

Tyne Esk LEADER Local Action Group

**Minutes of the Assessment meeting held on Monday 1st June 2009,
9.30am at Pennypit Community Complex, Prestonpans**

Present

Frank Beattie	Scottish Enterprise
John Beveridge	Midlothian Council
Robert Conway	East Lothian Tourism Forum
Allison Cosgrove (chair)	Ass. of East Lothian Community Councils
Robert Dale	NFU Scotland
Ian Davidson	Scottish Government/ Forth RPAC
Robert Hogg	Midlothian Federation of Community Councils
Andrew McDonald	Midlothian Tourism Forum
Scott Murray	SAC Advisory
Margaret Nisbet	Midlothian Voluntary Action
Cllr Barry Turner	East Lothian Council

In attendance

Jayne Adamson	Tyne Esk LEADER Project Officer
Susan Smith	East Lothian Council
Sandra Macrae	Campbell MacCrae Associates
Sandy MacMillan	Midlothian Council

1. Apologies

James Bruce (ELVON), Myra Galloway (East Lothian Council), Tom Hobbs (Forestry Commission), Cllr Russell Imrie (Midlothian Council), Alan McGregor (Pentland Hills) and Graham McCulloch (LAYC)

2. Welcome

Allison Cosgrove welcomed everyone to the meeting and introduced Sandy MacMillan from Midlothian Council who discussed the Annual Review of the Business Plan. SM discussed the issues that had come from the Business Plan Workshop on 23rd March 2009:

- An 'environmental' objective was proposed to the LAG to be added to the Tyne Esk objectives. The LAG agreed not to add the objective as the environment is already encompassed into the LEADER programme (e.g. application, scoring criteria and ethos of LEADER)
- Feedback Proposals from projects:
 - (a) Difficulty with the 25% of grant being retained until the final claim – 10% or 5% would be more manageable
 - (b) Would be helpful if money could be paid upfront. (LEADER can give a 30% advancement)
 - (c) Process was too bureaucratic
 - (d) In-kind should be increased to 40%
 - (e) LEADER should not only fund innovative projects

The LAG found the comments interesting but agreed that the issues highlighted by projects were not in their power to change as the Scottish Government and EU have set the rules.

SM discussed the structure of the LAG and all members were happy with the current arrangements.

A marketing plan is to be devised that will work in correspondence with the Business Plan

Note: A draft of the Business Plan review will be sent to the LAG for approval before being submitted to the Scottish Government.

3. Minutes of Last Meeting

2008 AGM Minutes

The minutes were accepted as a true record (1st September 08 meeting)

First: Robert Conway Second: Alan MacGregor

2nd March Minutes

The minutes were accepted as a true record

First: Robert Conway Second: Robert hogg

4. Matters Arising

Scottish Enterprise Update:

FB informed the LAG that the details for the SE Rural Funding were being finalised with a guidance document being produced. The guidance will be sent to LAGs and other agencies for information.

ACTION:

FB to keep the LAG informed

JA informed the LAG that the minutes of the meetings were now online.

5. LAG Membership

SWRI: JA will be attending a meeting on Wednesday 3rd June to inform the East Lothian SWRI about LEADER and to answer questions on LAG membership

Pentland Hills: Alan McGregor due to work commitments has stepped down from LAG membership but has agreed to join the Advisory Group

LAYC: Graham McCulloch is currently reassessing his work commitments due to LAYC funding cuts. He will inform the LAG of his decision.

6. Annual Report

JA presented the report, the main points were:

- Programme expenditure to 30th March was £85,962 (Action 1 £47,455, Operations £38,507)
- Programme expenditure was £22,796 above the Scottish Government target. This has given the Tyne Esk Programme a promising start in achieving its targets for the period 2009 – 2010
- 24 Action 1 projects were approved for LEADER financial support by the LAG during the period April 2008- March 2009
- Total grant funding approved was £632,253, with two public, three private and 16 voluntary organisations being awarded funding.

7. Budget Report

JA presented the programmes budget report. JA informed the LAG that in the reporting year (January 2008 – December 2008) the programme had exceeded the budget for grants. It was anticipated that there would be no expenditure for grants during the reporting year but due to projects being ready to start £47,455 had been processed.

The LAG was reminded that £3,322 was available for them to allocate on LAG activities. The money was interest from the LEADER+ programme. The LAG had agreed at the meeting in March to commission a Consultant to develop a guidance document for them, which would be paid from the LAG budget.

8. Projects Update

- TEL003 Renewal and Upgrade, Flag Trust was complete and all funding had been claimed (monitoring visit has been carried out)
- TEL017, Garvald Village Hall Upgrade, would be submitting their final claim in June and would be complete in late July. FB attended the opening of the Hall and was impressed by the development. (monitoring visit has been carried out)
- TEL034, Lighting Up the Promenade, the project has been withdrawn due to match funding not being secured within three months of approval
- TEL025.1 Dunbar Harbour Feasibility Study, has received its match funding from the Life Boat and a contribution from the Dunbar Harbour Trust.

Other openings that have been attended by LAG members:

- Pitstop Café: AC and FB
- Cranstoun Church: AC

ACTION

The LAG has requested that an update is provided by all grant schemes for the next meeting in September

9. LEADER Activities

- JA has been meeting with projects who are currently working towards a LEADER bid
- 23rd March Business Plan Review Event feedback:
57% Good, 35% Excellent, 8% no comment
Comments: excellent networking event
Well run and informative
- LEADER Claims workshop 30th March 5 attending, 4 projects
- LEADER/ Forth RPAC meeting
- * Commitment to end of March:
Forth: £636,000
Fife: £140,000
West Lothian: 4 projects, £150,000
- * SCVO contract for Rural Direct has been extended for two years and will cover all of Scotland
- Sandra MaCrae has been appointed to develop the Tyne Esk LEADER LAG Guidance
- Changes to LEADER team in the Scottish Government:
* Iain Matheson has move to Crofting Policy
* Angela Wiseman, Anna Murray, Lorraine McEwan and one other will be the new team
* LEADER is now positioned within the Rural Network
- JA will be attending the LEADER Coordinators meeting on 3rd June 2009
- JA will be on the SEARS stand at the Royal Highland Show on Friday 26th June
- Jackie Gardiner, Projects Assistant, East Lothian Council has been allocated the responsibility of the LEADER claims to allow JA to concentrate on the running of the programme.

10. Review of Business Plan

See 'welcome' section in minutes (point 1)

11. Election of Honorary Officers

Chair: Allison Cosgrove

First: Robert Hogg

Second: Margaret Nisbet

Vice Chair: Andrew McDonald

First: Cllr Barry Turner

Second: Frank Beattie

12. AOCB

- The LAG approved the revised budget. The budget has been revised to reflect the current economic climate and to allow the programme to meet its annual targets
- JA will now be working from home on a Wednesday. Contact can be made via email and on mobile (07909 937409)
- Review of Rural Priorities (Cook Report) will be available from the end of June.

RPAC Update

- Forth February Round £5.3million was approved (£8.8million approved to date)
- June round was cancelled
- Next deadline was 2nd June with the RPAC meeting between 3rd and 14th August
- In Forth only 1 community project has been awarded funding
- £127million has been awarded by Rural Priorities
- An issue for community groups has been the issue of no advancement from Rural Priorities funding

13. DONM

A meeting would be called July/ August to discuss the LAG Guidance document
Project Assessment Meeting 7th September 2009, venue Midlothian

15. Round 4 Assessment

16. LAG Guidance Document

Discussions with Sandra MaCrae, Campbell Macrae Associates, regarding the LAG
Guidance Document

Project Ref	Project Title	Area	LEADER funding requested	LAG Decision
EL033.1	Midlothian Community Funding	Midlothian	£50,200	Approved
TEL036.1	Training in traditional building skills with Midlothian Training Services	Midlothian/ East Lothian	£45,149	Approved with conditions
<ul style="list-style-type: none"> • Participants being claimed for and participating in the project must be from the eligible Tyne Esk area. For further information regarding the Tyne Esk area and how to record this please contact the Tyne Esk Project Officer. <u>Expenditure cannot be claimed for participants outside the eligible area.</u> • Three quotes must be provided for the delivery of the training before the project can commence 				
TEL038	Macmerry Lives	East Lothian	£11,910	Approved
TEL039	Outreach Project – Black Diamond Radio	Midlothian	£8,923.50	Approved
TEL040	Dog Watch – Who’s Watching You	East Lothian	£5,164	Approved
TEL041	The Bridge Centre Motorcycle Project	East Lothian/ Midlothian/ Borders	£46,272	Deferred
<ul style="list-style-type: none"> • How does the project complement or work with the RUTS project in Midlothian • Further work is needed on the link between Tyne Esk and the Borders LEADER Programme 				