



# Scottish Borders LEADER

Developing Enterprising Communities

## SCOTTISH BORDERS LEADER PROGRAMME 2014-2020

### Local Action Group meeting

24 October 2017

10am-3pm, Tweed Horizons

### MINUTES

#### Present:

Heather Batsch, The Bridge (HB) - Voluntary  
Frank Beattie, Scottish Enterprise (FB) - Public  
Luke Comins, Tweed Forum (LC) - Voluntary  
Gordon Harrison, Scottish Borders Community Council Network (GH) - Voluntary  
Jules Horne, Creative Arts Business Network (JH) - Private  
Bryan McGrath, Scottish Borders Council (BMcG) - Public  
Jane Rosegrant, Borders Forest Trust (JR) – Voluntary  
Ian Tod, The Hippodrome Arts Centre CIC Ltd (IT) - Voluntary  
Hans Wautl, Federation of Small Businesses (HW) – Private  
Gary White, Peebles CAN (GW) - Voluntary

#### Secretariat:

Fiona McDougall, Scottish Borders Council (LEADER Co-ordinator) (FM)  
Simon Lynch, Scottish Borders Council (LEADER Facilitator) (SL)  
Bartje Magee, Scottish Borders Council (European Programme Support Officer) (BM)  
Nesta Todd, Scottish Borders Council (European Programme Support Officer) (NT)

		Action
1.0	<b>Apologies</b> Paula Ward, VisitScotland (PW) - Public Andrew Mitchell, Berwickshire Community Councils' Forum (AM) - Voluntary Annabelle Scott, Messrs A A Scott (AS) - Private Clare de Bolle, YouthBorders (CdB) - Voluntary John Henderson, Scottish Borders Food and Drink Network (JHe) - Private Ian MacDonald, NFU Scotland (IMacD) - Private Bosco Santimano, You Can Cook (BS) - Private	
2.0	<b>Conflict of Interest</b> HB informed the LAG that she assisted 17/P00043 in the setting up of its CIC. This was discussed by the LAG, but as there was no personal involvement in the outcome, this was not considered a conflict of interest. HW also admitted knowledge of this project in the past but the LAG did not consider this to constitute a conflict of interest.  HB, GW and SL declared a conflict of interest for Project 17/P00031	



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	<p><b>Confidentiality</b></p> <p>Short discussion and reminder on the need for confidentiality regarding the procedures during the meeting. Informing the projects of the decisions made was the job of the LEADER team. Contacting applicants about or with results from the meeting can jeopardise the funding process</p>	
<p><b>3.0</b></p>	<p><b>Minutes from last meeting on 18 July 2017 and matters arising</b></p> <p>Item 3 – 3.3 17/P00035, LAG asked for the previous minutes (April 2017) to be amended to show a change of circumstances allowing the project to come back. This was done, these minutes were signed to reflect the changes made (note added).</p> <p>Item 3 – 7.2 The new pipeline report was sent out with the Progress Report prior to this meeting. The survey will follow shortly as there are a few points to finalise.</p> <p>Farm diversification – FM and AS met to discuss how to increase knowledge about LEADER in the farming community. They produced a Facebook item which was sent round by AS and this has already resulted in an increased interest in LEADER for this stream of funding.</p> <p>Progress Report now includes section on outcomes of projects previously approved.</p> <p>Item 8.b 17/P00041 – it was recommended that the applicant provided feedback on how the buildings will demonstrate their eco credentials. Project provided satisfactory feedback which was circulated and found acceptable.</p> <p>AOB GW offered to provide guidance notes on eco credentials for build and for low carbon agenda. These have now been produced.</p> <p>LAG members asked that projects be provided with scoring guidance to help them write their project plans. This has now been implemented.</p> <p>HB proposed to adopt the minutes as a true reflection of the meeting, BMcG seconded the proposal.</p>	
<p><b>4.0</b></p>	<p><b>Project Applications Round 6</b></p> <p>It was noted that 10 members were present (quorate), 2 members represented the public sector (&lt;50%).</p>	



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	Chair does not vote, unless a casting vote is required.	
4.a	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>17/P00031</b>  <b>Total Eligible Project costs: £73,010.88</b>  <b>LEADER grant requested: £73,010.88 (100%)</b>  <b>Average Score: 57.60%</b>  <b>Decision: Defer.</b>            HB, GW and SL left the room, having declared a conflict of interest.</p> <p><b>Decision:</b>            This project was unanimously deferred, to be decided by written procedure.</p>	
4.b	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>17/P00035</b>  <b>Total Eligible Project costs: £151,872.82</b>  <b>LEADER grant requested: £91,123.69 (59.99999868%)</b>  <b>Average Score: 50.62%</b>  <b>Decision: APPROVE with conditions</b>            HB, GW and SL returned.</p> <p><b>Decision:</b>            Approved 8, rejected 1, the project was approved with two conditions and a recommendation.            Conditions:</p> <ul style="list-style-type: none"> <li>• Match funding to be in place before start of project</li> <li>• Exit strategy – LAG would like to see a further short document that specifies what opportunities become available because of the Project, how much is likely to accrue from each opportunity to show how that improves future sustainability.</li> </ul> <p>Recommendation:</p> <ul style="list-style-type: none"> <li>• LAG would like to see regular progress reports to keep track of improvements to business environment in the Borders. This could include specific actions and targets for example; details of knowledge transfer strategy, inclusiveness and planned implementation.</li> </ul>	
4.c	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>17/P00043</b>  <b>Total Eligible Project costs: £56,945.62</b>  <b>LEADER grant requested: £34,167.37 (59.99999649%)</b>  <b>Average Score: 58.92%</b></p>	



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	<p><b>Decision: APPROVE</b></p> <p>Decision: Approved unanimously.</p>	
4.d	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>(17/P00045)</b>  <b>Total Eligible Project costs: £48,154.00</b>  <b>LEADER grant requested: £28,892.40 (60.00%)</b>  <b>Average Score: 71.11%</b>  <b>Decision: APPROVE</b></p> <p>Decision: Approved unanimously.</p>	
4.e	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>17/P00047</b>  <b>Total Eligible Project costs: £246,669.80</b>  <b>LEADER grant requested: £148,001.88 (60.00%)</b>  <b>Average Score: 67.85%</b>  <b>Decision: APPROVE with match funding and planning conditions.</b></p> <p>Decision: Approved unanimously, subject to planning and match funding.</p>	
5.0	<p><b>LEADER Programme Progress Report</b></p> <ul style="list-style-type: none"> <li>• Green status achieved after recent SG audit (12/10/2017). LAG congratulated LEADER team.</li> <li>• SG published list of funding amounts approved to date by all 21 LAG's and Scottish Borders were 5<sup>th</sup>.</li> <li>• Dates provided for 2018 meetings, including January 2019, which will be the last opportunity to approve one year projects with all project costs claimed by mid 2020.</li> <li>• Co-operation project – 17/P00052 – Re-submitted and Scottish Borders now the lead LAG. This will be decided by written procedure.</li> <li>• 17/P00028 – Lift in place and benefiting customers.</li> <li>• SB LEADER programme now has a strong pipeline of projects. Breakdown of funding provided shows that so far the largest amount of funding is in Berwickshire, the central Borders has the highest number of projects but less funding, and the least activity is in Tweeddale. Request to re-provide the information split as locality based and also a visual map of project destination.</li> </ul>	



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		SL
6.0	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>Complaints &amp; Appeals procedure – previously circulated. LAG is in agreement with this procedure.</li> <li>[A LAG Member] requested 6 months leave of absence due to ill health. Approved (and ‘get well’ wishes).</li> <li>17/P00026 – LEADER team working on first claim but there have been problems with the initial paperwork and numerous delays which has caused the group a cashflow crisis. Organisation has struggled to get the claim onto the LARCS system as it is extremely challenging for a community group and LARCS has made it very complex. Fines can be imposed if there are errors. LAG felt that this was unacceptable as we should be trying to help the customer. BMcG will escalate this to SG.</li> <li>LARCS does provide additional reporting facilities but these are yet to be evidenced.</li> <li>Press – LAG advised that should they be contacted by a journalist looking at 17/P00026, they should direct the enquiry to BMcG.</li> </ul>	BMcG
7.0	<p><b>Amaze Me – LEADER event in Finland, update by participants.</b></p> <p>Excellent presentation and Power Point by Alex Hogarth and Melissa Craig detailing their Amaze Me LEADER experience in Finland on 13 – 20 August, 2017, which was thoroughly enjoyed by the LAG.</p>	
8.0	<p><b>Dates and times of future meetings</b></p> <p><b>Tuesday, 23 January 2018, 10am – 3pm.</b></p> <p><b>15 May, 2018.</b></p> <p><b>21 August, 2018.</b></p> <p><b>30 October, 2018.</b></p> <p><b>22 January, 2019.</b></p> <p><b>Venue: Tweed Horizons.</b></p>	
9.0	<p><b>Business Sub-Group</b></p> <p>Present: GH, GW, IT, BMcG, FB, HW.</p> <p>It was noted that 6 members were present (quorate) and two members represented the public sector (&lt;50%).</p> <p>LAG members confirmed that there was no conflict of interest in relation to the application presented. HW acted as Chair, does not vote unless a casting vote is needed.</p>	
9.1	<p>[Project details and LAG discussions are not published in these minutes]</p> <p><b>(17/P00039)</b></p>	



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	<p><b>Total Eligible Project costs: £56,800</b> <b>LEADER grant requested: £28,400 (50.00%)</b> <b>Average Score: 63.21%</b> <b>Decision: APPROVE with planning conditions.</b></p> <p><b>Decision:</b> Approved unanimously, subject to planning.</p>	
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