

29/3/2019

Nh



**NORTHUMBERLAND COAST & LOWLANDS LEADER
LOCAL ACTION GROUP (LAG)
Wednesday 20th February 2019**

Executive LAG Members:

Alex Wallace - Vice Chair
Jean Orr
Simon Cox
Louis Fell
Julien Lake
Carron Craighead
Ian Moyes

LAG Member:

Carole Moyes

LEADER Staff:

Ivan Hewitt – Northumberland Coast and Lowlands LEADER Programme Officer
Christine Stevenson – Northumberland LEADER Admin Support

Advisory Group:

David Baird - External Funding Appraisal Manager, Northumberland County Council

1. Welcome to LAG Meeting & Apologies:

Alex Wallace, Vice Chair opened the Northumberland Coast & Lowlands LEADER meeting at 18:00

CS – Confirmed that meeting was quorate by Voting Members attending and by Theme

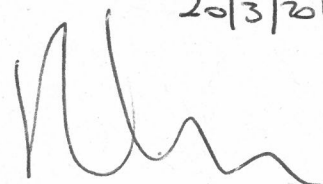
Apologies received and recorded from Executive LAG Members: Ross Lowrie, Ross Weddle, Guy Renner-Thompson, Iain Robson, Richard Waters, Robert Brotherton and Angus Collingwood - Cameron

Apology received and recorded from Accountable Body: Heather Smith

2. D.O.I.

None recorded

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3. Draft Minutes from 23rd January, 2019:

Page 1 - Accepted

Page 2 - Accepted

Page 3 - Accepted

Page 4 - Accepted

Page 5 - Accepted

Page 6 - Accepted

The minutes were agreed as a true record, dated and signed by Alex Wallace, Vice Chair.

4. Matters Arising & Actions to include Chair's Update:

Actions from meeting 23rd January:

Page 3 - RL to email Gordon Jones and NELEP - Completed

Page 3 - Letter to be sent to the RPA to enquire what the reclaimed money is to be used for - Ongoing

Page 5 - IH to liaise with projects to arrange evaluation visits - CS completed

Page 5 - IH to distill down Evaluation Report and circulate to LAG members - Completed

Page 6 - RL/IH to contact G. Castle and / or S. Bridgett to promote LAG's - Ongoing

AW - No Chair's update

5. Programme Officers Report:

IH - Gave Programme Officers report and informed LAG of current project budget commitments.

Asked that LAG agree to consider project applications on the basis of figures as of 20th February 2019. The LAG has issued GFAs totalling **£1,583,588.84 (90.30% of revised budget spend)** with a balance of **£169,968.16** remaining to commit against revised allocation

DB - How many of the pipeline projects require planning permission?

IH - Two potential projects

DB - Projects requiring planning permission can't go into technical appraisal or go to the RPA

SC - Project pipeline is diminishing, do projects know LAG have limited funds?

CC - What is the probability of three projects coming to the LAG's March meeting and how would the LAG prioritise?

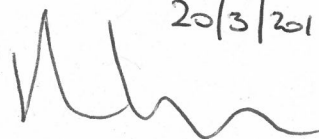
IH - LAG always consider on criteria

LF - Looking at the figures, seems to be an amount of underspend from already closed projects, how do we make sure it is not lost in the system?

IH - All underspends automatically go back into the LAGs allocation pot

LF - Of the remaining projects, up to 15 going through process, are there any further underspends expected?

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DB - Issue with claims and as LAG commit by end of June will be too late with programme closure by end of December

LF - Would not like to see a large underspend if LAG have to prioritise projects coming forward

AW - Fine balance, our Programme Officer is conveying message to all applicants and the process is being monitored

DB - What happens if LAG have no projects to take up remaining budget?

LF - Do all applications have to have EOI stage? Can they go straight to Full Application?

DB - Yes, LEADER is a two stage process, EOI and FA

LF - Does the last project application have to be with the LAG by June's meeting?

IH - All projects need to be approved and contracted by the end of June

IH - The LAG may have some quick win EOIs on their reserve list, can ask LAG members if happy to bring forward to March LAG meeting?

SC - Important to make sure applicants understand process

JO - Is there any opportunity for extra funding to become available?

IH - Will discuss reserve list and select potential EOIs with Chair and Vice Chair

LF - Can IH revise budget by underspends?

DB - Don't think that can be done until projects have financially closed

ACTIONS

- **IH to follow up and report back at next LAG meeting on project underspends**
- **IH to discuss EOI Reserve List with Chair and Vice Chair**

6. RPA & LEADER Updates:

DB - No updates to report

7. FAs for consideration by Executive:

Lesbury Village Hall

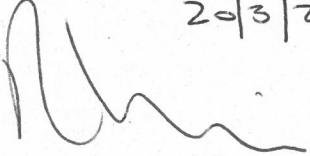
DORA Ref: 108145

LEADER Priority Theme 4 - Support for Rural Services

Total Project Cost - £35,376.00

LEADER Grant Request - £15,264.74

Summary - The aim of the project is to upgrade the village hall in Lesbury through installation of double glazed windows and improving the electrics to enable better lighting. This is part of a wider hall improvement project which includes upgrading the central heating system, roof work and replacing the kitchen which are not part of the LEADER project

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LAG Discussions:

The LAG considered and discussed the Full Application and Technical Appraisal Application Proposal:

Louis Fell - Proposes LAG approve application

Julien Lake - Seconds LF's proposal

AW - Asked LAG Executive members to vote:

6 Vote - Yes

0 Vote - No

0 Vote - Abstain, Vice Chair did not vote

LAG Decision:

Full Application Approved. Technical Appraisal dated and signed by Alex Wallace, Vice Chair

b. Longhorsley MUGA

DORA Ref: 113020

LEADER Priority Theme 4 - Support for Rural Services

Total Project Cost - £44,214.45

LEADER Grant Request - £18,504.84

Summary - The aim of the project is to replace the existing Multi Use Games Area (MUGA) in Longhorsley with a new artificial grass pitch and shockpad to Sport England standards

LAG Discussions:

The LAG considered and discussed the Full Application and Technical Appraisal Application

AW - Asked LAG Executive Members to vote:

6 Vote - Yes

0 Vote - No

0 Vote - Abstain, Vice Chair did not vote

LAG Decision:

Full Application Approved. Technical Appraisal dated and signed by Alex Wallace, Vice Chair

8. LAG Event - Update & Planning:

IH - Informed LAG members that Communication Working Group with staff are meeting to discuss the planning of the event and that we will be operating under Purdah for the North of Tyne Mayoral elections from 23rd March - 6th May 2019 but this shouldn't affect the event.

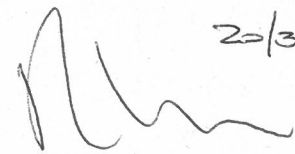
AW - Project case study selection, at last LAG meeting the Chair asked IH to circulate reports from all evaluation visits so LAG members can review. The LAG members will then be selecting two projects from each LEADER Measure to add as case studies to the event brochure

CM - Is this selection process only for Executive members?

IH - No, open to all LAG members

AW - General LAG members discussions and decisions:

- Farm Productivity - Priority 1 = 2 selected
- Micro Enterprise - Priority 2 = 3 selected

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- Rural Tourism - Priority 3 = 3 selected
- Rural Services - Priority 4 = 2 selected
- Culture & Heritage - Priority 5 = 1 selected
- Forestry - Priority 6 = 0 selected

Note - in total 11 projects selected with a final decision deferred to RL, SC and IH

JL - Are there any other Culture & Heritage projects in the pipeline?

IH - No would suggest LAG consider Cresswell Village Hall

AW - Can LAG members vote that Cresswell Village Hall fit under Priority 5

SC - Proposes LAG vote

6 Vote - Yes

0 Vote - No

0 Vote - Abstain, Vice Chair did not vote

LAG Decision:

Proposal approved

9. Communications Working Group - Update:

IH - gave update on behalf of Robert Brotherton under agenda item 8

10. Evaluation Working Group - Update:

SC - provided his report and went on to confirm the following project evaluations carried out

- Precision Beef Farming - scheduled 21/02/2019
- Smales Secure Storage - scheduled 21/02/2019
- Outfield Renovation - deferred until May 2019
- Shoreside Shepherd Huts - to be arranged

ACTION: CS to liaise with projects to arrange visits.

Next meeting: Wednesday 20th March 2019 - venue Storey Park Community Centre, Morpeth.

Alex Wallace, Vice Chair closed the Northumberland Coast & Lowlands LEADER LAG meeting at 7.19 pm.