



**Scottish Rural  
Development  
Programme**

**ANGUS COMMUNITY-LED LOCAL DEVELOPMENT PROGRAMME  
Integrated Local Development Strategy**

**Angus LAG Meeting  
Meeting Room 1.3 Angus House, Orchardbank, Forfar  
7<sup>th</sup> September 2016  
09.30am – 15.00pm  
Minute of Meeting**

**Present:**

Gill Lawrie (GL) (Chair) Angus Countryside Initiative  
Alison Smith, (AS)(Vice Chair ) Service Manager (Economic Development),(Public)-Angus Council  
Douglas Pond (DP) (Vice Chair) Friockheim & District Community Council  
Jenny Adamson (JA)Angus Glens Community Broadband Cooperative  
Mark Cessford (MC) Montrose Community Council  
Graham Galloway (GG) DD8 Music  
David Valentine (DV) Dundee & Angus Chamber of Commerce  
Jeremy Parker (JP)NFU Scotland  
Hugh Campbell Adamson, (HCA) Scottish Land & Estates  
Gina Ford (GF) (Public) - Scottish Enterprise  
Mike Strachan (MS), (Public) - Forestry Commission Scotland  
Veronica Lynch (VL), (Public) - Dundee & Angus College

**Attending:**

Shelley Hague (SH) Business Manager (Funding, Policy & Projects),(Public) - Angus Council

**In Attendance:**

David Tollick (DT) Angus LEADER/EMFF Coordinator  
Angela McMillan (AMC) Angus LEADER/EMFF Clerical Officer

**Apologies**

Bruce Thomson (BT) Angus LEADER/EMFF Financial Officer  
Kim Ritchie (KR) Angus LEADER/EMFF Assistant Coordinator  
Graham Hewitson (GH) Service Manager (Communities),(Public)-Angus Council  
Bill Sturrock (BS) Brechin & Area Partnership  
Bill McLeod (BMCL)Federation of Small Businesses  
Jim Clarkson (JC)Public - Visit Scotland  
Jenni Brown (JB) Kirriemuir Community  
Charles Goodall (CG) Care about Angus

## 1. Welcome & Apologies

### Apologies

Bill McLeod, Jenni Brown, Graham Hewitson, Bill Sturrock, Charles Goodall

GL welcomed everyone to the meeting and thanked them for coming and introduced new members Jeremy Parker and Hugh Campbell Adamson.

Angus LAG's quorum is a simple majority of the registered members – this is met since 13/of 19 are present. The public/private balance of members attending is 9/4, which is within the regulatory balance of a maximum of 49% public. Where the quorum and balance is affected by departures from the meeting, this is recorded below.

VL Discussed correspondences between herself and DT in regards to Dundee and Angus College status whether they are a Private or Public body. DT agreed to ask for Scottish Government approval to allow Dundee and Angus College to be classed as a Private body.

GL advised the group that item 5 BREXIT would now take place before item 2.

## 2. Brexit

DT confirmed that the LAG had all been sent the letter ref. the Chancellor's Autumn Statement, due 23<sup>rd</sup> November. The LAG agreed that the letter allowed them to approve funding even if projects extended to December 2020 (ie the whole of the original programme period), **provided both parties were contracted to any award before the Autumn statement.**

## 3. Application assessment

GL Fast Track Application for noting

- Youth Cooperation Preparation were awarded £2000.00
- Rural advise Feasibility Study – In process out with the assessors looking for £4000.00

### For decision

For each application, it was agreed that declarations of interest would be made after the verbal introduction for each project, before the LAG discussed the assessment reports.

## **Ashbrook Nursery**

Gill Lawrie declared an interest (the applicants are personal friends) and before leaving the meeting, asked that another LAG member took the chair. This was agreed to be Dougie Pond, one of the depute chairs.

In GL's absence it was confirmed by DT that the meeting was still quorate and balanced.

The chair asked each of the five assessors to summarise their findings, which led to the following discussions.

It was agreed that the decision of the LAG in connection with the Cabinet Secretary's letter allowed the whole of this application to be funded.

The meeting noted that this was a substantial award to a private business. The meeting agreed that the applicant business was eligible, that this LEADER period was intended to be more focussed on business outcomes, and that the checks done on the project evidenced that the amount requested was a genuine funding gap for this project.

Assessors noted that there was clear commitment to wider community activities from the applicant, and the business seemed to have a loyal customer base and was held in good regard by its community customers.

It was queried whether this was a profitable business whose future was in danger without a LEADER award. DT reported that although the business was not in danger, this project was seen as a necessary development to support the business' longer-term future, by developing its unique selling points, and that ten posts, a mixture of full and part-time were employed.

The issue of business succession did not seem conclusive, with members unclear about the recipients of the business should the owners retire. It was agreed to request a clarification of the succession plan, to the satisfaction of those who five who assessed it, as a condition of the award.

The LAG wanted to clarify what security there was if the business subsequently failed and/or the property was sold on. DT reported that there are standard conditions of award for all LEADER grants provided by the Scottish Government, securing the use of the award for a minimum of five years from the date of the last grant claim by the applicant. This includes protection of heritable assets.

The chair asked the meeting to approve the recommendation in the report, with the attached conditions, adding a further condition in relation to succession planning, as worded above; the meeting agreed the recommendation and conditions unanimously, on a show of hands.

## **Auchlishie Bunkhouse**

Gill Lawrie was recalled to the meeting and took the chair from DP.

Jeremy Parker declared an interest (the applicant is a members of NFUS). It was agreed by the LAG that this was not a close enough interest to affect JP's participation in decisions, and that a number of LAG members were attached to membership organisations, but were expected act independently, and not just to represent individual members of their organisation at the LAG.

It was confirmed by DT that the meeting was still quorate and balanced.

The chair asked each of the five assessors to summarise their findings, which led to the following discussions.

The LAG were interested to hear about the mortgage element of the match funding which was a considerable burden on the applicant, and also in light of the recent attempt to sell the property, which was not reported by the applicant. It was agreed that an important aspect was the assurance that the match funding was available and ring-fenced for this application. DT reported that there was documentary evidence, although it was a condition of the recommended award that the loan offer expiry date be reviewed. DT reported that several members had asked about the recent attempt to sell. DT confirmed this had been raised with the applicant shortly before the meeting, who reported that it was withdrawn for sale in February following the return to the area of Mr. and Mrs. Heyler's son, and a family decision to develop business at Auchlishie rather than to move.

The meeting queried the projected business that was to be attracted, and the levels of demand evidenced from dated events information. Generally assessors felt that business projects were fair, and that the applicant had a significant existing market in equine activities with bunk-house demand, and potential market for other bunkhouse demand from developing non-equine users.

There was interest in the design, and whether or not it was flexible and adaptable for future expansion. DT reported that the applicant's architect was experienced in dealing with planning permission, and was keen to have designs approved within the planning framework, rather than to set any hare's running about creating a launch-pad for piecemeal development. It was noted that the barn-like building was likely to be of suitable appearance for the farm's setting.

It was confirmed that the costs were based on recent QS/Architect estimates rather than quotes to deliver the project. DT confirmed that grant was paid in arrears for expenditure incurred up to the value of the award, not on estimates made, with a minimum 10% retention of award until the project is completed.

Planning permission was confirmed to the meeting, with the applicant intending to apply for building warrant on securing a full funding package.

The assurance of community access and community benefit was queried, in that some of this seemed to only be intentions, rather than measurable commitments. I was agreed that a commitment to secure wider community interest should be further detailed, to assure access to booking the bunkhouse for third parties, and to establish the community management committee within the life of the LEADER project; this should be discussed further with the LEADER team.

It was confirmed that the applicant is Alinco Farms, and that this is a partnership of Mr. and Mrs. Heyler, who also run two related small businesses on the site, Auchlishie Livery and Auchlishie eventing.

The chair asked if there is any reason why the LAG should not agree the recommendation and attached conditions; the meeting agreed the recommendation and conditions without a vote.

### **Artisan Tea**

No declarations of interest were made

It was confirmed by DT that the meeting was still quorate and balanced.

It was agreed that the decision of the LAG in connection with the Cabinet Secretary's letter allowed the whole of this application to be funded.

The chair asked each of the five assessors to summarise their findings, which led to the following discussions.

The LAG asked for clarification of the split between cooperating LAGs and how this would work, and why Angus is the lead LAG, and what happens if one of the nine gardens withdraws in future. It was agreed that any award would be conditional on the approval of the other LAGs and of the Scottish Government. DT reported that both other LAGs would be formally contacted for their approvals. Angus was the lead LAG simply because the lead for the applicant lived near Forfar. It was confirmed that the applicant is a partnership, who are obliged to deliver across nine sites, and that any variations to the applicant's plans need to be approved through a formal change-request process – this is part of the terms and conditions of LEADER awards generally.

Although one assessor had strong reservations about the project, the other assessors did not share these concerns, were very supportive about the innovative potential and feasibility of the project and, while recognising the risks in innovation, noted the relatively modest sums to be awarded from Angus, and were keen to approve the project.

The chair asked is there any reason why the LAG should not agree the recommendation and attached conditions; the meeting agreed the recommendation and conditions without a vote.

## **General**

HCA asked for further application information provided to LAG members who were not assessors. DT agreed to review this for next meeting and provide more information as appropriate

### **4. Minutes of last meeting and matters Arising**

GL asked if there was any need for any correction to the June 2016 minutes  
MC proposed and MS seconded the June 2016 minutes.

## **Matters arising**

Page 2 item 5 Governance and Operational Issues

VL Asked if we had found anyone from Health and social Care to join the LAG as she may have someone interested AS also has someone interested, DT to get their names and contact them.

Page 3 Skills and knowledge still waiting on 2 Lag members to send back these.  
Angie to contact these members.

Assessment training – Jeremy has now had his training and Charles and Hugh are booked to attend on the 11<sup>th</sup> October 2016.

Page 4 Friockheim update – one of the conditions they are waiting on Angus council to confirm the asset transfer. Few questions waiting to be answered by Angus council SH to chase Angus council

### **5. Budget**

No issues DT confirmed only running costs are being claimed at the moment.

### **6. Governance & Operational Issues**

Membership – VAA membership – still on the list but due to lack of attendance LAG agreed to remove them from the LAG

Jenni Brown – Need to ask her but she has recently taken up Chair of the community council in Kirriemuir LAG agreed

LARC's – DT gave a brief overview of the system. Application so far are being loaded into LARC's Dougie Pond is coming in for training.

JA asked to be excused, and left the meeting

The meeting is still quorate and balanced

GL had raised the issue when we sent the secure file link that Assessor are not downloading the file before the 14 day deadline and asked if it was possible for the project information to be send on to a data stick

AS confirmed we would not be able to do this with the Angus council system as the data sticks would be encrypted and would be an impossible and time consuming job to do.

## **7. Monitoring & Evaluation**

EOI –

Short term – Low cost Projects

Farm Shop Development – Fresh food express services

Agricultural – Black Agri Services

Campsite

LAG Just want the LEADER team to continue business as usual regardless of the BREXIT when it comes to assessing the timescale of projects.

**SG monitoring report** – DT confirmed to the LAG that we received a green audit with a few conditions to complete these need to be completed by end of September.

## **8. Animation, Networking and Communication**

**Website** - LAG agreed we should continue developing the Website.

**European Rural Parliament** – Unfortunately Bill Sturrock was absent from the meeting

**Scottish Government issues** – GL has concerns regarding this group there are 3 groups that seem to operate independently 1, Chair 2, Accountable Body, 3 LEADER coordinators and looking to the future she will push to have a joint meeting.

## **9. SRP Update**

6<sup>th</sup> – 8<sup>th</sup> October in Brechin AS will be attending a meeting on the 9<sup>th</sup> September 2016 last meeting was cancelled due to no SRDP members being available.

AS confirmed there will be a lot going

- Launch of the national innovator award so they are pushing for application
- Photography competitions

Manifesto will be out this week

AS to do a summary of the programme and send it to the LAG

## **10. NESFLAG Update**

SH advised that she had undertaken training on the Marine Scotland Management system and found it to be much easier than the new LARC's system

PAC is looking for new member to join the FLAG & PAC Mark Cessford will be attending the next meeting later this month.

They have 2 applications approved

With the new ruling on project end date it was decided that more money would be made available to the Angus Area

There are 3 projects in the pipeline for Angus

- Montrose pier
- Arbroath restaurant
- Monifeith/ Carnoustie

SH to circulate the NESFLAG priorities

## **11. Any other competent business**

MC wondered if there were any other people that we should be looking into joining the LAG ie, financial....

GL feels that we have a reasonable financial group of the people already on the LAG

HCA is concerned that if we bring in a financial person that they would undermine the LEADER team

GL to look at the skills matrix with David to see where there are gaps in the knowledge.

## **12. Date of next meeting**

- 7<sup>th</sup> December 2016.

To be held at Angus House Forfar

## LAG Members

Bill McLeod	Federation of Small Business
Bill Sturrock	Brechin and Area partnership
Charles Goodall	Care about Angus
David Valentine	Dundee and Angus Chamber of Commerce
Douglas Pond	Friockheim Community Council
Gill Lawrie (Chair)	Angus Countryside initiative
Graham Galloway	DD8 Music
Hugh Campbell Adamson	Scottish Land and Estate
Jennie Brown	Kirriemuir Community Council
Jenny Adamson	Angus Glen Broadband
Jeremy Parker	NFU Scotland
Mark Cessford	Montrose Community Council
Veronica Lynch	Public - College
Alison Smith	Public - Council
Graham Hewitson	Public - Council
Shelley Hague	Public – Council (Accountable Body)
Mike Strachan	Public – Forestry Commission
Gina Ford	Public – Scottish Enterprise
Jim Clarkson/Lynn Hamilton	Public – Visit Scotland