

Alex Wallace
15/8/2018



**NORTHUMBERLAND COAST & LOWLANDS LEADER
LOCAL ACTION GROUP (LAG)
Wednesday 18th July, 2018**

Executive LAG Members:

Ross Lowrie - Chair
Jean Orr
Simon Cox
Iain Robson
Richard Waters
Angus Collingwood-Cameron
Carron Craighead

LEADER Staff:

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

Advisory Group:

David Baird - External Funding Appraisal Manager, Northumberland County Council

1. Welcome to LAG Meeting & Apologies:

Ross Lowrie, Chair opened the Northumberland Coast & Lowlands LEADER meeting at 18:00

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

Apologies received and recorded from Executive Members: Alex Wallace, Philip Angier, Ross Weddle, Louis Fell, Julien Lake, Guy Renner-Thompson, Ian Moyes and Robert Brotherton

Apology received and recorded from LAG Member: Carole Moyes

Apology received and recorded from Accountable Body: Heather Smith

2. D.O.I.

None

dwallow
15/08/2018

3. Draft Minutes from 20th June, 2018:

Page 1 - Accepted

Page 2 - Accepted

Page 3 - Accepted

Page 4 - Accepted

Page 5 - Accepted

Page 6 - Accepted

Page 7 - Accepted

Minutes recorded as a true record, dated and signed by Ross Lowrie, Chair

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

Actions from 20th June LAG meeting:

Page 4 - IH to organise a meeting with Heather Smith, Janice Rose and Richard Wearmouth (NCC Councillor) to discuss rural development and the gap in the LEADER RC&A

IH - This issue was discussed at the NEFRAN meeting and had conversation with HS and DB

DB - Staff extension is an issue to fund to end of programme

RL - Where do County Council see strategic fit?

DB - Still waiting on RPA decision on RC&A uplift from 18% to 22%

Action - to be completed by IH

Page 7 - IH to feedback ongoing information regarding Hauxley Wildlife Discovery Centre's application to Coastal Revival Fund

IH - RPA compliance view is CRF and LEADER would be double funding, discussion is about amount of clawback as HWLDC have to prove the additionality of the proposed project

RL - Will it be clawback?

DB - It will involve the Accountable Body if clawback

Chair's Update:

RL - Informed meeting that Programme Officer (IH) attended the LEADER Exchange Group and NEFRAN meetings and as the Growth Programme is now over subscribed there will likely be no additional funding through the GP to LEADER

5. Programme Officers Report:

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

Amable
15/08/2018

Asked that LAG agree to consider project applications on the basis of figures as of 20th June 2018. The LAG has issued GFAs totalling **£1,270,074.83 (78.04% of target spend)** with a balance of **£357,461.17** remaining to commit

Note - LAG approved and agreed Budget profile

DB - RPA Update from the LEADER Operational Note 9th July, 2018:

Still no confirmation from RPA on the RC&A rate 18% upto 22%. A revaluation rate of 0.834 euro could cause issues. The RPA will revalue programme to 0.88 from a certain date, to be confirmed, no LAG or accountable body will be disadvantaged. We are still operating on the original budget, and from the original Delivery Plan (DP). Accountable bodies and LAGs going forward without knowing budget will be problematic

RL - This does not prevent LAG decision making?

DB - No confirmation on RC&A rate or intervention rate

CC - Surprised that RPA would pick a date different from the Single Farmers Payment (SFP) date of 22nd September

RL - On hold until we know

DB - Discussions are ongoing in NCC regarding LEADER staffing

ACC - Is there an update on Shoreside Shepherd Huts application?

IH - Yes, huts are being made, working onsite. First claim due 13th August 2018

RL - Variation paperwork is done

6. FA's for consideration by Executive:

a. Alpha Strength and Fitness Gym

DORA Ref:109362

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £57,707.65

LEADER Grant Request - £23,083.06

Summary - The aim of the project is to open a commercial Gym in Amble supporting the creation of a new business.

Grant is sought to undertake capital works to the building, install flooring and to purchase high quality gym equipment that will enable 5.5 new jobs to be created.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote

LAG Decision:

W. Wall
13/08/2018

- 5 Vote - Yes
- 0 Vote - No
- 1 Vote Abstain, Chair did not vote

LAG Decision - Full Application Approved

Special Conditions:

- Update milestones
- Advice regarding gym equipment

b. Commercial Kitchen Refurbishment:

DORA Ref:109297

LEADER Priority Theme 3 - Support for Rural Tourism

Total Project Cost - £95,253.00

LEADER Grant Request - £38,101.20

Summary - The aim of the project is to refurbish the existing domestic kitchen within the Red Lion public house in Alnmouth.

Grant is sought to undertake the capital works and purchase and install the kitchen.

The project will enable jobs to be created with an associated wage bill, new day visitors and improve the turnover of the existing business.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote on FA as is

LAG Decision:

- 0 Vote - Yes
- 5 Vote - No
- 1 Vote Abstain, Chair did not vote

SC - Alternative proposal that LAG reduce intervention rate to 20%

RL - Application costs have changed, they have doubled

RW - Proposes that LAG offer £25,000 grant

CC - Agrees with RW

RL - Proposed LAG vote to approve at £25,000

LAG Decision:

- 6 Vote - Yes
- 0 Vote - No
- 0 Vote Abstain, Chair did not vote

Full Application - Approved subject to:

IH - To make reduced offer to applicant with same outputs

Michelle
15/08/2018

DB - Accountable body can't issue Grant Funding Agreement letter (GFA) until applicant agrees to lower grant offer

LAG Note - alternative was not to fund application as this is a competitive programme

SC - In future applications if increase in grant sought in FA of up to 20% LAG need to review

DB - Programme is driven by a national process

RL - When there is informal indicative advice flag to LAG

c. Indoor Riding Arena

DORA Ref:109276

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £183,625.80

LEADER Grant Request - £73,450.32

Summary - The aim of the project is to construct a large indoor riding arena at Swinhoe Farm Riding Centre. This will enable the facility to operate all year around expanding the capacity of the business through numbers of riding lessons and exams taken. It will also enable the venue to be hired all year around by the pony clubs or events etc.

Grant is sought to purchase and install the building and riding surface and undertake associated groundworks and electrical works. This will enable 2.5 FTE to be created, wage bill to be increased and increase the turnover of the riding school.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote

LAG Decision:

- 4 Vote - Yes
- 0 Vote - No
- 2 Vote Abstain, Chair did not vote

LAG Decision - Full Application Approved

d. The Nut Roaster

DORA Ref:109292

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £11,149.00

LEADER Grant Request - £4,459.60

A Wallace
15/08/2018

Summary - the aim of the project is to buy new equipment to enable an existing nut butter producer to expand their capacity.

Grant is sought to purchase a larger capacity automatic nut roaster and an additional nut grinder that will enable production to increase allowing the business to increase turnover and 1 new job to be created.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote

LAG Decision:

- 6 Vote - Yes
- 0 Vote - No
- 0 Vote Abstain, Chair did not vote

LAG Decision - Full Application Approved

LAG Note - LAG members are comfortable discussing applications when the technical appraisal was sent out later

e. Expansion of Celtic Crafts

DORA Ref:109385

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £58,183.34

LEADER Grant Request - £23,273.34

Summary - The aim of the project is to build an extension allowing the expansion of Celtic Crafts gift shop on Holy Island. The project will increase the floorspace for an ice-cream manufacturing facility and jewellery workshop.

Grant is sought to undertake the capital works - including flooring, plastering, joinery, doors and frames, extraction, waste removal, plumbing, and electrics; purchase ice cream maker, refrigerated display cabinet, safe, freezers and washing machine.

The project will enable jobs to be created with an associated wage bill, and improve the turnover of the existing business.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote

LAG Decision:

Amalia
15/08/2018

- 5 Vote - Yes
- 0 Vote - No
- 1 Vote Abstain, Chair did not vote

LAG Decision - Full Application Approved

Special conditions:

- LEADER Funding Poster - highlight in prominent position for visitors
- LEADER logos on website

f. Pilgrims Roastery & Training Room

DORA Ref:108734

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £44,722.54

LEADER Grant Request - £17,889.02

Summary - The aim of the project is to create a new building on the premises of Pilgrims Coffee House. This will be a container conversion with a living Sedum roof and a panoramic glass front. This will enable an existing coffee roasting business to increase production and provide coffee training classes and workshops to the general public.

Grant is sought to purchase the container building with associated groundworks and electricals plus specialised coffee roasting equipment for the new facility that will increase capacity allowing the business to increase turnover and 1 new job to be created.

LAG Discussions:

LAG members discussed and considered Full Application and Technical Appraisal Application

RL - Proposed LAG vote

LAG Decision:

- 6 Vote - Yes
- 0 Vote - No
- 0 Vote Abstain, Chair did not vote

LAG Decision - Full Application Approved

Special condition:

- LEADER Funding Poster - highlight in prominent position for visitors

Fullallan

7. Communications Working Group:

- RL - Robert Brotherton has arranged a meeting with Anne Marie Trevelyan (MP) to visit with LEADER project Carroll's Heritage Potatoes on September 18th, 2018. LAG Chair and Robert will attend the visit
- RL - Asked that SC, Chair of Evaluation Group attend
- SC - Happy to attend if available
- RL - RB is currently working on a new press release

8. Evaluation Working Group:

- SC - No evaluation visits in last month. Awaiting report on Maden Eco as visit highlighted issues
- RW - Issue was with use of equipment
- IH - Issue about what LEADER priority project applying under, initially went under Forestry then advised better under Micro Enterprise, Measure 6.4. Was approved under Micro Enterprise
- DB - Have they created the FTEs?
- IH - Yes FTEs created, applicant has supplied an asset register
- SC - Two more evaluation visits to complete in due course

9. A.O.B:

- JO - Informed LAG meeting that she sits on the grant board for The Ventient Sisters and North Steads (Wind Farm) Community Benefit Fund at the Community Foundation which has an application deadline for 14th August, 2018
- ACTION - JO to forward information to CS who will circulate out to LAG members and DB to add to Funding Bulletin**
- IH - Informed LAG meeting that they now have a LAG Group presence on Facebook
- RL - Discuss with RB as comms
- IH - Asked LAG members to discuss FA applications Zero Tillage and Post Driver by written deposition once both TAs completed by RPA
- RL - Can send out once TAs approved by RPA, ask LAG members for comments by set deadline, then decision to either take to vote or bring FAs to next LAG meeting

Chair, Ross Lowrie closed the Coast & Lowlands LEADER LAG meeting at 19:57