

**Kelvin Valley & Falkirk LEADER LAG Meeting  
Wednesday 2 December 2015 at 2pm**

**New College Lanarkshire**

**Cumbernauld Campus**

<b>Present:</b>	Ian Howarth (Chair) Robert Hunter Ian Jarvis David Tollick Jimmy Hyslop Katie O'Donnell Liz Buchanan Mary Kennedy Pauline Barnaby Frances Tonner Frank Beattie	Falkirk Community Falkirk Community Friends of Kelvin Valley Falkirk Council SNH Scottish Waterways Trust Visit Scotland E Dunbartonshire community Falkirk Community Trust East Dunbartonshire Council Scottish Enterprise
<b>Apologies:</b>	Niall Campbell Karen Herbert Mike Ewart Ellen Archibald	E Dunbartonshire community Falkirk & District CVS Central Scotland Green Network Trust North Lanarkshire Council
<b>In Attendance:</b>	Emma McMullen	KVF Programme Manager

<b>Item No.</b>	<b>Subject</b>	<b>Action By</b>
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<b>1</b>	<b>Welcome &amp; Apologies</b>	
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IH opened the meeting and welcomed EM on her recent appointment as Programme Manager. IH also welcomed FB back from his recovery from hospital.

IH advised the addition of Irene Watterson, contracted from FVL LEADER for two days per week up to the end of February 2016, assisting EM until a permanent member of staff has been recruited.

IH advised that Paul had tendered his resignation and thanked him for his work as a LAG member.

Apologies were accepted NC, KH, ME and EA.

<b>2</b>	<b>Previous minutes and matters arising</b>	
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IH took the previous Minutes page by page and advised that the attendance was to be amended with IH being in attendance and PC not being in attendance. These Minutes were then represented as a true and accurate record, proposed by RH and seconded by JH.

### **3 Programme Launch**

The members reviewed the launch and supportive comments were heard from around the table. RH noted that there was a lack of local politicians.

IH and EM advised there could be the possibility of more launches into 2016. These would be smaller, local launches based on council areas and contained within the original budget. No objections were raised from members.

EM described the draft communications approach emailed to members which will now be circulated again with this Minute, noting that Scot Govt guidance is awaited.

**EM**

PB suggested that piggy-backing on existing circular meetings should be investigated to assist with efficiencies. Members supported this suggestion.

**EM**

### **4 Applications**

EM described some of the Expressions of Interest (EOIs) and contacts that had been received so far.

Members discussed several issues – what details we need applicants to provide; issues over outcomes; track records of the applicants; rules about training/delivery of projects; issues over project delivery timescales.

It was agreed that the EOI process involved issues principally for the programme staff, in supporting the applicant in coming to a decision to submit an application or not, but that anonymous statistical details of EOIs (number/types received) would be useful strategic information for the members to review from time to time. It was noted that EM would provide further guidance to the LAG on the involvement of LAG members in supporting application development, in view of potential conflicts of interest that then may arise at application scoring.

**EM**

**5 Programme Budget**

**EM**

There were no issues raised by the LAG. The budget has been circulated to members again.

**6 Scottish Government Update**

Gillian McDonald is Alistair Prior's replacement at the Scottish Government with LEADER.

A Co-ordinator's Meeting was held recently in Aviemore where the Scottish Government reported that

- LEADER is likely to be affected by budget cuts related to the Govt spending review. EM noted that this would affect staffing, along with the rest of the budget set.
- Application guidance is supposed to be released this week to applicants and by January for LAGs
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Draft Scot Govt timetable for the Programme was circulated (and to be circulated again with this Minute). KO'D considered the phases to be too short, with the effect that there would be less time for live projects, though JH thought that this would be okay.

**EM**

**7 LEADER Sub-Groups**

**Farm Diversification & Rural Enterprise** now has representation from all Council areas with the next meeting of this Group scheduled for January.

**Communications Sub Group** KO'D, MK, PB and FT all volunteered with EM coordinating.

The **Monitoring & Evaluation Sub Group** needed some time for developing. Interested was noted from JO'D and FB.

**EM**

**8 LAG Member Items**

- Expenses – No-one needed the hard copy forms.
- Register of Interest – To be forwarded by email.
- Folders on USBs circulated
- Maps – circulated

**9 Website**

The website will be progressed by EM.

**10 Support Contract**

This was discussed previously.

**11 ACOB**

Dates for LAG meetings circulated for 2016. Further meeting added for Wed 17 February at 2pm, East Dunbartonshire Council – hopefully the Twechar project site. FT to arrange.

**FT**

KO'D raised the place of residence of beneficiaries. EM to investigate further and report back on any issues.

**EM**