

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

**Minute of the Assessment meeting held on Monday 1<sup>st</sup> March 2010,  
9.30am at Howgate Village Hall, Howgate**

### **Present**

Frank Beattie	Scottish Enterprise
John Beveridge	Midlothian Council
Robert Conway	East Lothian Tourism Forum
Allison Cosgrove (chair)	Ass. of East Lothian Community Councils
Ian Davidson	Scottish Government/ Forth RPAC
Sandra Duncan	SWRI
Tom Hobbs	Forestry Commission
Robert Hogg	Midlothian Federation of Community Councils
Russell Imrie	Councillor Midlothian Council
Andrew McDonald	Edinburgh Butterfly & Insect World
Cllr Stuart MacKinnon	East Lothian Council

### **In attendance**

Jayne Adamson	Tyne Esk LEADER Project Officer
Susan Smith	East Lothian Council
William McKissock	Tyne Esk LEADER Project Officer

### **1. Apologies**

Tom Hobbs (Forestry Commission) and Margaret Nisbet (Midlothian Voluntary Action)

### **2. Welcome**

AC welcomed everyone along and said goodbye to JA and welcomed WM.

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

7<sup>th</sup> December 2009

The minute was accepted as a true record

First: Stuart MacKinnon Second: Sandra Duncan

(There were no matters arising)

### **4. LEADER Project Officer**

SS welcomed WM and advised that Billy would be covering in Jayne's absence

## **5. Projects Update**

JA informed the LAG about the following projects:

TEL 002 Final claim being assessed all £50,000 committed

TEL 006 Fully committed, waiting on final claim

TEL 010 Not all money committed anticipating £35,000 coming back to LEADER

TEL 020 Monitoring visit carried out £200 under-spend

TEL 025.1 Project has had a delay with the contractor, given an extension to the completion date to 31st May 2010

TEL 029.1 Final claim due, total from LEADER £11,000, £4,000 unclaimed

TEL 032 Awaiting final claim information

TEL 032 East Lothian Community Development Fund full amount unlikely to be committed meeting scheduled with group to discuss

TEL 038 1<sup>st</sup> claim is being processed

TEL 040 To be withdrawn

TEL 041.1 JA had meeting with Borders Coordinator to confirm actions as this is an Action 2 project

TEL 045 1<sup>st</sup> claim in

TEL 047 1<sup>st</sup> claim in, second event started and people are using the website

TEL 048 Withdrawn

## **6. Budgets Report**

JA advised that overall the Tyne Esk LEADER Programme is overspent –Action 1 more than double Action 2 not yet claimed and Action 3 £6,300 over claimed but that quarter 3 Oct –Dec is £11,207 under-claimed.

That SRDP has removed £2m from the Scottish LEADER budget pot and that no information has been forwarded to LAGs as to how this will affect their individual budgets. After discussion within the LAG it was agreed that the LAG should not be unduly worried about this and that it should operate as normal until further notice.

## **7. Update on LEADER activities**

JA advised the meeting that a letter had been sent to Angela Wiseman asking for clarification on increasing the amount of grant that can be awarded, no correspondence yet

JA attended the opening of Yester Kirk with AC and SD.

JA attended the latest coordinators meeting and this would be discussed in the next item.

JA attended a meeting with Border s LEADER to discuss the claim process for the Motorcycle Action 2 project, to agree the process with the people dealing with the claims.

## **8. Coordinators Meeting**

JA explained the budget process of the overall Scottish Programme

JA explained that the timeframe for the Annual Audit report might be late and that SGRPID (Audit) will take place on the 15<sup>th</sup> March

JA updated the meeting about the evaluation visits planned by Angela Wiseman and Lorraine McEwan over the coming 12 months

Cllr Stuart MacKinnon raised concern over the £2m taken from the Scottish LEADER budget. JA advised that if anything was to be done it would be nearer the end of the programme. ID stated that the SLA may allow for committed monies to remain.

**9. 90% Funding**

JA advised that the 90% rate would last until December 2010. There had been no firm indication from the Scottish Government that we can increase the percentage and we are still waiting for clarity from Angela Wiseman.

The general view of the LAG was that LEADER could be seen as a soft option with such a high intervention rate.

**Agree** – Ask for clarity from Angela Wiseman on the 90% rule.

**Agree** – Consider applications on their merit and do not actively encourage applicants to aim for 90% intervention

**10. RPAC Update**

ID advised the meeting that £11m had been approved so far into the Forth RPAC area and that the programme was delivering into the local economy. That he would like to more projects coming forward from West and Midlothian. In general there was an emphasis on jobs with projects over £200,000 required to show how jobs are created in their business development. Forestry Commission Scotland under-spent. 85% of projects had been approved so far. 15 Project were due to come forward from the Tyne Esk area at the next round and that the types of project are innovative in nature, Black Grouse, agri-environment etc..

**11. AOB**

WM advised the meeting that the recent Rural Network Event in West Lothian was not as worthwhile as it could have been. ID said that his experience was similar with the Borders event and viewed it as a tick box exercise. WM to meet with Beverley before the East Lothian event in May and AC to attend this meeting. JA suggested that we try to have the meeting staged either am, pm or evening as the half am and half pm was not suitable for most people.

**12. Date of next meeting**

7<sup>th</sup> June 2010

### **13. Round 7 Project Assessments**

#### **TEL 054.1 Temple Village Hall Refurbishment Phase One – Approved**

Approve further funding for this project.

#### **TEL 055 Loanhead Working, Learning and Playing Together Employees - Approved**

JB felt that this was a very worthwhile project. Members agreed and approved the project.

#### **TEL 056 Skateraw Infrastructure Development - Deferred**

Cllr SM felt that this project diversified from the original application. There were general concerns amongst the Members about access to this project. FB stated that Scottish Enterprise's rural team were still to confirm match funding. In general it was viewed as a project that could encourage people to get out of their cars and off the A1. There were concerns that about the sustainability of this project. Decision to Defer with items being referred to

- Further evidence of community involvement
- More evidence of school involvement
- Evidence showing support from Visit East Lothian
- Further detail on the marketing strategy of the project
- The project must clearly demonstrate its sustainability in relation to the Lothians and Scottish Borders

#### **TEL 057 Pan Celtic Programme – Deferred but delegate to Project Officer**

There were issues with the finances of this project and clarification of eligible costs is required. Members were concerned about the low income generated from events. Members also had issues with the project management of this project. JA had issues that are reflected in the further evidence required for this project.

- Evaluation costs are above £2,000, therefore, three quotes for this work are required
- How are the volunteering costs calculated?
- Equipment and hire, marquees, tables, and the computer must be shown as separate costs
- Office overheads must be itemised to allow for costs to show where these are relevant to the project
- An explanation of how the College is funded as there is no 5% minimum private contribution (from project itself) shown in section 12.2 of the application form

#### **TEL 058 Rural Skills Programme - Deferred**

The LAG expressed that many of the issues with this project were the same as TEL 057 and that much of the wording had just been copied and pasted from application form to the other.

- There is a lack of strategic integration shown in the application
- An further explanation of the in-kind costs as at present these costs exceed the 20% allowance for a LEADER project
- Office overheads must be itemised to allow for costs to show where these are relevant to the project

#### **TEL 059 Aberlady Community Woodland Regeneration Project - Approved**

There were concerns over the safety to the public with this project as it is situated on a road bend. Some to the Members asked whether or not wildlife would settle. Generally safety was a concern.

However, it was acknowledged that the group had clearly identified safety as an issue and were aware of their responsibility. Felt that the person leading this project would be good for the project. Decision to approve but to highlight to the project that strategic issues must be paid close attention to and that it should be minuted that this was an exception.

### **TLE 060 Skilled Up Approved**

LAG felt this was a good project and decided to approve with WM to go through finance with the project to ensure that the mistakes were cleared up.

### **TEL061 Promotion of Haddington Farmers Market Approved**

LAG generally felt this was a good project and beneficial to the local economy.

After a re-cap all application decisions agreed. JA highlighted that the Tyne Esk LEADER programme had now committed over £1m to projects.