### **Present**

Allison Cosgrove (Chair) (Association of East Lothian Community Councils)

John Beveridge (Midlothian Council)

Sandra Duncan (SWRI)

Tom Hobbs (Forestry Commission)

Robert Hogg (Midlothian Federation of Community Councils).

Cllr Russell Imrie (Midlothian Council)

Andrew McDonald (Midlothian Tourism Forum)

Cllr Stuart MacKinnon (East Lothian Council)

Scott Murray (Scottish Agricultural College)

Margaret Nisbet (Midlothian Voluntary Action)

### **In Attendance**

Susan Smith East Lothian Council

Graham Young LEADER Project Officer

Jane Wood Dunbar Community Bakery

Matthew Alsop Dunbar Community Bakery

### **1. Apologies**

Frank Beattie (Scottish Enterprise), Ian Davidson (Scottish Government/Forth RPAC), Robert Dale (NFU), James Bruce (ELVON)

## **2. Welcome and Dunbar Community Bakery presentation**

Allison Cosgrove, as Chair, welcomed colleagues and Jane Wood, who made a powerpoint presentation on the Dunbar Community Bakery application. No questions followed, Allison thanked Jane and Matthew who both left the meeting.

## **3. Minutes of Last Meeting**

The Round 10 minutes were agreed as a true record. Graham agreed to circulate a paper prior to the next meeting on the benefits and disbenefits of changing the intervention rate.

## **4. Leader Audits**

Graham Young reported that the recent audits had emphasised the need for declaration of interests to be reflected in the minutes as well as the scoresheets, for declaration of interest forms to be filled out and kept on file, and for members with an interest to leave the meeting while the scores are being discussed. The group agreed with this course of action.

## **5. Action 2 Trans-National Projects**

Graham Young reported that two proposed trans-national projects (with South Antrim in Northern Ireland and Bergslagen in Sweden) were not yet ready to take to LAG.

## **6. Projects Update**

Graham Young gave the following update on projects;

### ***TEL006 Continental Cafe***

*This project has completed and had its monitoring visit. The monitoring visit revealed that a report and study that was one of the outputs of the project, is not available. We are discussing what the implication of this for the project is in terms of paying the 25% retention.*

### ***TEL013 East Lothian Food and Drink***

*The project is complete and spent almost all its allocation. A monitoring visit is being arranged for March 14<sup>th</sup>.*

### ***TEL018 Aberlady High Cross Reconstruction***

*An extension has been granted to this project to June 2011, due to the original stonemason being dispensed with and a new one contracted to carry out the work.*

### ***TEL025.1 Harbour Development Trust Stage 2 Feasibility Study***

*A previous extension to May 31<sup>st</sup> 2010 has not been adhered to; the project lead resigned from the Trust so there was a period of transition in terms of reporting. There is now a new project lead, who has now indicated that a final invoice will be submitted Tuesday 8th March 2011.*

### ***TEL027 Pitstop Cafe***

*The applicants final claim is now due and will be submitted shortly.*

### ***TEL030 - Native Butterfly & Moth Garden***

Only NIL claims have been submitted so far. The project completion date was June 2010. This project to be terminated a new application is to be invited reflecting the new project timescales.

**TEL033.1 – Midlothian Community Funding**

Project received advancement at the start of project. Only one NIL claim submitted to date. Start date 1/6/09 – Finish date 30/7/11. There is a need to increase activity on this project.

**TEL035 Howgate Health and History**

The applicant has requested a continuation of the project to August 2011 to fund the continuation of Development Worker post. However, this would take the project beyond its maximum 2 year lifespan under LEADER funding. Therefore the applicant will be told that the project must adhere to its April 2011 finish date.

**TEL038 Macmerry Lives**

The applicant has completed and a final claim submitted. A monitoring visit has been arranged for 28<sup>th</sup> March. She is in discussion with LEADER project officer about a possible future Action 2 project.

**TEL041 Bridge Centre Motorcycle project**

Second claim submitted in December.

**TEL051 - Fast Tracking Forest School/Kindergarten**

End of project – given deadline of 4<sup>th</sup> March to submit final claim.

**TEL 052 Exchange Project**

Final claim submitted, monitoring visit 31<sup>st</sup> March.

**TEL054 Temple Village Hall Refurbishment**

A first claim was made in August.

**TEL055 Loanhead Community Learning Centre**

Due to Planning Permission/Building Warrant delays, securing final capital funding and latterly bad weather conditions during the current build programme, the centre is requesting an extension to open on April 11<sup>th</sup> 2011 with a project end of 1<sup>st</sup> December 2011.

**TEL057.1 Pan Celtic Programme**

First claim now made.

**TEL058.1 Rural Skills Programme**

First claim now made

**TEL063 Empowering Stenton Village to Go Green**

A final claim is expected shortly, the project lead Ettie Spencer will be stepping down to allow a new project worker to concentrate on accessing funding to take the project forward

**TEL065 Family and Cabaret Elements**

A final claim has been received. The project is completed. Monitoring visit arranged for 29<sup>th</sup> March.

## **TEL 067 Temple Village Hall Refurbishment Phase 2**

A first claim was received, Graham undertook an interim visit in January and the work is proceeding well with an expected completion of end of March.

## **TEL072 Loanhead Community Learning centre**

The capital works have now started and a first claim received.

## **7. Budget Report**

***\*Update Thursday 17<sup>th</sup> March-It was noted that incorrect figures for spend, committed spend and balance were given at the 7<sup>th</sup> March LAG meeting, due to figures for spend and commitment being combined. This was solely as a result of human error. All the figures below have been fully checked and are correct, apologies to members present).\****

Graham Young presented the budget report.

Tyne Esk LEADER's total claim to the Scottish Government increased for the fifth quarter in a row. This quarter's total claim was £129,163, up 12% on last quarter.

This was made up of £117,783 in Action 1 grants, £6,062 in Action 2 Grants, and £5317 in Admin Costs.

The total position to date is as follows;

Budget:	£2,968,295
Spend:	£ 774,176 (26% of budget)
Spent and Committed :	£2,261,649.56 (74% of budget)
<b>Balance</b>	<b>£706,646 (24% of budget)</b>

At approximately the halfway point of the project, our commitment and spend is broadly where it should be. The financial position of other Scottish LAGs was demonstrated to see a comparison. One LAG area, for example, has made the decision to commit almost their entire budget already, and will spend the next 3 years of the programme in a project management capacity; managing spend and granting new projects only when funding is freed from other projects that fail to deliver. By contrast, at least 6 other LAG areas have spent less than 10% of their allocation, despite committing funding to projects.

The Scottish Government suggest an over commitment of up to 30% of grant value is manageable; They also suggest aiming to fully commit by May 2012.

The LAG were asked to give their views about prioritisation of funding, bearing in mind the large value of submitted applications this round and the finite resources at our disposal.

Susan Smith opined that our main emphasis should be on pushing projects to spend, and to manage already approved projects effectively. She said that additional funds will be recycled from projects that don't spend their full allocation.

Cllr Russel Imrie agreed that we shouldn't be too cautious in approving good projects, when we have funding still in place.

Cllr Stuart McKinnon commented that if we approve all the projects at this round the entire project allocation would be fully committed.

Robert Hogg asked if the LAG could have a breakdown of East Lothian Midlothian funding committed, Graham agreed to provide this in the minutes.

***(Update 17<sup>th</sup> March 2011- Since the programme started in 2007, Between Round 1 and Round 11; 38 East Lothian projects have been allocated £988,047.45, and 24 Midlothian projects have allocated £1,273,602.11.***

## **8. RPAC Update**

Ian Davidson gave his apologies so no RPAC report was forthcoming.

## **9. Strategic Board**

Allison reported on the last Strategic Board meeting, which included a visit to a village hall project in Berwickshire that may have some lessons to impart to our West Barns village hall development. Re-allocation of funding from LEADER areas that are failing to spend their allocation was discussed, although no timetable or additional details were forthcoming. It was emphasised that Richard Lochhead remained very committed to LEADER and wanted to see it continue. A LEADER Conference is planned for June 2011 in Inverness.

## **10. Planning for future LEADER programme**

Susan reported that decisions will need to be taken soon as to the shape of the post-2013 LEADER programme. Cllrs Stuart Mackinnon and Russell Imrie both agreed that the East Lothian-Mid Lothian relationship was working well.

## **11. Date of Next Meeting**

6<sup>th</sup> June 2011, Macmerry was mooted as a potential venue.

## **12. Round 12 Project Assessments**

**TEL062.1 Amisfield Stables Feasibility Study**-Approved conditional upon additional information being provided as to the 'targeted consultation of local community groups' detailed in the application. (Stuart McKinnon had declared an interest and left the room)  
**£18,000.**

**TEL078.2 Dunbar Community Bakery**-Approved conditional on the project receiving planning consent. **£53,026.**

**TEL088.1 Cranstoun Community Development**-Approved without conditions. **£27,618.75**

**TEL092.1 North Berwick Action Learning Centre**-Approved conditional upon receiving additional information about the proposed management structure. (Stuart MacKinnon and Susan Smith had declared an interest and left the room) **£51,500.**

**TEL095 Tourism Leaflet**- Declined.

**TEL096 Education Space**-Deferred, to be reconsidered after receiving a future presentation from the project lead about the Roslin Chapel development in its entirety, and how the 'education space' element of the project fits into the overall development, both in terms of strategy and funding profile.

**TEL097 Temple Hall Phase 3**- Approved without conditions. **£29,896.76.**

**TEL098 Employment Project**- Approved conditional upon receiving confirmation from New Leaf that there is no potential duplication of provision, and if there is a possibility of duplication, both parties will work to avoid this occurrence. **£52,304.**

**TEL099 Mayfield and Easthouses Youth 2000**- Approved conditional upon receiving written clarification as to what providers of similar horticultural services exist in the area and how duplication will be avoided. (Robert Hogg had declared an interest and left the room)**£130,914.76.**

**TEL100 Collaborating for Growth**- Deferred, to be reconsidered after receiving a future presentation clarifying structure, staffing and how the roles differ from and add value to local authority provision. (Stuart MacKinnon and Susan Smith had declared an interest and left the room).

**TEL101 Rural 3<sup>rd</sup> Sector Web Enhancement Project**- Approved conditional upon confirmation that match funding does not represent double funding with LEADER. (Margaret Nisbet had declared an interest and left the room) **£29,121.**

**TEL102 MAEDT Feasibility Study**- Declined. (Robert Hogg had declared an interest and left the room)

**TEL103 Rosewell After School Club**- Approved without conditions. **£43,484.40**

**TEL104 Gullane Village Hall**- Approved without conditions. **£25,126.54**

**TEL105 East Coast radio for East Lothian**-Approved conditional upon the applicant gaining the OFCOM licence. **£136,818.**

**TEL106 Croft Suite Development-Loanhead Miners**- Approved without conditions. **£41,000.**

**TEL107 Garvald and Morham Broadband**- Approved conditional upon the applicant registering as an industrial provident society prior to receiving funding. **£355,365.**

**TEL108 Dunbar Harbour Trust**-Deferred. A future application to be considered and a presentation to be requested from the applicant which will give clarification on the aims of the project. Clarification also to be sought from the Scottish Government as to the interpretation of eligibility criteria around project management fees, which make up the bulk of the application. (Susan Smith had declared an interest and left the room)

**The total amount of LEADER grant awarded at Round 11 was £994,175.21**

*Note: Tyne Esk Leader Local Advisory Group (LAG) members are required to treat discussions, documents and all other information pertaining to applications submitted to the LAG as strictly confidential and commercial in confidence.*