



**Scottish Rural
Development
Programme**

Angus LAG Meeting

6 JUNE 2018

Board Room, Angus House, Forfar

Draft Minute of Meeting

Present:

Private Sector:

Douglas Pond (DP) (Chair) - Friockheim & District Community Council

Gill Lawrie (GL) – Rural Leadership Group & Angus LAG

Jeremy Parker (JP) - NFU

Hugh Campbell Adamson (HCA) - Scottish Land & Estates

Jenny Adamson (JA) – Private Member (previously Angus Glens Community Broadband Cooperative)

Mark Cessford (MC) - Montrose Community Council

Graham Hewitson (GH) – Private Member (previously Service Manager, (Communities) – Angus Council)

Lol Scragg (LS) – Dundee and Angus College

Public Sector:

Alison Smith, Service Manager (AS) (Vice Chair) (Economic Development) - Angus Council

Gina Ford (GF) - Scottish Enterprise

Mike Strachan (MS) - Forestry Commission Scotland

Caroline Warburton (CW) - Visit Scotland

In Attendance:

David Tollick (DT) Angus LEADER/EMFF Coordinator

Kim Ritchie (KR) Angus LEADER/EMFF Assistant Coordinator

Bruce Thomson (BT) Angus LEADER/EMFF Financial Officer

Karen Hamilton (KH) Angus LEADER/EMFF Clerical Officer

Shelley Hague (SH) – Accountable body rep Angus Council

Apologies:

Private Sector:

David Valentine (DV) - Dundee & Angus Chamber of Commerce

Graham Galloway (GG) - DD8 Music

1. Welcome & Apologies

- 1.1.** Chair welcomed everyone to the meeting and thanked everyone for coming. Two new people were introduced – Carol Warburton (CW), Visit Scotland who replaces Jim Clarkson and Karen Hamilton (KH), Clerical Officer with the staff team.

- 1.2. Apologies were noted as above.
- 1.3. DT confirmed the meeting was quorate with eight private and four public members in attendance, noting that if members withdraw because of declarations of interest the balance should be re-checked.
- 1.4. Chair made a plea with members to contact the staff team as soon as possible if they are unable to meet deadlines for assessments. This is crucial for the staff team to ensure applications are processed timely.
- 1.5. Graham Hewitson was now a private member having retired from Angus Council.
- 1.6. Chair reported to the LAG that Charles Goodall had resigned from the LAG on ill health and a letter of thanks was sent. Chair brought forward item 6 on the agenda appointment of the vice chair, proposing Gill Lawrie, Angus Countryside Initiative, take over the role. **This was agreed unanimously by the LAG.**

2. Minutes of last meeting and Matters Arising

- 2.1. Minutes from 7th March 2018 meeting were proposed by HCA and seconded by JA.
- 2.2. No matters arising.

3. Budget

- 3.1. Admin and animation budget was discussed. GL asked current position with staff contracts beyond 2020. SH confirmed this was raised at the recent AB meeting with Scottish Government but no further movement on this.
- 3.2. DT confirmed staff contracts were in place to 31st December 2020.
- 3.3. DT ran through the project budget report highlighting two main concerns with Ashbrook Nursery and Denfind Stone.

3.4. Denfind

Denfind have been subject to an extensive planning restraint this involves Scottish Government carrying out an impact assessment following appeal. They hope to have this concluded by August. Chair agreed to this being closely monitored over the next few months.

3.5. Ashbrook

3.5.1. Work at Ashbrook nursery had still not started. DT summarised the recent change request from Ashbrook, to overcome the barriers to starting the project, and to accommodate further professional advice commissioned by Ashbrook on eligible ways of dealing with septic waste.

3.5.2. Ashbrook original award included two buildings, shop and café, improvements to disabled access and children's play area and a temp. community development post.

3.5.3. In Dec 2017 the LAG approved a change to a single building, the café, and to an upgrade to the shop retail system, to allow for cost inflations and for restrictions on septic drainage options associated with operating a cafe. The café design required planning approval and included extra flexible space to accommodate further toilet provision if future funds could support septic discharge arrangements. LAG agreed at 6 March 2018 meeting to an extension to April for planning to complete – this was achieved.

3.5.4. However Ashbrook now request a further extension from LAG. The current change request seeks a building modification on the back of recent SEPA approval of mound soak-away, allowing the café to be redesigned around a much cheaper more compact option. This requires a modification of planning consent. Planning advice is that it is likely to be approved but not until August. Budget reduced by approx. £50,000 a saving to LEADER of £28,264, with the new revised project including a solution for permanent toilets.

3.5.5. Chair agreed change is valid. Time scales are the main LAG concern. LAG should put in a place a plan should the project fail.

3.5.6. MC asked if applicants had been turned away from the enterprise allocation used to support Ashbrook? DT confirmed that applicants have been turned away and that expressions of interest exist for enterprise allocation.

3.5.7. Chair asked to consider agreeing extension to August concluding the planning issues. If not concluded by then award would be withdrawn. Planning meeting scheduled for 7th August. **LAG agreed extension but must be concluded by September LAG.** All issues need addressed by then.

3.6. Allocations and underspends

Chair ran through option to allow team to increase enterprise area if applications come forward from this area. DT advised LAG some approved projects have been awarded as community but potentially could be enterprise. Flexibility to increase enterprise allocation. Staff team will liaise with chair and other members.

3.6.1. JP asked about underspends in other areas options to be reallocated to Angus. SH confirmed this has been raised at AB meetings. Next meeting will discuss this further.

3.6.2. Staff team to carry out a research exercise on existing projects and EoI's to gather information for reporting to next LAG. **Agreed current expressions of interest should be contacted** to ask where they are with project ideas at this stage should potential money become available.

4. Cooperation

- 4.1. DT advised members of the considerable work taken place to develop cooperation projects as detailed in the report issued to the LAG.
- 4.2. LAG asked for any comments. Projects agreed for further development
 - 4.2.1. Romania Belgium – Angus Tourism Cooperative and Angus Council
 - 4.2.2. Fisheries catchment Finland
 - 4.2.3. Linne Smaland (Youth exchange with Sweden)
- 4.3. MC Cooperation projects need to be agreed and awarded by March 19 mind full when moving forward.
- 4.4. **LAG approved a further £1,500** to the award of £5,000 for cooperation development as recommended.

5. Applications

5.1. Brechin Buccaneers

DT ran through the report for Brechin Buccaneers. **LAG approved unanimously** pending clarification on guidance of capital claw back. AS requested review of guidance on capital claw back on projects.

5.2. Brechin Rugby Football Club

Most of the discussion was focussed on concerns with the application. No LAG member particularly advocated for approving the application. LAG members' comments, additional to those in the assessment summary report, were:-

- Hugh Campbell Adamson – supporting access from Brechin to other rugby centres would be better use of funds.
- Gill Lawrie - the potential to become a senior club is less important than the assurance that many more age groups and also women/girls can be engaged.
- Mike Strachan – we cannot fill any information gap without asking the applicant to supply it, possibly through a site meeting
- Jeremy Parker – we should not meet them on site without first documenting our concerns and receiving their response – otherwise they'll just 'show us round the site, painting the picture of their project'.
- Gina Ford – the detailed application now seems less supportable than the original EoI

5.2.1. There were general concerns over sustainability of the project and number of players involved for the requested award.

5.2.2. DT asked LAG to consider two possible decisions 1/ reject project or 2/ request further information.

5.2.3. To help the LAG to reach a decision, the **LAG agreed to write to the applicant seeking further information by a set deadline**, which will then require further LAG consideration including, if appropriate, a meeting with the applicant.

15.30 Mike Strachan left the meeting.

6. Governance & operational issues

6.1. Scottish Government Audit

LEADER team were recently audited by the Scottish Government. DT ran through summary of actions points. Main issue reported was the youth cooperation project. These costs were seen as ineligible with only four assessments being returned, SG confirmed our current business plan states necessity for five assessments to be compliant. **LAG agreed this money would now be allocated from the admin and animation budget for staff.**

6.2. Future meeting dates

Future dates for meetings were discussed ref. the period approaching BREXIT, and it was concluded that the currently agreed dates will hold. **It was agreed that if the LAG require further meetings, these will be arranged.**

7. Awards update

Fast track applications approved since the last meeting were noted

- Airedale Terrier Club of Scotland - £9,307
- Outside the Box - £9,986
- Glenisla Hall Committee - £10,000

8. Monitoring and Evaluation

8.1. Site Visits

With a number of projects now progressing the staff team are looking to develop a full day visiting projects. **LAG agreed** this would be a good idea. Doodle poll to be issued requesting availability for early August.

8.2. Regular quarterly monitoring is in place for all projects with returns for May recently been received. Other than issues raised earlier on in the agenda there were no other issues to report to the LAG.

8.3. It was noted the establishment of the M&E sub group was outstanding from the previous meeting however DT advised members this will be developed now that further guidance had been received from the Scottish Government.

8.4. Customer satisfaction survey has been developed and will be incorporated with final project monitoring.

9. Animation, networking and communication

9.1. The recent email circulated by the coordinator regarding a request from Peter Ross, chair of the chairs group to input into a Viima discussion forum was discussed. DT asked members to consider taking the time to input thoughts to the discussion to support the value of LEADER in our area. **Agreed the email will be recirculated to LAG and include further instruction on how to take part.**

10. LARC's

No issues.

11. NESFLAG

SH provided brief update. Three applications submitted from Angus for current round

- Montrose Port Authority – Moveable reception
- Angus Alive - Arbroath Signal Tower
- Angus Council - Arbroath Harbour pontoons

12. AOCB

12.1. The recent general data protection regulation (GDPR) changes were highlighted to members by DT who also advised members of the work the team have done to date to ensure compliance. A revised privacy statement would be issued to all members.

12.2. Chair also reported to the LAG there had been two Freedom of Information requests received recently by Angus Council in connection with LEADER, and the council had released the information that was required by law.

13. Date of next meeting

5th September 2018 at 2pm. Venue TBC. Lunch will be provided. **NB this is now updated as 12 noon at BRFC rugby ground followed by 13:00 at The Mechanics Institute, Brechin**