

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

### **Local Action Group Meeting**

**30<sup>th</sup> November 2023, Fraser Centre, Tranent**

#### **Members In Person:**

A McDonald (Chair), A Hastie (Vice Chair), H Smith (Community - North Berwick Area Partnership), P Playfair (Independent/Business), C Brown (Third Sector), S Pettigrew (Edinburgh College), S Poole (Independent/Business),

#### **Members Virtual:**

D Bowen (MLC Elected Member)

#### **Members Apologies:**

J McMillan (ELC Elected Member), K Calvert (Independent/Business), Andrew Bayne-Jardine (Independent/Business)

#### **Observers Present:**

L Kelly (MC Community Planning Partnership Rep/Midlothian TSI), Louise Bluett (Volunteer EL),

#### **Observers Virtual:**

E Carmichael (EL Council ED) and A Watt (Midlothian Council ED)

#### **Observers Apologies:**

A Lang (Midlothian Council Group Service Manager) and D Govenlock (East Lothian Council Connecting Communities Manager)

#### **In Attendance**

J Adamson (CLLD Officer)

### **1. Welcome/ apologies**

AMcD welcomed everyone to the meeting

#### **1.1 Declaration of Interest and Quorum**

JA Confirmed the meeting was quorate.

SP declared an interest in item 6 Cooperation project

#### **1.2 Minutes of previous meeting (27<sup>th</sup> September 2023)**

Approved – JA to update for AMcD signature.

## Update:

AH and JA completed the application register as recommended within the audit.

Rural Event, East Lothian hadn't been arranged. Therefore £500 to be added back into the Tyne & Esk budget.

## 2. Governance

AH received correspondence from the Solicitors confirming the inclusion of the word 'Partnership' is acceptable under company law. It was agreed to change the name from Tyne & Esk Rural Communities Development Fund to Tyne & Esk Rural Partnership.

**Action:** AH/JA to change the approved Articles, etc to Tyne & Esk Rural Partnership. This is a legal name change should the LAG decide to incorporate as a company limited by guarantee in the future not Programme.

## 3. Project Update

Separate document given to the LAG and Observers with detailed update from projects. TECLLD34 West Barns Village Hall had withdrawn their application as they had not obtained a building warrant in the timescale the LAG had set. The LAG agreed that the capital grant would be transferred to other projects.

## 4. Youth LAG (YLAG)

The running costs for 9 months Tyne & Esk YLAG would be £46,000. This would need to be paid from the revenue budget, which was £90,000 and was allocated for grants in 2023-2024. Discussion regarding the costs and how T&E do not have enough available funds resulted in the following action being agreed.

Kelly McInnes, Northern Star, will have additional contracted hours awarded (possible 2 days) to have group meetings to discuss a plan B and write a report. This could be from having youth representatives on the LAG to a specified youth grant for organisations and young people to apply for. Schools, college, youth groups, Young Farmers and local Developing the Young Workforce should be invited.

The SG will be informed that there is not enough funds within the T&E budget for a dedicated YLAG in a similar format to other areas. If YLAGs are a requirement in the future additional finance will need to be made available from the SG.

**Action** JA to contact East Lothian Council Procurement to change the Northern Star contract.

The unallocated YLAG budget of £13,000 revenue would be transferred to other projects.

## 5. Budget

£167,600 was claimed by Tyne & Esk for the August – October 2023 SG Claim

### 5.1 Additional Capital Project Discussion

<b>Project Reference no.</b>		<b>TECLLD25</b>
<b>Project Title</b>		<b>Our Community Garden at Tynebank</b> Additional £4,321.76
<b>LAG Average Score out of 10</b>	<b>8.4</b>	<b>Approved</b>

<b>Project Reference no.</b>		<b>TECLLD27</b>
<b>Project Title</b>		<b>Venturing Out CIC – Increased Bike Provision</b> Additional £4,482
<b>LAG Average Score out of 10</b>	<b>8.5</b>	<b>Approved</b>

<b>Project Reference no.</b>		<b>TECLLD29</b>
<b>Project Title</b>		<b>Whatton Cottage Refurbishment</b> Additional £5,000
<b>LAG Average Score out of 10</b>	<b>8.5</b>	<b>Approved</b>

<b>Project Reference no.</b>		<b>TECLLD39</b>
<b>Project Title</b>		<b>IT to support training</b> Additional £5,000
<b>LAG Average Score out of 10</b>	<b>7</b>	The LAG agreed that further information and a visit to The Ridge were required

**Action JA to organise a site visit for LAG Members**

## 5.2 Underspend Allocation

All unallocated funds will be used for a Cost of Living Fund (CoLF).

Example: Revenue, £13,432: purchase food, nappies, milk formula, etc for pantries, etc  
Capital £12,611: Equipment ranging from pots and pans, air fryers and IT to assist the foodbanks/ pantries

**Action JA to contact the third sector and SP to confirm how the funds will be used. Separate application form to be created for the CoLF**

## 6. Collaboration Project

Email: [info@tyneesk.co.uk](mailto:info@tyneesk.co.uk)

Edinburgh College were awarded £14,900 from the SG Rural CLLD Collaboration Challenge Fund. Discussions have been had between SP and JA regarding administration and publicity requirements. Tyne & Esk had believed that the administration would have been undertaken by the SG. This is not the case. Tyne & Esk are to administrate the Fund on behalf of the SG.

**Action** SP will discuss training provision with LK and LB

## **7. SG Update and Rural Parliament**

JA had asked the SG and other CLLD areas who would be commenting on the Agriculture and Rural Communities Bill on behalf of the CLLD Programme. Other CLLD areas were not aware of the 40 day comment procedure once the Bill has been made public. SG were having a team meeting to discuss this.

AMcD gave an update on the Scottish Rural Parliament Conference, 1<sup>st</sup> – 2<sup>nd</sup> November 2023, Fort William. AMcD attended a meeting with other CLLD areas to discuss SG funding and the future.

Correspondence was received from the Scottish Government on 29/11 asking CLLD areas if they would like to request additional “revenue” funding, which is to be spent by 30/03/2024. The LAG agreed to request an additional £7,000, which will be used for the CoL Fund (Section 5.2)

**Action** JA to contact the SG to request additional finance.

## **8. Recruitment of LAG and Programme 2024-2025**

### **8.1 Recruitment of LAG Members and 8.2 Executive Committee Elections (April 2024)**

Following timeline was agreed:

#### Dec 2023

1. Current LAG Members to be asked if they will continue on the LAG
2. Skill Gap analysis of members to identify areas of need

#### 2024

#### January

Form recruiting new members will be put on the Tyne & Esk website. People can be requested to submit a LAG application and will also be advertised via social media

#### February

LAG assess LAG applications and invites sent out to successful applicants

#### March

Nominations for Executive LAG Members; Chair and Vice Chair. There will be a blind ballot with new Executive LAG being appointed in April

#### April

Late April within the LAG Meeting an election of new Executive Committee and LAG Members.

### 8.3 Programme 2024- 2025

It is anticipated that the CLLD Programme will have confirmation late December to early January regarding the 2024-2025 Programme. The following timescale will depend on SG communication and confirmation of the Programme having capital and revenue expenditure.

Dec 2023 – January 2024

Redevelopment of Application, Guidance and LAG Scoring mechanism. It is anticipated this will allow the application and scoring process to be more straightforward.

**Action** JA and HS to redevelop the application and guidance

1<sup>st</sup> March – 30<sup>th</sup> March

Pre Programme EoI

End April

LAG Meeting discuss EoI

May

Applications

June/ early July

LAG application meeting

### 9. AOCB

LK informed the LAG of the Midlothian Climate Action Hub. A Manager and two Community Officers have been employed. This is a three year project. East Lothian will have a similar Hub.

LK informed the LAG that Midlothian Voluntary Action will be conducting research into what funders are looking for and what the third sector are not doing. This will be able to link with the Collaboration Project.

### 10. Date of next meeting

Next LAG Meeting to be held on Thursday 22<sup>nd</sup> February 2024, via TEAMS.

Meeting closed at 2pm



**Approved 22/02/2024**