

Argyll and the Islands LEADER Local Action Group Meeting
Helensburgh Civic Centre, Helensburgh
Thursday 27TH October 2016 at 10.30 AM – 1:00PM

MINUTE OF MEETING

LAG Attendance

Iain MacInness (Chair)	Cowal Area Network (non-public)
Stuart Shaw	Scottish Natural Heritage (public)
Gordon Gray Stephens	Community Woodlands Assoc. (non-public)
Arlene Cullum	Argyll & Bute Council (public)
Ian Johnston	Kintyre Cultural Forum (non-public)
Colin McLean	HIE (public)
Reeni Kennedy Boyle	Fyne Futures (non-public)
Lucy Sumsion	NFU Scotland (non-public)
Stewart MacLennan	MacLennan Motors (non-public)
Gillian Simpson	Third Sector Interface (non-public)

LAG Apologies

David Adam McGilp	Visit Scotland (public)
Hannah Robinson	LLTNP (public)
Marina Curran Colthart	Argyll & Bute Local Biodiversity Partnership (public)
Alastair Fleming	Scottish Islands federation (non-public)
Alison McGrory	NHS (public)
John Urquhart	HADAT (non-public)

In Attendance

Colin Fulcher	Strategic Co-ordinator
Ishabel Bremner	Argyll & Bute Council (Accountable Body)
Mary Louise Howat	Argyll & Bute Council (Accountable Body)
Kirsty Moyes	Development Officer
Kwasi Addo	Development Officer
Dorothy Middleton	Compliance Officer (minutes)

1) **Welcome and Introductions , Sederunt / Apologies**

1.1 Welcome

I MacInnes welcomed all to the October meeting and opened the meeting at 10:40. He asked all to be aware of the pressure the LEADER team had been under in the last few weeks and thanked the team on behalf of LAG members for their input to pull everything together.

Two applications were being discussed today with a further 14 possible applications coming to the LAG meeting on the 10th November. Today would be a check on the timescale for future LAG meetings.

1.2 Introductions

I MacInness introduced himself and asked the group to introduce themselves to the LAG members.

1.3 Sederunt and Apologies

CF thanked everyone for their attendance and explained how crucial it was at a decision making meeting to obtain a quorate. More than 5 members were in attendance (10 members in attendance) with no more than 49% from the public sector (30% public attendance).

Attendance and apologies were noted as above.

2) **Declarations of Interest**

2 people had declared an interest in one of the applications. It was agreed that these members would leave the meeting at the appropriate time.

CF reminded LAG members that a risk register was available as in the previous programme, and encouraged LAG members to contact him before the LAG meetings if they considered themselves to have an interest in any of the applications brought forward.

It was agreed that the risk register would be attached when applications are being sent out for scoring.

3) **Minutes of previous meetings (7th July 2016)**

Action

No points were raised

Decision

Taking into account all amendments:-

Minutes were proposed by Ian Johnson

Minutes were seconded by Gordon Gray Stephens

Minutes were signed by Iain MacInnes



4) Matters arising

4.1 Co-operation guidance update

The Scottish Government have been approached for procedures and guidance for Co-operative projects. There is an obvious demand for these projects as the LEADER team have already received expression of interest relating to this. SG have advised LAGs to wait until guidance and procedures have been issued.

4.2 E-mail Approval Update – Removal of SBSS Upper Limit

12 members voted all in favour, 42% public, quorum met

4.3 E-mail Approval Update – Second Applications Round Proposal

5 members voted all in favour, 40% public, quorum met

4.4 E-mail Approval Update – Memorandum of Understanding, Terms of reference, Rules of procedure

5 members voted all in favour, 42% public, quorum met

It was agreed this was a good way of consulting members on operational matters that cannot be held until the next meeting, it was suggested highlighting “URGENT” in the subject matter of the e-mail would show the importance of attending to the matter urgently.

5) Progress reports

5.1 Co-ordinator’s Report

5.1.1 Future Timeline

The SG have advised that all contracts signed by both parties prior to the UK Government's Autumn Budget statement (23/11/16) will be honoured. We will then need to wait for an SG response to that statement and it is anticipated that this will be available by early 2017.

The UK Chancellor at the Rural Parliament Event has stated that Pillar 2 funds will be honoured to the date that the UK leaves Europe, nothing has been received in writing as yet.

Pressure was put on the SG at the recent co-ordinators meeting, they could not confirm this as they had received nothing in writing.

Once a response has been received a timeline for applications rounds will be set. It was agreed that an EOI deadline be added to ensure deadlines are met. It is anticipated that the meeting dates be similar to the last programme and LAG meetings will be every quarter, it has been obvious this time round that more time is needed for pre LAG checks and this will be taken into account when arranging future timelines.

ML Howat left the meeting at 11:15.



5.1.2 Future LAG Decision Making Structure

20 Applications were received to date on Friday 14th October. Of this 14 will be coming forward to the LAG Meeting on Thursday 10th November for consideration.

In order to process this amount in one LAG Meeting it was suggested the following for each application:

- 5 minute summary by SC/DO
- 10 minute discussion by Members
- If no decision after 10 mins, vote.

For audit purposes an explanation of why the group have approved/declined the project being scored is required. It was agreed to add a comment box on the future score sheets.

The LAG members agreed to extend the time of the LAG meeting starting at 10:00 and closing no later than 16:00 to allow more time to discuss applications. It was agreed in general to stick to the 15mins per application, if no decision were made within this time the application would be heard again at the end of the meeting.

CF will look into LARCS training sessions to all LAG members before the March meeting, this may be possible with Webinar.

5.2 Accountable Body Report

5.2.1 EU Exit Update

IB is attending an Accountable Body Meeting on 8th November in Dalkeith. Any LAG member wishing anything raised at this meeting can e-mail IB with their enquiry.

The main concerns from the AB is the financial risk of awarding grants before a response is received following the UK Autumn Statement. A

The council has responded to the SG on the EU exit, detailing the affects it will have on Argyll and Bute Council (link below).

<https://www.argyll-bute.gov.uk/moderngov/ieListDocuments.aspx?CId=257&MId=7212&Ver=4>



6) Consideration of Applications

SS and AC declared an interest in the application and left the meeting. 8 Members remained in the room 7 Non-public, 1 public. Quorum still met.

6.1 – 04/P00004 - Argyll and the Isles Coast and Countryside Trust - ACT Hubs

Scoring submitted prior to meeting			
Average Score	Number Scoring	High	Low
33	11	39	23

Members felt that this project shows good potential for capacity building of community groups, with the benefit of bringing added income into the community. The project also has potential for regional spread.

After much discussion the Chair asked members to vote in order to decide the outcome of this application

Of the 8 Members in attendance 7 voted in favour with 1 against.

APPROVED

SS and AC re-joined the meeting

6.2 – 04/P00005 Arran Theatre and Arts Trust – Arts Co-ordinator & Finance Officer

Average Score	Number Scoring	Range	
		High	Low
32	12	41	23

Members felt that this project will further enhance the Arran Brand and will benefit the local community and visitors alike.

APPROVED by all members

7) AOCB / Date and location of next meeting

CF explained that the Arran Theatre and Arts Trust application had been selected by the Scottish Government as a pre-approval check. They had picked up on a couple of minor points all of which had been addressed before today's consideration. Overall they were pleased with the processes set in place to check applications and praised the LAG for this. He explained that 100% of Accountable body applications would be checked.

CF gave a quick overview of the LARCS system, SG have explained that the system is compliant with audit. CF asked members to contact the office if they were having any difficulty with the system.

CF Confirmed that date for returning score sheets for the next meeting would be:



1st batch – 4th November

2nd batch – 9th November

The next meeting will take place on Thursday 10th November 16, in the Corran Halls, Oban, it was agreed the start time of the meeting be changed to 10:00 to accommodate the amount of applications being accessed.

I MacInness thanked everyone for their attendance and input to the meeting and closed the meeting at 12:50.

(Lunch)

Signed _____ date _____

