

NEW CLLD FUND
Local Action Group meeting
 15 August 2022
 (11.00am – Microsoft Teams)

NOTE OF MEETING

Present:

Gary White, Peebles CAN (GW) – Voluntary - Chair
 Heather Batsch, The Bridge (HB) – Voluntary
 Lesley Forsyth, Scottish Borders Council (LF) – Public
 Annabelle Scott, Messrs A A Scott (AS) - Private

Secretariat:

Simon Lynch, Scottish Borders Council (Economic Development) (SL)
 Linda Cornwall, Scottish Borders Council (Economic Development) (LiC)
 Nesta Todd, Scottish Borders Council (Economic Development) (NT)
 Gail Blacklock, Scottish Borders Council (Economic Development) (GB)

		Action
1.0	<p>Apologies Luke Comins, Tweed Forum (LC) – Voluntary Hans Watl, Federation of Small Businesses (HW) - Private</p> <p>SL confirmed that 3 members were present (quorate), one member represented the public sector (<50%). The group was not quorate until HB was in attendance. Following the recent resignation of Jules Horne, 4 members required to be in attendance to be quorate.</p>	
2.0	<p>Conflicts of Interest There were no conflicts of interest noted.</p>	
3.0	<p>Minutes of the Last Meeting and Matters Arising As it was not possible to agree the Minutes of the meeting of 11th July 2022 until HB joined the meeting a general discussion ensued on the 8th August meeting brought together at short notice and attended by some LAG and secretariat members. A discussion on recruitment of LAG members took place at this meeting and some members agreed to approach local agencies for representation on the LAG to benefit decision making and local knowledge for project development. SL confirmed that LC had approached AG (SEPA), CH (Nature Scotland), JD (Forestry) and CD (Borders Forest Trust). GW had approached LG (Young People) and MA (Zero Waste). SL had approached MS (Borders Social Enterprise and Ability Borders). SL fed in that Sam Smith – Principal Officer – Economic Development would approach SoSE and VisitScotland to put forward representatives. LAG were happy for</p>	

	<p>representation of LAG to be guided by BMcG (SoSE Director of Operations) who has past LAG experience.</p> <p>Development of Youth LAG has progressed forward and continuing to final stages with youth members in 16-25 age range favoured but with option to recruit either younger or older youth members if deemed beneficial.</p> <p>HB joined the meeting at 11.32am and meeting continued as quorate.</p> <p>GW asked members to agree the Minutes of 11th July 29022.</p> <p>Proposer: AS Secunder: LF</p>	
4.0	<p>Notes of LAG Discussion 8th August</p> <p>See 3.0 above</p>	
5.0	<p>CLLD Programme Progress Reporting</p> <p>SL confirmed that as yet no formal offer of grant has been received from Scottish Government and this had been chased up (intimation was that we would have this by the end of this week). No details as yet as to what it would contain. Purpose of this meeting is mainly to go over and seek approval of pre-publication documentation to get things moving forward and avoid unnecessary hold up of LAG Member recruitment and grant applications. SL advised that MOU can't be signed off by SBC until it has sight of SG offer of grant although SG offer of grant and MOU can be signed off simultaneously. HB suggested it was important to press ahead with LAG recruitment meanwhile as not dependent on SG funding and existing membership is so low it could impede grant approval decisions which need to be made speedily to enable applicants enough time to deliver projects by end February 2023. SL advised some potential applicants had intimated if they did not receive an offer of grant by beginning of October they would be unlikely to proceed through the fund. 35 projects are currently showing strong interest in fund.</p>	
6.0	<p>LAG Recruitment</p> <p>Applications for recruitment of LAG members need to be agreed at this meeting to enable progression forward with recruitment. Application form to be uploaded to SBC website (special page created for new fund) as soon as possible to boost membership.</p> <p>LF will check Principal Officer – Economic Development is happy with application and feed back to LAG later today.</p>	<p>LiC</p> <p>LF</p>

	<p>SL confirmed a Sharepoint site is being set up for LAG Members to view documentation/share information etc.</p> <p>A scoring process along the lines of that used for recruitment of LAG Members at start of LEADER will need to be developed.</p> <p>Conflict of Interest requirements will need to be followed where applicable, again will use procedure along lines of that used for LEADER.</p> <p>Applications to be sent to CLLD url, circulated around Members for approval and successful applications signed off by LAG via email.</p>	
<p>7.0</p>	<p>Fund Structure</p> <p>SL explained the diagram in the Fund Structure document and how it will work for different levels of request. Application forms for up to £20k and requests between £20,001 and £50,000 will be slightly different – level of detail in proportion to request.</p> <p>There will be no identified split of total funding available between the 2 levels of application. SG is still to confirm if there is a maximum percentage of funding for revenue/capital (thought to be 70% revenue, 30% capital but SG still to confirm).</p> <p>Decisions on applications up to £20,000 can be approved by LAG via email. Decisions on applications between £20,001 and £50,000 will be via LAG meeting (if there are applications up to £20,000 at the time of a meeting, these may also be decided there).</p> <p>It is expected that launch of fund will take place end August/beginning September, dependent on when offer of grant is received from SG and signed off.</p> <p>New LAG members will be offered appropriate training to enable them to make informed decisions.</p> <p>SL requested LAG to confirm they were happy with the Fund Structure diagram and suggested decision-making process.</p> <p>Decision: Approved unanimously 4 votes</p>	
<p>8.0</p>	<p>Youth LAG</p> <p>SL requested LAG to confirm they were happy to proceed with work with Youth Borders along structure suggested with youth applications being passed to LAG for final overall approval</p> <p>Decision: Approved unanimously 4 votes</p>	

	AS left the meeting at 12.14pm so meeting was no longer quorate.	
9.0	<p>LAG Logo & Website/Facebook</p> <p>As meeting was no longer quorate no decisions were made on the production of an independent website for the LAG. It was not considered appropriate to develop this in any case unless future funding beyond March 2023 is confirmed by SG.</p> <p>LiC will look into creating a Facebook page similar to that created for LEADER.</p> <p>GW has created a draft logo he will circulate around LAG members for feedback.</p>	<p>LiC</p> <p>GW</p>
10.0	<p>Dates and Times of Future Meetings</p> <ul style="list-style-type: none"> • Tuesday 30th August 2022 – Introduction meeting for new LAG Members (pre-launch discussion) • Tuesday 20th September 2022 – Face to Face meeting to undertake decision making on applications (venue to be confirmed) 	