

## **Tyne & Esk Rural Communities Development Fund**

### **Local Action Group Meeting**

**27<sup>th</sup> September 2023, Teams online**

#### **Members Present:**

A McDonald (Chair), A Hastie (Vice Chair), H Smith (Community - North Berwick Area Partnership), J McMillan (ELC Elected Member), P Playfair (Independent/Business), C Brown (Third Sector)

#### **Members Apologies:**

S Pettigrew (Edinburgh College), K Calvert (Independent/Business), S Poole (Independent/Business),

#### **Observers Present (from 10:15am):**

L Kelly (MC Community Planning Partnership Rep/Midlothian TSI), A Lang (Midlothian Council Group Service Manager)

#### **Observers Apologies:**

**E Carmichael (East Lothian Council ED), D Govenlock (East Lothian Council Connecting Communities Manager), A Watt (Midlothian Council ED), T Redpath (East Lothian TSI)**

#### **In Attendance**

J Adamson (CLLD Officer)

### **1. Staffing Contract**

#### **LAG Discussion**

### **2. Welcome/ apologies**

AMcD welcomed everyone to the meeting

#### **2.1 Declaration of Interest and Quorum**

JA Confirmed the meeting was quorate. There were no declared interests.

#### **2.2 Minutes of previous meeting (8<sup>th</sup> August 2023)**

Approved with amendments – JA to update for AMcD signature

### 3. Governance

#### 3.1 Articles of Association

Approved

#### 3.2 Change of name to 'Tyne & Esk Rural Partnership'

Discussion regarding changing Tyne & Esk Community Development Fund to Tyne & Esk Rural Partnership. Brodies, Lawyer have recommended changing from “Fund” as then the LAG would need to comply with Financial Conduct Authority regulation.

LK raised concerns over the term “Partnership” being included in Companies Law

**Action: AH to approach Brodies regarding the terms “Partnership” and “Alliance”. Further discussion to approve a new name at future meeting.**

### 4. Project Assessments

**AMcD thanked the LAG Members for scoring the Round 2 2023/2024 Applications**

<b>The Ridge</b>	<b>TECLLD39</b>	<b>Approved with Condition</b>
East Lothian		
IT to Support Training		
Tyne & Esk Grant £7,844.72 Capital		

Applicant to be asked why The IT equipment being purchased is Apple. Is there a reason why Apple technology is preferred?

<b>The Space CIC</b>	<b>TECLLD40</b>	<b>Approved</b>
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East Lothian

RIB Plan of Work

Tyne & Esk Grant £8,298 Revenue

Final report from the Energy Consultant is to be sent to the Tyne & Esk Programme

**Note: Declaration of Interest made by SP at marking stage**

**Tranent Wombles**

**TECLLD41**

**Approved with conditions**

East Lothian

Green Belters

Tyne & Esk Grant £10,000 Revenue

- Local suppliers are to be used for the purchase of planting materials.
- The application expenditure included £1,000 for publicity. Further detail of publicity expenditure.
- Permission from East Lothian Council to adopt a piece of land at Foresters Park

**Dunbar Junior Athletics Club**

**TECLLD42**

**Approved**

East Lothian

Long Jump Improvement Facility

Tyne & Esk Grant £14,169.03 Capital

No declarations of interest were made at the meeting.

**5. Budget**

The following options were discussed, and decisions made:

Underspend Revenue	£8,562.07
Underspend Capital	£16,414.85
Unallocated Youth LAG Budget (Revenue)	£15,000.00

5.1 Photographer **Deferred** till next year

5.2 1 year further subscription to Funder Finder Communities (£7,449.34 revenue)

**Approved.**

5.3 Revenue £600 to be awarded to the Bridge Centre for signage for the CLLD funded bus

**Approved**

**Action:** JMCM to contact Ross Prentice for a quote. Quote already supplied from company in Port Seton. JMCM and JA to correspond with the Bridge Centre

5.4 Rural Event in East Lothian £500.

**Action:** AH and JMCM to take forward and report back to LAG at the next meeting

**Approved with further discussion**

Future event in Midlothian. AL shared Midlothian Community Wealth Building information via chat

5.5 Capital Projects awarded in 2023-2024 Programme to be approached with EoI for additional funding, up to £5,000 (then all still under £30,000 cap, which LAG imposed)

- How much needed?
- Could it add value to their project?
- Costings

**Approved**

\* S Pettigrew and S Poole made comment via email regarding options.

There is £16,414.85 underspend in Capital. It was also noted that West Barns windows project had until 1/12/2023 to confirm their building warrant.

Therefore, predicted underspend of £31,414.85 in December.

**The following was agreed:** At the December meeting the LAG will discuss the capital underspend in relation to the Capital Projects awarded in 2023-2024 Programme top-ups (point 5.5).

Any Capital budget left will be used to purchase cooking or IT equipment (as per 2022-2023 Programme)

#### 5.6 Youth LAG

Consultation Report will be completed in late October. The LAG will discuss the £15,000 (revenue) unallocated Youth budget at the December meeting.

Options to be discussed:

1. If this could be spent by spent by 28<sup>th</sup> February 2024 by a Youth LAG
2. the LAG could reallocate to a cost-of-living grant for community organisations to help with heating and electricity.

Expenditure Ideas 1	Revenue	Capital
Grant Finder Communities	£7,449.34	
Bridge Centre Bus signage	£600.00	
Rural Event	£500.00	
Additional Funding to Projects		£16,414.00
Total	£8,549.34	£16,414.00

West Barns Windows. Deadline 1/12/2023. If building warrant not approved, then spend will be allocated to:

IT and Cooking Equipment	£15,000.00	Capital
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Youth LAG expenditure cannot be utilised, spend will be allocated to:

Cost of Living Grant (Similar process to Lottery and Robertson Trust)	£15,000.00	Revenue
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**NOTE: In conclusion all finance has been allocated**

### 6. Collaboration Project(s)

JA gave an update on the Scottish Government CLLD Collaboration Funding. Email was received on 29/08/2023 asking for EoI for collaboration projects, with a deadline of 04/09/2023. Tyne & Esk area submitted three EoI, which were sent to the LAG on 05/09/2023. It was discussed that the LAG should have been involved prior to submission but the LAG agreed the timescale set by the SG was problematic. At the time of the LAG meeting the fund was awaiting Ministerial approval.

### 7. Audit

2022/2023 Programme was awarded Reasonable Assurance: There is a generally sound system of governance, risk management and control in place. Some issues, non-compliance or scope for improvement were identified which may put at risk the achievement of objectives in the area audited.

The LAG thanked AH and JA for the work they had done on the Programme to achieve the assessment.

**Action:** AH and JA completing the detailed application register, as recommended within the audit.

### 8. SG Update

AH had discussed the CLLD Programme with Mairi Gougeon, Cabinet Secretary for Rural Affairs, Land Reform and Islands, at an event

### 9. AOCB

Rural Parliament Event, 1-3 November, Fort William

AMcD and AH might be attending. JMCM confirmed that he could possibly attend.

**Action:** JA to resend details of the event to LAG

## 10. Date of next meeting

Late November 2023, East Lothian

Agreed main agenda items for the next meeting: Finance, LAG Future and April LAG elections.

Meeting closed at 12:49pm



**Approved 30/11/2023**