

Alex Wallace
17/01/2018



**NORTHUMBERLAND COAST & LOWLANDS LEADER
LOCAL ACTION GROUP (LAG)
Wednesday 13th December, 2017**

Executive LAG Members:

Ross Lowrie – Chair
Alex Wallace - Vice Chair
Jean Orr
Ian Moyes
Simon Cox
Richard Waters
Carron Craighead
Ross Weddle
Iain Robson

LAG Members:

Carole Moyes

LEADER Staff:

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

Advisory Group:

David Baird - External Funding Appraisal Manage, Northumberland County Council

1.Welcome to LAG Meeting & Apologies:

Ross Lowrie, Chair opened the Northumberland Coast & Lowlands LEADER LAG at 18:03

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

Julien Lake
17/01/2018

CS - Apologies received and recorded from Executive Members: Robert Brotherton, Louis Fell, Angus Collingwood-Cameron, Guy Renner-Thompson, Philip Angier and Julien Lake

Apology received and recorded from Accountable Body: Heather Smith

2. D.O.I

None

3. Draft LAG Minutes from 15th November, 2017:

Page 1 - Accepted

Page 2 - Accepted

Page 3 - Accepted

Page 4 - Accepted

Page 5 - Accepted

Page 6 - Accepted

Page 7 - Accepted

Page 8 - Accepted

Page 9 - Accepted

Page 10 - Accepted

Page 11 - Accepted

C&L LAG Minutes recorded as an official record. Dated and signed by R. Lowrie, Chair

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

Actions from 15th November meeting:

Page 2 - CS to send copy of C&L LAG Evaluation Report to Chair for NEFRAN meeting - completed

Page 10 - CS to set up LAG Evaluation Visit to Scotts of Alnmouth - Completed

Page 10 - CS to send SC copy of Evaluation Report when updated - Completed

Chair's Update:

Attended NEFRAN (Northeast Farming and Rural Affairs Network) meeting on Thursday 16th November - discussed terms in the North East and beyond, emphasised need for North East with Brexit uncertainty.

What method of disturbing funding, A Braithwait asked RL for a brief for Minister.
North Tyne Authority - vehicle for distributing

Alex Wallace
17/01/2018

a. Amble Dementia Friendly Arts Centre:

Chair and Ivan met with applicants at their request for discussions relating to the LAG's decision not to approve their project, applicants have decided not to formally appeal LAG's decision.

Chair feels valuable learning points for LAG, applicants felt poor judgement in LAG decision.

Chair informed applicants that LAG members have open and frank project related discussions which are minuted, uploaded onto website for public access.

Applicant stated that they felt the comments on minutes available for public access had strayed into judgement.

Chair stated that he feels this was a fair point for the applicants to make.

AW - If the LAG had approved their application, awarded funding and said how wonderful. Would that be fair?

RL - Not really as same side of coin

SC - Application was for a large grant

RL - Applicants did say that if LAG were not happy to support a large grant then they should of said so. Found the discussions and meeting with applicants useful

Points:

- LAG minutes are signed and dated by Chair at LAG meeting then uploaded onto website for public access at: www.northumberland.gov.uk/lowlands
- Full and accurate record of meeting

Proposal:

RL - Full minutes to be taken but published version to be redacted to remove LAG discussion with applicant and of project but keep that LAG discussed with applicants and record decision

Proposal seconded by Alex Wallace (Vice Chair)

SC - What happens about previous minutes on website?

RL - We can redact

RW - LAG can call them Official Minutes

DB - To go back retrospectively, two different versions

RL - Legitimate concern to applicants that LAG minutes could influence other funders.

All LAG members need to play their part in checking Draft Minutes. Mindful discussions when making application decisions, consideration of the LAG's Local Delivery Strategy (LDS)

JO - If LAG start changing minutes would it not seem they are being subjective?

CM - Could add a line to say redacted by request of applicant

RW - Are we looking to redact more than one set of minutes?

D. Wallace
17/01/2018

RL - Yes, will review as required

RW - NEFRAN is there any information on their Industrial Strategy?

RL - A. Braithwaite going to take issue forward. LEP doesn't recognise rural properly

AW - Northumberland County Council are pushing for it

RW - Vire Funding - 12th January 2018 an opportunity for future applicants

5. Programme Officers Report to include Project Expenditure to Date:

IH - Gave Programme Officers Report and informed LAG of current project budget commitments and spend. Asked that LAG agree to consider project applications on the basis of those figures

As of December 2017 LAG has committed **£771,474.59** with a balance of **£856,061.41** remaining to commit.

Note - LAG approved and agreed Budget profile

RL - Informed LAG meeting that they may need to hold a second LAG meeting in January

RW - Is there any indication of re-distribution from RPA?

DB - Mainly down South for those LAG's that have hit benchmark. LAG need to concentrate on current spend

IH - Agreed method to discuss Full Applications

SC - FAs are quicker than EOLs. Eight EOLs for one meeting is too many

6. FAs for consideration by Executive:

a. Alnwick Rugby Club

DORA Ref:106491

LEADER Priority Theme 2 - Support for Micro and Small Business

Total Project Cost - £57,264.48

LEADER Grant Request - £45,811.58

Summary - The project is to secure the future sustainability of Alnwick Rugby Club by increasing income generation. The committee proposed to improve their finances, and facilities, by increasing car parking capacity which will improve safety on match days but have the additional benefit of increasing the number of touring caravan pitches from 36 to 40 which will boost summer income. The project will also improve the kitchen facilities which will enable the existing caterers to extend their offer host local functions and also to provide on-site catering options for the campsite. The intended customer base includes rugby fans, tourists, and local schools.

RW - Can this be decided by Written Deposition?

IH - Asked LAG to consider and vote by Written Deposition - deadline Tuesday 5 pm 19th December 2017

dwallace
17/01/2018

RL - LAG will review FA at this meeting then go to decision by Written Deposition
SC - FA scored well in technical appraisal. Knows this as a good club, application is to make the club more sustainable with two new FTEs and is not for profit
CC - Question of VAT?
IH - VAT not clear as there are some costs they can reclaim. The technical appraisal proposed VAT should be taken out
RL - Eligibility of Charity status - Campsite and a Commercial Kitchen?
AW - Same as a Planning Application, look at what's in front of you
SC - As a Community club they would benefit from sustainability
RL - Are LAG happy to support a charity in a commercial operation

b. Smales Secure Storage

DORA Ref:106533

LEADER Priority Theme 2 - Support for Micro Enterprise and Farm Diversification

Total Project Cost - £165,295.94

LEADER Grant Request - £66,118.38

Summary - The applicant has identified the need from businesses to have access to a flexible document storage area with easy access, a dedicated archive and a document scanning facility. LEADER funding is sought to adapt the existing premises, build a new warehouse and office, purchase racking and document management equipment and improve security and fire protection in order to gain relevant accreditations

LAG Discussions:

SC - Application scored well in technical appraisal, good value for money, good rationale

JO - See's this business as a natural progression

RW - Adds a level of professionalism

LAG Decision:

RL - Proposed LAG Executive members vote:

- 8 Yes - Votes
- 0 No - Votes
- 0 Abstain - Votes, Chair did not vote

LAG Executive Decision – Full Application Approved

Process - Chair signed and dated Technical Appraisal Form

LAG Note - Requirement for a 56 LEADER Plaque

Shallace
17/01/2018

7. Presentations of EOIs received by Executive:

a.Deyn's Deli

DORA Ref: 108223

LEADER Priority Theme 2 - Support for Micro Enterprise

Total Project Cost - £65,000.00

LEADER Grant Request - £26,000.00

Summary - The project is to purchase a commercial / industrial ice cream making machine and to develop a new local market using an existing established Deli business

LAG Discussions:

CC - Small turnover for 5 FTEs, raises concerns

IH - Raised in technical appraisal

SC - Figures for 2017, changed premises. They will have to sell a lot of ice cream to cover wage bill, not convinced they will cover all costs

RL - Sell ice cream over the Deli counter?

RW - Can LAG ask to next meeting?

LAG Decision:

RL - Proposed LAG Executive members vote:

- 1 Vote - Yes
- 8 Vote - No
- 0 Vote - Abstain, Chair did vote

LAG Executive Decision – EOI Not Progressed

Strategic fit - 2

Reason for Rejection:

- Business case doubts
- Project viability

Process - Chair signed and dated Technical Appraisal Form

b. A Hall for Lesbury for the 21st Century

DORA Ref: 108145

LEADER Priority Theme 4 - Support for Rural Services

Total Project Cost - £60,000.00

LEADER Grant Request - £30,000.00

Summary - The project comprises purchasing and installation of a new central heating system, thermal efficiency insulation and possibly internal works to create additional space

Matthew
17/01/2018

RL – Chair welcomed Roger Styring on behalf of Lesbury Village Hall who gave a short presentation of the project

LAG Questions:

AW - How is Sport England involved?

RS - We ran an Archery class last year, Sport England had some money. We are working with the Willowburn Centre in partnership. Sport England will support with grant provided we secure LEADER grant

SC - How will you attract other funders?

RS - Through various funding bids, difficult issue to get funding

JO - Have you children involved in the Hall?

RS - Yes, looking to encourage teenagers back as a target group

JO - How supportive are Age Concern?

RS - Not funding us currently, if we can expand might be interested

RL - High Carbon Heating, have you looked at renewables?

RS - Geology is not right as we are near a river and no storage for Biomass. Council won't allow Solar Panels

RL – Informed applicant that the LAG celebrates success of projects. Thanked applicant for his presentation. Applicant left LAG meeting

LAG Discussions:

SC - View in technical appraisal for eligibility, is the heating replacement?

IH - LEADER can't fund like for like, replacement. Need to clarify through procurement. Hard for community projects

SC - Would it be accountable body technical appraiser question of eligibility

RL - A good point to raise, LAG need clarity

DB - Not enough information on specification, assessor looks at what's on the EOI application

AW - Propose we progress this to FA as LAG need to be consistent

DB - They still have to find the private match funding

LAG Decision:

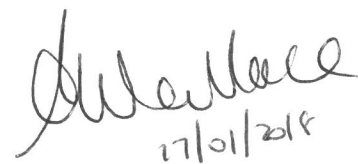
RL - Proposed LAG Executive members vote:

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

LAG Executive Decision – EOI Progressed to Full Application

Strategic fit - 2

Process - Chair signed and dated Technical Appraisal Form


17/01/2018

Special Conditions:

- Clarify like for like

c.The Masons Arms

DORA Ref: 108162

LEADER Priority Theme 3 - Support for Rural Tourism

Total Project Cost - £120,000.00

LEADER Grant Request - £48,000.00

Summary - A public House in Norham offering four rooms to let, dining for twenty four covers and services for the community including film showing, bingo and coffee mornings. The project will fund an extension to the pub and fund kitchen equipment and tourism IT software. This will double the number of bedrooms available for let, increase the dining area including the use of space that can be used as a function room by locals or tourists

RL – Chair welcomed James Tomlinson on behalf of The Masons Arms who gave a short presentation of the project

LAG Questions:

CM - Specialised equipment?

JT - Hi - tech projector to enhance services, makes the facility more usable

SC - Where are you with planning permission and listed building consent, and when can you start/finish?

JT - Currently with planning we have a meeting in February 2018 to discuss issues.

Our local councillor is happy to support

SC - What is building duration?

JT - 6 - 8 months in total, ready to start

IR - If you don't get listed building status, does that stop project?

JT - No

RL – Informed applicant that the LAG celebrates success of projects. Thanked applicant for his presentation. Applicant left LAG meeting

LAG Discussions:

AW - Good presentation, a good project for the community

RW - Their local councillor is leaving

DB - Eligibility issue with equipment

CC - Issue with planning

IR - If LEADER funds and other pub closes, question is this displacement?

SC - Supportive of application. Invested significantly and wants to take to another stage. Distinct market of its own. Fits with LAGs LDS

Julie Hance
17/01/2018

RW - Agrees with SC, it does fit well. Works well along the Tweed as businesses feed off each other

JO - Area has historical importance

LAG Decision:

RL - Proposed LAG Executive members vote:

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

LAG Executive Decision – EOI Progressed to Full Application

Strategic fit - 3

Process - Chair signed and dated Technical Appraisal Form

Special Conditions:

- Displacement issue

LAG Note - Timeline for Planning Permission

d. Ulgham War Memorial

DORA Ref: 108336

LEADER Priority Theme 5 - Culture & Heritage

Total Project Cost - £9,000.00

LEADER Grant Request - £6,750.00

Summary - The project is to carry out restoration work to the War Memorial in Ulgham

RL – Chair welcomed George Brown on behalf of Ulgham War Memorial who gave a short presentation of the project

LAG Questions:

AW - Aware of funding streams. Will you have this ready for the 100 year ceremony?

GB - Yes, we will be ready

JO - Seems a strange place for a memorial, would the War Graves Commission fund?

GB - They don't fund War Memorial Trusts. Have funded various memorials

RW - Informative presentation, if you received double funding what would you do?

GB - Refund any extra

SC - 75% grant from LEADER, how are you looking for the other 25%?

GB - The Parish Council will fill the gap

RL - Does the British Legion support?

GB - No, they only deal with living bodies

RL – Informed applicant that the LAG celebrates success of projects. Thanked applicant for his presentation. Applicant left LAG meeting

Wallace
17/01/2018

LAG Discussions:

AW - Feels this is a worthy project for LAG

RL - How does this help the LAG deliver their LDS?

SC - It's Culture & Heritage and a small grant. There are better or more suitable funds and no job creation. Wonders how they have coped with public services over the last 100 years, but agrees with AW's comment

RW - They only have World War 1 names on the current memorial

IR - Is there a question of eligibility of match?

DB - Still have to find 20% private match. Heritage Lottery Fund (HLF) have a fund for the 100 year ceremony

RL - Where is expertise on War Memorials, which way it faces?

AW - Parish Councils are responsible for War Memorials

IH - Planning permission was granted to turn memorial around but War Memorial disagree

LAG Decision:

RL - Proposed LAG Executive members vote:

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

LAG Executive Decision – EOI Progressed to Full Application

Strategic fit - 1

Process - Chair signed and dated Technical Appraisal Form

LAG Advice:

- Understanding of the need for 20% Private Match Funding

8. Evaluation Working Group - Update:

SC - Would like Full Application and Technical Appraisal information attached to the Evaluation Report for each scheduled Evaluation Visit

ACTION: CS to attach information for each Evaluation Visit

9. Communications Working Group - Update:

None

10. A.O.B:

RL - Add to agenda for next meeting

Ross Lowrie closed the Coast & Lowlands LEADER LAG meeting at 20:30