

Tyne & Esk Rural Communities Development Fund

Local Action Group Meeting

08 August 2023, The Steading, Rosewell

Members Present:

In person:

A McDonald (Chair), A Hastie (Vice Chair), H Smith (Community - North Berwick Area Partnership); S Pettigrew (Edinburgh College).

Virtual: S Poole (Independent/Business),

Members Apologies:

K Calvert (Independent/Business) P Playfair (Independent/Business), L Cooper (Scottish Enterprise), J McMillan (ELC Elected Member) A Bayne-Jardine (Independent/Business), C Brown (Third Sector); K Parry (Midlothian Elected Member)

Observers Present:

E Carmichael (East Lothian Council ED), L Kelly (MC Community Planning Partnership Rep/Midlothian TSI), T Redpath (East Lothian TSI); A Lang (Midlothian Council Group Service Manager) A Watt (Midlothian Council ED)

Observers Apologies:

D Govenlock (East Lothian Council Connecting Communities Manager)

In Attendance

J Adamson (CLLD Officer)

K McInnes (Northern Star) – Youth LAG Subject only

Youth LAG

AMcD welcomed everyone to the meeting and, following introductions, invited Kelly McInnes of Northern Star who were appointed to lead the work on development of a Youth LAG. KMCI gave an overview of their background and proposal to scope the development of a Tyne & Esk Youth LAG. They have a lot of experience working in East Lothian but would like a list of contacts for Midlothian and had already linked with Cairngorms and Scottish Borders to find how their YLAGs were working.

The biggest constraint they had identified was the timescale and they did not believe establishment of a Youth LAG/approval/disbursement of grants would be achievable in the time available. The issue of disempowering the YLAG by having no funding to disburse was raised. While the LAG appreciated that the timescale was tight (to meet SGov requirements) they may have to consider reallocating part of/all the ringfenced YLAG funding for grants to mainstream projects.

Email: info@tyneesk.co.uk

Discussion followed with key points:

- age ranges for YLAG – consensus to link with ie Young Scot/Duke of Edin or Saltire Awards/ Certificate in Participative Democracy
- child protection – need Safeguarding Policy (add to Risk Register) – **Action AH**
- possibility of sub-contracting to Youth Worker
- need to consider planning (not exam time/summer hols etc)

Action: It was agreed that Midlothian Reps would send contacts to JA/KMcI

AMcD thanked KMCI for her presentation and she left the meeting. AMcD called the meeting to business

1. Declaration of Interests and Quorum

AMcD explained process of D of Interests.

HS and LK declared interests in two of the Applications.

AH had no interests to declare but had knowledge of one organisation so would assume Observer (rather than Member) status for that Application and abstain from voting.

JA Confirmed the meeting was quorate. EC had been given approval by JMCM to vote on his behalf as had AW on behalf of KP. The Chair had been informed of the proxies by the Members prior to the meeting.

1.1 Minutes of previous meeting (26 April 2023)

Approved with amendments – JA to update for AMcD signature

2. Budget

JA had sent a report with the meeting papers and went through the budget. An early estimate of capital budget required had been submitted to the SG however when 64 Expressions of Interest had been received (only 1 ineligible) JA had gone back to the SG and the allocation to T&E was increased. Final grant allocations:

Revenue £90,000 (approved by LAG 26/04/2023)

Capital £150,000

JA thanked the Members for their hard work in scoring the 63 EoI's with 16 projects thereafter being invited to submit applications.

3. Project Applications

Members (apart from those declaring an interest in specific projects) had scored the applications against the set criteria with the aggregated Members' scores displayed on the screen.

AMcD and JA thanked the Members for the onerous task of scoring the 63 Expressions of Interest.

It was confirmed that the meeting was quorate throughout the decision making process.

Email: info@tyneesk.co.uk

Only one site visit had been achieved due to the short timescale however AMcD and AH confirmed that this had been beneficial and time should be factored into the process to enable this to happen for all projects where possible between the receipt of Applications and the LAG decision meeting. JA provided Members with answers to questions raised by the LAG.

Action: Further discussion regarding LAG Members decision making process and visits

St David's Bradbury Day Centre **TECLLD23** **Approved with Condition**

Midlothian
Activity Programme
Tyne & Esk Grant £10,000 Revenue

Project to be asked for an Events Programme and how they will assess the outcomes

Volunteer Centre Midlothian **TECLLD24** **Approved**

Midlothian
Rural Transform
Tyne & Esk Grant £9,458.93 Revenue

Our Community Kitchen East Lothian **TECLLD25** **Approved**

East Lothian
Growing food
Tyne & Esk Grant £10,000 Capital

The Haddington Bridge Centre Ltd **TECLLD26** **Approved with Condition**

East Lothian
Minibus Replacement
Tyne & Esk Grant £25,000 Capital

Tyne & Esk signage is to be put on the bus

Venturing Out CIC **TECLLD27** **Approved**

East Lothian
Venturing Out CIC - Increased Bike Provision
Tyne & Esk Grant £24,014.40 Capital

Questions to be asked:

How do they provide funded service? Do they provide free to families? £28 for all users or is there a reduced rate?

Tyne & Esk signage on Trailer

Note: HS declared an interest, did not score or vote

Lasswade High School PHAB Club **TECLLD28** **Approved**

Midlothian
Running Costs
Tyne & Esk Grant £1,000 Revenue

Question: How will they track outcomes?

Email: info@tyneesk.co.uk

To be signposted to MVA for help with outcomes and other advise

Lothian Mineworkers Convalescent Home Trust (Whatton Lodge) TECLLD29 **Approved with Conditions**

Whatton Lodge Cottage Upgrade

East Lothian

Tyne & Esk Grant £25,000 Capital

The LAG advice you to contact Volunteer East Lothian, Business Gateway and the Energy Saving Trust for advice with business plan structure and energy efficiency.

Note: JMc declared an interest, did not score

Rosewell Development Trust **TECLLD30** **Approved with Conditions**

Midlothian

The Steading Community Fridge and Shelves

Tyne & Esk Grant £8,600 Revenue

- The LAG have set the following outcome, which is to be shown in the Projects Final Claim: measurement of the volume of food that is taken from the fridge weekly.
- The LAG would like to know where the food will be purchased from e.g. local or value for money outlet?
-

Midlothian Sure Start **TECLLD31** **Approved with Conditions**

Company Limited by Guarantee

Covid recovery

Tyne & Esk Grant £10,000 Revenue

- The Project expenditure is for a Development Officer (17.5hrs). How will this post be advertised? With a start date of 14/8/2023 when would the worker start?
- Provision of further detail regarding the structure and delivery model of Kindergarten approach.
- Detailed expenditure of equipment costs
- The Project is a "pilot" and the LAG would like a final report detailing outcomes and if the concept will progress further.

Friends of Pencaitland Parks **TECLLD32** **Approved**

East Lothian

Friends of Pencaitland Parks - eBike Scheme

Tyne & Esk Grant £5,000 Capital £750 Revenue

The Fraser Centre Community Trust **TECLLD33** **Approved**

East Lothian

Meeting the needs of our Community

Tyne & Esk Grant £7,557 Capital and £3,331 Revenue

Application was for £10,889 capital expenditure. The Scottish Government regulations state that fixtures and fittings linked to the eligible project activity can be claimed as Capital. Items that are not "fixed assets" are considered revenue.

Resulting in your grant being:

Capital £7,557 (hand dryers and Dolby Accessibility Solution)

Email: info@tyneesk.co.uk

Revenue £3,331 (Furniture)
Total Grant approved £10,889

West Barns Hall Club **TECLLD34** **Approved with Condition**

East Lothian
Warmer Windows
Tyne & Esk Grant £15,000 Capital

The Project must have a Planning/ Building Warrant by 1st December 2023

AVIATION PRESERVATION SOCIETY, SCOTLAND SCIO (APSS) **TECLLD35** **Declined**

East Lothian
LEARNING AND TEACHING HUB

The LAG liked the concept and innovation of the project but without ownership of the facility and a building warrant they could not approve the Project. If the Society were in the position to have ownership and a building warrant for the 2024/2025 Tyne & Esk Fund the LAG would encourage you to reapply

Note: EC abstained from voting

Heavy Sound CIC **TECLLD36** **Approved**

East Lothian
The Crib
Tyne & Esk Grant £10,000 Revenue

Rosemains Steading **TECLLD37** **Approved**

Midlothian
Support and Facilitate Growth for a Rural Collaborative Business Community
Tyne & Esk Grant £10,000 Revenue

- CIC Documentation Registration to be given to CLLD Project Officer

Dalkeith & District Citizens Advice Bureau **TECLLD38** **Declined**

Midlothian
MAVIS (Mobile Advice Vehicle and Information Services)

The need for the mobile service was not shown. Within the application CAB outreach is happening without the need of a vehicle. The collation of Midlothian services would allow the legacy and funding to of went further.

Note: AH abstained from voting

SP (LAG Member) left the meeting at 2pm. Meeting was still quorate.

AL (Observer) left the meeting at 2pm.

Allocation: Revenue £63,139.93 (£26,860.07 remaining) and Capital £111,571.40 (£38,428.60 remaining)

14 Projects Approved and 2 Projects Declined

3 Website

It was agreed that some refinements to the EoI and Application process should be made including a Value for Money score. It was felt that a FAQ on the website would be helpful to applicants together again with more clarity on the application form questions and guidance on EoI's.

Action: All to contribute ideas/suggested wording for consideration

LK (Observer) left the meeting at 2:40pm

4 Budget

Action: AMcD, AH and JA to schedule a meeting to discuss the meeting outcomes and agree the wording of the letters to all the Projects. Consideration to be given to any underspend/process for allocation.

5 Audit update

JA advised that the ELC Auditor would be meeting with Exec to discuss report. He had been impressed with the monitoring visits (2022-2023 projects).

6 Project Officer

EC updated on the position with JA's contract. ELC will extend the contract; the exact period to be decided. AH to write to Scottish Government to ask for an update on the programme funding to enable ELC to set the extension date. At the moment the programme is until the end of March however there has been an indication that it will continue for another year and confirmation of this would be welcomed.

There was a discussion on access to the LAG files and correspondence. It was noted that JA as an ELC employee was required to use the ELC systems and comply with acceptable use policies, etc. AH had previously indicated that Scottish Government were looking at using the system used by LEADER (LARKS) which would resolve this. Meantime the website includes information for the LAG. AH and AM suggested that the Gmail account be Bcc'd into correspondence with grantees to ensure that the LAG had access to the key information. A further discussion to be had on this.

Action: AMcD/AH

7 AOCB

Unfortunately, the meeting ran out of time to discuss the final draft of the Articles of Association which had been received from the lawyers in June.

Action – all Members to read/provide comments to the Exec by the end of August.

The meeting closed at 3pm with those present invited to tour the premises.

Date of next meeting TBC, East Lothian area (the TV screen for hybrid attendance worked well so need similar facility).



Approved 27/09/2023