



**Scottish Rural  
Development  
Programme**

**Angus LAG Meeting  
6<sup>th</sup> December 2017**

**Room A St Margarets House, Orchardbank Business Park, Forfar  
Draft Minute of Meeting**

**Present:**

**Private Sector:**

Douglas Pond (DP) (Chair) - Friockheim & District Community Council  
Graham Galloway (GG) - DD8 Music  
Gill Lawrie (GL) – Rural Leadership Group & Angus LAG  
Jenny Adamson (JA) - Individual (previously Angus Glens Community Broadband Cooperative)  
Lol Scragg (LS) – Dundee and Angus College  
Mark Cessford (MS) – Montrose Community Council

**Public Sector:**

Alison Smith, AS (Vice Chair) Service Manager (Economic Development) - Angus Council  
Gina Ford (GF) - Scottish Enterprise  
Mike Strachan (MS) - Forestry Commission Scotland

**In Attendance:**

David Tollick (DT) Angus LEADER/EMFF Coordinator  
Kim Ritchie (KR) – Angus LEADER/EMFF Assistant Coordinator  
Emilie Lindbladh (EL) Student Placement

## **1 Welcome & Apologies**

DP welcomed everyone to the meeting and introduced Lol Scragg replacement from Dundee and Angus College to the group. All members gave a brief introduction.

### **Apologies**

Charles Goodall (CG) (Vice Chair) - Care about Angus, Jim Clarkson (JC) - Visit Scotland, David Valentine (DV) - Dundee & Angus Chamber of Commerce, Graham Hewitson (GH) Service Manager (Communities) - Angus Council, Shelley Hague (SH) Business Manager (Funding, Policy & Projects) – Angus Council, Bruce Thomson and Angela McMillian.

DT confirmed the meeting was quorate with 6 private and 3 public members in attendance.

DP raised concerns to LAG members of the importance of LAG input both with assessments and attending meetings. However he did acknowledge that he was probably speaking to the wrong people as those in attendance are generally no problem.

## **2 Minutes of last meeting and Matters Arising**

Minutes of September 2017 LAG meeting, proposed MS and seconded GL.

All LAG members present agreed minute of November 2017 LAG as a true record.

Matters arising – it was noted that further to the November minute, of the 14 LAG members asked to approve recommendations by email (written procedure), 12 returned decisions, unanimously supporting each of the four recommendations.

## **3 Budget**

No issues.

### **Project allocations**

DT ran through projects overview. Enterprise and farm diversification now fully spent. Cooperation allocation significant underspend however staff team currently working with a number of TNC projects.

Mark Cessford joined meeting 10am.

AS asked about project progress. Current information supplied to LAG does not show project claims to date. This was raised as a potential issue. LAG should have information presented in format that allows them to identify any potential issues with projects not claiming and timelines lapsing.

Agreed to provide further information to LAG to include project spend.

AS also asked what the general conditions were included in the offer of grant for applicants claiming. DT confirmed this was based on milestone end dates and there was no requirement to submit a quarterly regular claim or nil claims.

General conditions of the offer letter state, applicants shall submit claims within four weeks of the date to be achieved in respect of each milestone.

AS raised concerns around monitoring and asked what current process was. DT confirmed quarterly updates are requested from applicants and an update included on LARCS. It was agreed to explore this further at the next meeting.

## **4 Awards Update**

### **Fast track**

Brechin Cinema awarded £13,457.98 for cinema equipment. Project now submitted final claim. It was noted that this fast track award should have been reported at Sept 2017 LAG, but was omitted in error.

Kirriemuir & Dean Area Partnership awarded £8,634 for a feasibility study.

Easthaven Together awarded £4,032.80 for a community led litter summit event the first in Scotland. The event was held in November and represented by LAG chair and staff.

### **Highlighted from general awards**

#### Ashbrook

DT updated LAG on current position. They currently cannot deliver the café due to the problems with connecting to a mains drainage. They plan to have a retail space and an offer of portaloos style toilets.

The LAG had some concerns around this. GF told the LAG of a popular Angus enterprise who have toilets located within caravans that does not appear to affect business.

DP asked about implications to their budget plan with not having a café. DT confirmed they won't have the same value to their targets with revenue being reduced.

A vote was taken on the change request which was approved with 5 in favour, 2 not approving. Chair did not vote. The project should proceed with the revised project providing regular monthly updates to the staff team. The applicant should also be aware that the use of the building should remain for the purpose of the LEADER application for a period of 5 years from final claim.

#### Berryhill

DT recently met with applicant who confirmed he can deliver the project £100,000 less at a cost of £225,000. Some concerns around the quality the project would deliver. LAG agreed the award would be based on 15% of the revised project cost.

#### The Food Life

DT advised LAG of recent issues with current project. Appointed project organiser has now resigned leaving a vacancy to be filled. Staff team advised applicants should revert back to original applications however applicant advised there were none. DT met with representatives from the organisation and felt that the group needed time to get their selves in an organised position before recruiting. He also directed them to Angus Council's food & drink officer and Connect Local for support and advice. LAG agreed to monitor progress.

DT advised LAG that a problem may arise with Greenhillock, having requested a meeting to consider project changes but been unavailable to meet now for several weeks.

## **5 Cooperation**

Finland

KR gave update to group of the recent trip to Finland with Kelly Ann Dempsey of the South Esk Fisheries Partnership who is currently working with the Finnish LAG to identify possible projects. It is likely that this would feature at the June LAG for a decision. AS suggested that contact is made with Ian Stevens of Angus Alive.

Belgian/Romanian project

DT gave an update to the LAG. Recent trip went well however he has some concerns over the documentation that was circulated. It is hoped that a project will be developed with the Belgians involving Murton around tourism/local food and drink with possible links to Fife.

## **6 Applications**

Muirhead & Birkhill Millennium Hall. Application approved unanimously, noting the assessment summary report.

Community First UK

GL had previously declared an interest in this project and left the room while discussion took place.

DT gave overview of the project highlighting the technical governance issue of applicant drawing down wages to pay themselves. The issue needs resolved before any project can start.

GF said this area of work is complementary to current work with particular focus on rural business. Growbiz model very much hands one personal one to one mentor approach.

LS asked about sustainability of the project beyond grant.

Approved by all members on the condition that the LEADER Coordinator can resolve how we could verify all the projects' claimable expenditure. DT suggested a further partner being involved to verify and monitor progress.

GL returned to the meeting.

## **7 Governance & operational Issues**

DT ran through paper and current pressures. The fund currently has significant pressure for application development. It was agreed that the LAG would be more involved at expression of interest stage to provide guidance to the staff team on projects they want to see developed to full application. To provide the LAG with sufficient information to do this it was agreed that the team would ask those submitting Eol's to complete sections one to three of the project plan.

DT advised group that the new process may need written in to the business plan.

DT also highlighted to the group that there are currently four Brechin projects some of fairly significant requests looking for funding.

## **8 Monitoring & Evaluation**

DT ran through LEADER timeline circulated to LAG. DP agreed this was useful. Concerns were raised over the potential work pressures for the team over the next few months.

## **9 Animation, Networking and communication**

GL gave an overview of the Agri Innovation event she attended in Portugal in October 2017.

## **10 LARCS**

DT confirmed system is now fully operational and the team continue to work with applicants on this.

## **11 NESFLAG**

In Shelley's absence, MC gave update to group. No Angus projects submitted or awarded to date.

## **12 AOCB**

MC expressed his disappointment with the formal dinner at Forbes of Kingennie he attended with the recent TNC visitors and asked that other venues are sourced for the future. Chair asked that a letter be issued to them expressing our concerns.

### **Date of next meeting**

7<sup>th</sup> March 2017 @ 9am

Board Room, Angus House, Orchardbank Business Park, Forfar