

Kelvin Valley & Falkirk/West Lothian LEADER LAG Meeting  
Monday 20<sup>th</sup> June 2016 at 3pm  
CVS Falkirk, Callendar Business Park, Falkirk

<b>Present:</b>	Ian Howarth (Chair) Liz Buchanan Ellen Archibald Mike Ewart Karen Herbert Robert Hunter Jimmy Hyslop Ian Jarvis Janice Kennedy Jim O'Donnell Andrew Wilson Frances Tonner	Falkirk Community Visit Scotland North Lanarkshire Council Central Scotland Green Network CVS Falkirk Falkirk Community Scottish Natural Heritage Friends of Kelvin Valley Scottish Enterprise New College Lanarkshire Falkirk Council East Dunbartonshire Council
<b>Attending:</b>	Emma McMullen Jacqui Davidson	Programme Manager, LEADER Falkirk Council (Minute Secretary)
<b>Apologies:</b>	Niall Campbell Katie O'Donnell Mary Kennedy	East Dunbartonshire Community Scottish Waterways Trust East Dunbartonshire Community

Item	Discussion & Decisions	Actions
1	<p><b><u>Welcome &amp; Apologises</u></b></p> <p>IH opened the meeting, welcoming those in attendance and apologies noted. IH also welcomed JD and thanked her for minuting this meeting.</p>	None
2	<p><b><u>Previous Minutes &amp; Matters Arising</u></b></p> <p>IH invited members to check the Minutes page by page. No errors or omissions were found. The Minute was proposed by JH and seconded by AW.</p> <p><b><u>Matters Arising</u></b></p> <p>RH highlighted to IH that the Farm Diversification event was excellent. IH thanked LAG members and EM.</p> <p>There is space on the website for LAG Minutes and JH happy to put up provisional result of applications. EA noted that if full minutes were</p>	

	<p>updated on the website that Members may feel restricted in mentioning something negative. Members all agreed that the result/decision would be posted; the minutes would follow after approval.</p>	None
3	<p><b><u>Vice Chair</u></b></p> <p>IH advised that LB has agreed to become Vice Chair. EA asked if constitution needs to be amended. EM confirmed a paragraph needs to be added, this can be done for approval at the next LAG meeting.</p>	EM
4	<p><b><u>Constitution/Business Plan</u></b></p> <p>EM confirmed changes to constitution as per item 3 for approval at next LAG meeting.</p>	EM
5	<p><b><u>Register of interests</u></b></p> <p>IH reminded members that all must complete a registered expression of interest.</p> <p>AW asked if it should be noted if volunteering for another organisation but not voting? EM said it should be noted.</p>	All
6	<p><b><u>Programme budget</u></b></p> <p>EM reported that programme is well within budget in terms of staffing and administration with £35,000 approved at the end of March 2016. Funding commitments paper had been circulated in advance of meeting.</p>	None
7	<p><b><u>Scottish Government update: Co-ordinators meeting, Accountable Bodies meeting, Chairs meeting</u></b></p> <p>LARCS is getting closer to being up and running. There have been super users nominated; they will train others at the end of summer. JH had heard that LARCS would not be fully operational until October.</p> <p>Irene Watterson from FVL LEADER is going to train the Admin support at Falkirk on Wednesday</p>	

	<p>the 22<sup>nd</sup> of June.</p> <p>EM updated on discussions at the Co-ordinators meeting in New Lanark. The next meeting will be held in Inverness in September. Accountable bodies meeting, was held on the 9<sup>th</sup> of June. There will be a Chairs meeting on the 30<sup>th</sup> of June in Falkirk which IH will attend.</p>	None
8	<p><b><u>Recruitment</u></b></p> <p>IH explained that for the Development Officers post there are 7 applicants as of last week, there will be a meeting on Monday the 27<sup>th</sup> of June to shortlist candidates for interview. Plans for a second post to be advertised in September.</p> <p>EM explained for the farm diversification and rural enterprise scheme, West Lothian LEADER have decided to use in-house Business Gateway staff. Discussions with FVL LEADER for potential shared staff member have been put on hold by their sub group.</p>	None
9	<p><b><u>Applications</u></b></p> <ul style="list-style-type: none"> <li>• <b>Update on approved projects</b></li> </ul> <p>Spoke 'n' Boot Camping Pods: the site work is to be finished next week. IH had been sent a thank you card. EM reports they are moving ahead, attending Business Gateway workshops. EM is arranging a site visit.</p> <p>EM advised that Shieldhill Butterfly project has been delayed as match funding will be confirmed on Thursday. Work will be starting on the site at the end of summer. EM to speak to the Falkirk Council Press Office team to publicise this as the first community award.</p> <p>EM updated that Colzium Café &amp; Visitor Centre are looking to submit again to September LAG meeting. EA advised that she has a long track record with Colzium and it is not time critical. LB asked if David Carol had been involved in the project, EA unsure but will check. IJ noted there has been great community interest in this project.</p>	<p>EM</p> <p>EM</p> <p>EA</p>

<ul style="list-style-type: none"><li>• <b>Current EOIs and applications</b></li></ul> <p>EA asked about the current expression of interest in Kirkintilloch which has similar goals to Colzium. EM noted that it is a more expensive project with heritage lottery funding and linked with canal heritage. EM is meeting with the applicant. There are currently 21 expressions of interest, EM mentioned there has been growing interest in the Programme but only a few applications.</p> <p>Members spoke of co-operation partnership projects however EM stated that this cannot happen until LARCS is up and running.</p> <p><b>Farm Diversification</b></p> <p>EM advised she has another application on the way however they have not filled in an expression of interest yet. It is for luxury cabins with hot tubs near the Denny area.</p> <p>IH advised Forth Valley have decided to hold a Farm Diversification Event but as EM informs a date has not been set yet.</p> <ul style="list-style-type: none"><li>• <b>Projects for assessment:</b></li></ul> <p><b>Bespoke Community Interest Company: Falkirk Rural Skills Training</b></p> <p>Due to a nominal conflict of interest, KH left the room.</p> <p>EM highlighted the issue of the community/public make-up of LAG members present. There were 11 LAG members in attendance; six community representatives and five public sector representatives, however with KH declaring an interest, this left 50% community representation.</p> <p>As agreed previously and put into practice at the last LAG meeting, EA confirmed she was happy to abstain from voting to allow for one local authority vote. This resulted in 5 community votes out of 9 (56%).</p>	EM
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	<p>EM presented a Bespoke Community Development CIC, the eligible project costs are £184,000 and they are asking for 55.07% over three years. LAG decision: approve with specific conditions:</p> <ul style="list-style-type: none"> <li>- Customer service training to be included</li> <li>- Benefit rural area only</li> <li>- Only 1 year agreed due to only 1 year confirmed match funding. The applicant will need to submit evidence of success and continued match funding for year 2 funding.</li> <li>- Year 1 will start 31st of July 2016 when the project starts.</li> <li>- Grant rate of up to 55.07%</li> </ul>	<p><b>APPROVED PROJECT WITH SPECIFIC CONDITIONS</b></p>
<p>10</p>	<p><b><u>Any Other Business</u></b></p> <p><b>KH returned to the room.</b></p> <p>IH notes in other news that Mary Kennedy has resigned on the 19.06.16 due to a lack of time to serve properly she feels. EA advises that Ros Griffiths could promote the recruitment of a new member and to contact EM.</p> <p>AW advised that he will be stepping down at the December LAG meeting. Pete Reid from Falkirk Council will be taking over as the Council's LAG member and as the accountable body representative.</p> <p>RH advised Dr Edwards from Balfron is interested however he resides in the Forth Valley &amp; Lomond.</p>	<p>EM</p>
<p>11</p>	<p><b><u>Next Meeting</u></b></p> <p>Wednesday the 14<sup>th</sup> of September 2016 at 1pm at Mugdock Country Park. AGM before at 1pm formal then get to business at 1.15pm.</p> <p>Subsequently amended to 12:30pm for lunch, AGM at 1:00pm, LAG meeting thereafter.</p>	<p>None</p>