



Scottish Rural  
Development  
Programme



**TYNE ESK LAG MEETING MINUTES**  
20<sup>th</sup> June 2017, 09:30 – 11.45am  
Fairfield House, Dalkeith, EH22 3AA

**Members present**

Anne Hastie (AH), Private Individual, LAG Vice Chair  
Hilary Smith (HS), North Berwick Community Council, LAG member  
Alexandra Duncan (AD), SWRI, LAG member  
Karen Calvert (KCa), Papermill Restaurant, LAG member  
Yvonne Stoddart (YS), STRIVE, LAG member  
Cheryl Brown (CB), Midlothian Sure Start, LAG member  
Kerry Clark (KCI), NFU Scotland, LAG member

**In attendance**

Susan Smith (SS), East Lothian Council Economic Development, LAG Observer  
Angela Lamont (AL), Leader Project Officer, Leader Team  
Dawne Milligan (DM), Leader Finance Support Officer, Leader Team  
Neil Ramsay (NR), Leader Co-ordinator, Leader Team  
John Anzani (JA), Midlothian Council Economic Development, Accountable Body

**Apologies**

Andrew McDonald (AM), Edinburgh Butterfly World, LAG Chair  
Alasdair Mathers, Midlothian Community Planning Partnership, LAG Observer  
Pam Ralston, Skills Development Scotland, LAG member  
Frank Beattie, Scottish Enterprise, LAG member  
Douglas Reynolds (DR), Bolton Steading Residents Association, LAG member

<p><b>Welcome and apologies</b> AH welcomed everyone to the meeting and declared the meeting quorate.</p> <p>Apologies were noted as above.</p>	
<p><b>1. Matters arising</b> None</p> <p><b>2. Feedback on Scottish Government developments</b> NR reported that the change request to the Local Development Strategy to increase the staffing of the Tyne Esk team that was submitted to the Scottish Government was approved on May 25<sup>th</sup>.</p> <p>NR also reported that the Co-ordinators' meetings had been overhauled and were now known as the Scottish LEADER Staff Group. The most recent meeting of this had taken place on the 11<sup>th</sup> May. There were no announcements from the Scottish Government at the</p>	



meeting but NR noted that the new Scottish LEADER Staff Group was formalising and had appointed a Chair and two Vice Chairs.

**3. Update on:**

**3.1 Programme Issues**

**3.1.1 Recruitment**

AH reported that there were 19 applicants who applied for the Support Assistant role and 13 for the Project Officer role. AH, JA and NR met to shortlist the applicants and decided to interview 4 candidates for each position.

The interviewees were of a very high quality and AH, JA and NR were very happy that the chosen candidates would perform well in the roles.

The successful applicants have accepted the post of Support Assistant and the Project Officer role. The Project Officer will start in August 2017, whilst the Support Assistant will start in July 2017.

**3.1.2 LAG Member Applications**

The LAG discussed the applications and skills matrix of each prospective LAG member in turn. It was felt that their skills would complement those already on the LAG and that a number of gaps would be filled. The LAG formally approved the applications from the following candidates:

Ann Southwood, Newbattle Abbey College

East Lothian: Simon Poole, Jerba Campervans

Councillor Russell Imrie, Midlothian Council (newly elected)

Councillor John McMillan, East Lothian Council.

The business plan states that a maximum of 16 members are allowed on the LAG and it was noted that these additions brings the number of members of the LAG to 15.

The LAG discussed the website and how useful it was to the LAG members. It was felt that it would be used more if the LAG papers were published on the website more regularly and if there were more information on it. The LAG wanted to see another layer of folders on the LAG Documents page so that other papers of use to the LAG, such as Governance, could be stored alongside the current

NR to contact developer



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meeting papers. NR to ask website developer to action this modification to the website.

### 3.1.3 Project Issues

KCa reported that The Papermill has had planning issues with parking difficulties being a possible problem in gaining planning consent. The planning application has been withdrawn for the time being and will submit a change request to extend the milestones for the project once the project conditions have been met.

It was reported that Redhouse Nurseries have had planning delays for the cafe but it was not thought that these were insurmountable.

NR noted that Jerba Campervans had to put in an unexpected application for planning to move a bund on their property, which was subject to an historic planning obligation that they had not been informed of when buying the property. There has, therefore, been a delay in that project of a few months.

## 4 Assess Applications

### 4.1 Track 2 Train

This project is to redevelop a derelict building next to Newtongrange Train Station to be turned into a cafe and restaurant with office spaces for rent upstairs. A planning application was submitted in April but has not yet been granted and the lease for the building which is owned by Scotrail is not yet in place.

It was noted that there are there are few letters of support from the community, although it was felt that the letter of support from the Community Council showed important local support. The technical check had noted the lack of letters of support and the LAG agreed that more should be sought.

The LAG felt that the project could make a significant difference to the train station area providing amenities such as toilets and shelter to travellers as well as selling food and drink. It was also felt that there was a strong need for office space in the area and that the two additional offices would benefit business development. The LAG were also strongly in favour of the project as a means to help rehabilitate people with convictions and help steer people at risk of convictions towards work and away from crime. It was noted that people with convictions are already in rural communities like Newtongrange and that this project is a means to address this.

The LAG voted unanimously in favour of awarding a grant to the project of



£176,876.00 subject to specific conditions. It was noted that the project had not yet received confirmation of all match funding and so the LAG would only be able to provide a Decision in Principle until the match evidence was supplied and then provide an Offer of Grant once the match has been secured.

The LAG overall score for the project was 7 which will be entered onto LARCS.

The conditions applied to this grant by the Tyne Esk LEADER Local Action Group are:

1. Written confirmation provided of all match funding for the project costs.
2. The provision of a risk management and succession plan including details of the personnel involved from Apex Scotland.Risk Management/Succession Planning from APEX Scotland
3. The provision of a marketing and communications plan showing how the target markets for the new services will be engaged and how the applicant will communicate the involvement of people with convictions in the project.
4. Written confirmation provided from Track 2 Train Ltd that the facility will be used for the purposes of training people with convictions or at risk of convictions for a minimum of five years from the date of project completion.
5. The provision of an additional two letters of support for the project from local organisations.
6. The provision and adoption of an equality policy.

#### 4.2 NB Gin

HS declared knowing the applicants on a personal basis as they are residents of North Berwick where HS is Chair of the Community Council. HS said she felt there was no conflict of interest as she would not benefit in any way from an award being made or not being made. The LAG discussed this and agreed that there was no conflict of interest for the same reason. The LAG also noted that the LAG membership was chosen for their skills and their knowledge of the area and that it is a benefit to the LAG that the members are well connected.

This project is to fund the fit out of a gin distillery visitor's centre so that the business can give gin tours and an enhanced tasting experience. It was noted that the applicants have moved to new premises on Halfland Barns where they are planning to build a bespoke distillery with space for tours and tasting. The applicant's intention is for the tours to be of a very high quality and for it to be a high end tourist experience and the maximum of



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12 people will be able to have the experience.

The LAG discussed the project and noted the large number of letters of support for the business to develop at Halfland Barns including from the East Lothian Food and Drink Business Improvement District.. It was also felt that this was a good opportunity to add value to the Halfland Barns businesses where there are a growing number of high end businesses that could benefit each other from additional footfall.

There was some discussion about the high costs of some individual items in the project and NR reported that it had been included in the technical check simply as an acknowledgement of this but that he was satisfied there was sufficient justification as the facility would be to such a high quality. The LAG agreed with this and felt that the distillery would be a spectacular high end visitor attraction and so costs of fitting out would inevitable be more than for a lower end facility such as a hostel.

The LAG voted unanimously in favour of awarding a grant to the project of £20,693.23 subject to specific conditions.

The LAG overall score for the project was 7 which will be entered onto LARCS.

The Grant was approved by the LAG subject to standard conditions.

##### 5 AOB

NR updated the LAG on his discussions with the Scottish Borders LAG regarding a co-operation project involving improving strategic path links between the two LAG areas. While the LAG had agreed at the last meeting to pay for some preparation costs for an application such as planning routes, costings and negotiating with landowners, NR reported that the Scottish Borders had no room in their admin budget for a similar cost. NR asked if the LAG would be happy for these costs to come fully from Tyne Esk LEADER but that the intervention rate be adjusted in order that Tyne Esk pays less of the project costs to accommodate the additional initial outlay. The LAG were happy with this approach and approved it.

NR reported on a visit to Angus LEADER with regards to crowd funding where Angus Council's Economic Development team have commissioned a bespoke crowdfunding platform and support local groups and businesses to upload crowdfunding appeals and maximise their likelihood of success. NR reported that the other LAGs in attendance were very keen on this and that a crowd funding co-operation project with 6 other LAGS working together to support communities and businesses to raise capital is likely. NR is writing a proposal for the project and will clarify what the LAG will be paying for.



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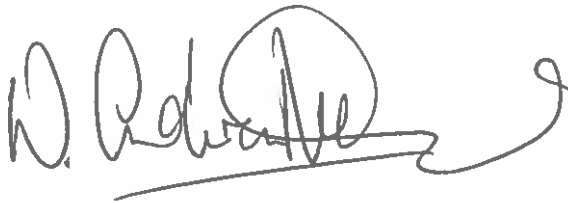


<p>KCI reported that she will soon be going on maternity leave and so will not be able to attend LAG meetings for the foreseeable future. She also mentioned that there is no capacity in NFUS for someone else to join the LAG in the interim. The LAG felt that as it is near capacity now there was no immediate need to replace Kerry but that, if she identifies anyone that would be suitable then she should just ask them to fill in the application form and skills matrix to send to NR directly.</p>	<p><b>NR to send KCI the skills matrix and application form for LAG membership</b></p>
<p><b>6 Finish – Date of next meeting</b> 10th August 2017 venue TBC</p>	

**Actions**

**NR to contact developer**

**NR to send KCI the skills matrix and application form for LAG membership**

  
10/8/17