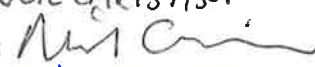


## LAG Meeting


**Date and Time: 28 August 2018, Colzium House, Kilsyth, North Lanarkshire**

<b>Present</b>	Ian Howarth (Chair)	Falkirk community	Non Public
	Mike Ewart	Central Scotland Green Network Trust	Non Public
	Lynne Cooper	Scottish Enterprise	Public
	Ellen Archibald	North Lanarkshire Council	Public
	Ian Jarvis	Friends of Kelvin Valley	Non Public
	Maureen Hill	Scottish Waterways Trust	Non Public
	Neil Christison	Visit Scotland	Public
<b>Attending</b>	Tom Rutherford	Programme Manager	
	Rachel Sedman	Development Officer	
	Irene Watterson	Claims & Compliance Officer (Minute Taker)	
<b>Apologies</b>	Claire Mennim/Ben Mardall	Falkirk Community Trust	Non Public
	Pete Reid	Falkirk Council	Public
	Frances Tonner	East Dunbartonshire Council	Public
	Paul Bishop	Baldernock Local History Group	Non Public
	Katie O'Donnell	Scottish Waterways Trust	Public

### Minutes Approved by (at subsequent LAG meeting):

Name: NEIL CHRISTISON  
Signature:   
Date: 27/11/2018

### Minutes Seconded by (at subsequent LAG meeting):

Name: LYNNE COOPER  
Signature:   
Date: 27/11/2018

<p><b>1.0 Welcome and apologies and assessment of quorum</b></p> <p>IH opened the meeting and welcomed those in attendance. IH introduced NC from VisitScotland who is replacing Liz Buchanan. Apologies were noted from PR, FT, PB and CM/BM. TR confirmed this meeting is quorate.</p> <p><b>2.0 Previous Minutes and Matters Arising</b></p> <p>IH asked the Members to go through page by page of the draft Minutes from the previous LAG Meeting. MH pointed out that there was an error on the first page where she was listed as a Member from Scottish Canals where this should have been Scottish Waterways Trust.</p> <p><b>3.0 Members Declarations of Interest</b></p> <p>TR confirmed there were no conflicts of interest in any of the Projects being assessed at this meeting. ME pointed out that CSGNT is a delivery partner for the Central Canals Development Project with no financial benefit and so no conflict of interest.</p> <p><b>4.0 Resignations and Membership</b></p> <p>IH informed Members that Sandra Sutton from Twechar HLEC had tendered her resignation due to a heavy workload. Robert Hunter has also tendered his resignation due to changed family circumstances.</p> <p><b>5.0 LDS Update</b></p> <p>TR advised Members that following an audit, minor alterations were highlighted and he now confirms that these minor changes have been made. An example of the changes is Scottish Waterways Trust was noted as a public organisation whereby it is a non-public organisation.</p> <p><b>6.0 Programme Update</b></p> <p>TR handed out the budget paper to the Members and displayed it on screen. TR explained that at the beginning of the Programme, £2,118,300 was available to spend. So far, the LAG has allocated £682,870 with £650,559 remaining.</p> <p>TR explained that if all the project applications are successful today, they amount to £450,500. Projects that are in the pipeline for the November meeting amount to £265,000, which is approximately £65,000 over budget.</p>	<p style="text-align: center;">Action</p> <p style="text-align: center;">IW to amend</p>
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TR pointed out that many projects finish with an underspend but this is not known until their final claims are submitted. RS has advised the projects coming to the next meeting that there may not be the money available for their projects.

TR recapped saying that at the beginning of the Programme with its late starting, there were concerns that difficulty would be experienced in allocating all the money and he confirmed that Community projects have taken longer to apply for LEADER funding and Enterprise projects have been more fruitful. If the LAG was allocated more money from Scot Govt for Enterprise projects, the staff were confident that they could allocate to projects before the deadline.

IH asked what the Admin budget was. TR advised circa £150,000.

TR advised the LAG there was a potential Co-Operation Project for the central belt - Fife, West Lothian, Tyne & Esk, KVF, FVL on Industrial Heritage covering Midlothian, East and West Lothians, the canals, Forth Valley, Renfrewshire and Inverclyde. He will keep the Members informed on any more discussions on this.

## **7.0 Scottish Government update: Accountable Bodies Meeting, Co-ordinators Meeting.**

As PR was unable to attend the meeting today, TR could only bullet-point the items discussed at the most recent AB's meeting in August. PR had advised TR that there were another six LEADER areas looking for more money from the areas finding difficulty in allocating their budgets. PR had also said that staff must start pushing projects to submit their claims, which TR assured was happening.

TR also advised that it was mentioned that LAG staff jobs may be terminated by 31 March 2019. This was a bombshell at the AB meeting which took everyone by surprise. TR advised that PR will be raising his issues in writing to Scot Govt. TR advised this will certainly be on the agenda at the next Co-ordinator's meeting next month, which he is unable to attend, however RS will be going in his place. TR also suggested that this is on the agenda of the Chairs' meeting. IH said he also is unable to attend this meeting but LC will go in his place.

## **8.0 Evaluation**

As the LAG members know, an evaluation must be done for this LEADER Programme. TR advised that it is the Members decision whether a Consultant is sought to carry out this piece of work or consider being involved in an evaluation incorporating all 22 Scottish LAGs which has been suggested by other LAG areas. The Members agreed that an evaluation for Scotland-wide would be a very good way to have a good micro-study of the Programme.

## 9.0 Approved projects update

TR updated the Members of the live projects and their progress. The LAG discussed Banton and the projects that are happening in this small village and agreed that it was quite exciting. TR confirmed they have secured the Lottery funding they applied for.

TR reminded the Members of the Joined up Dunmore Project - a Feasibility Study approved in May 18 with 100% funding had unfortunately withdrawn from the project going ahead due to cashflow problems. The community group did not have enough money to enable them to pay their consultant then claim from LEADER. They met with TR and IW several times to see if anything could be done but as this Programme does not allow up-front payments, this group had no alternative but to withdraw their project.

## 10.0 Current EOIs

RS advised the Members that she has been working with an Applicant who wants to set up a livery and run animal therapy alongside. This Application will be coming to the November LAG

## 11.0 Projects for Assessment

### 11.1 Central Canals Development Project

RS presented this application to the Members saying that this is a Co-operation Project with West Lothian LEADER - a 100% LEADER project with a 50:50 split of £77,788.44 from each LAG area, with CSGNT being a delivery partner. RS also said that SWT want to join the steering group for this project.

The Application is for a full-time (2 years) Development Officer's post to project manage some of the actions proposed by the Canal by Bike Feasibility Study, developing a canal visitor strategy and action plan that can be delivered over the next two years and beyond, improving facilities and access, creating business opportunities and working with businesses, increasing use of the canal towpaths in our areas and engaging with communities and creating volunteer opportunities. RS informed Members that this project application has already been approved by West Lothian LEADER LAG.

IH invited the Members to discuss this application.

The LAG discussed the Application and agreed that this project fits very well with the key strategic aims of the Programme.

Members agreed that LEADER investment should encourage additional economic activity and potentially new businesses (and jobs), and has the potential to engage other funders as the project progresses with better connected communities and businesses along with better

sustainable facilities along the canals.

The LAG voted unanimously to approve this Application with Standard Conditions.

Standard Conditions:	7
Specific Conditions:	0
Deferred:	0
Rejected:	0

**Project approved with Standard Conditions**

## 11.2 Frontiers of the Roman Empire Project

RS presented this application to the Members saying that this is a Transnational Co-operation Project to build collaboration between three sites in order to strengthen links between the three parts of the FREWHS, enabling volunteers and staff to visit each other's sites and share best practice and develop a network of contacts to assist with future joint-working.

RS advised that each visit has themes. At the Antonine Wall, the interest in how well engaged community organisations are in the project proposals and how central and accessible the Wall is to a large proportion of the central belt population. The partners will learn from the Antonine Wall's experience of engaging with harder to reach groups.

RS went on to say that at Hadrian's Wall, the key themes will be volunteering and successful promotion. Hadrian's Wall volunteers are successfully engaged on an ongoing basis and the Antonine's team will benefit from finding out about the best way to retain interest.

RS explained that the third theme is for community outreach and tourism approaches for the visit to the German Limes, which is run on a different basis to the UK sites and has more of a focus on reconstructing buildings, forts and towers to encourage tourism, with Communities funding their own infrastructure developments along the Limes.

RS advised the Members that this is a three-way transnational co-operation project. KVF LEADER is being asked for 100% of the Scottish costs only.

IH invited the Members to discuss this application.

The LAG agreed that this kind of funding may have longer term economic benefits for the local tourism industry along the route from those interested in the education and heritage of the wall with learning visits and hosting of others to improve understanding of the cultural heritage. ME requested that the subsequent learning report be widely circulated amongst stakeholders.

The Members agreed that this project fits within KVF LDS - Heritage Tourism and Leisure and has the potential to make significant contributions to maximising local impacts by exploiting the tourism and visitor potential of key assets, connecting communities to natural and cultural heritage and utilising key assets to promote wider strengths and opportunities of the area.

The LAG voted unanimously to approve this Application with Standard Conditions.

Standard Conditions:	7
Specific Conditions:	0
Deferred:	0
Rejected:	0

**Project approved with Standard Conditions**

### 11.3 Banks Road to Tintock Tunnel

RS reminded Members that this application had visited the LAG almost a year ago but it had incurred problems with ascertaining who owned the land along the route and at the time did not know how many landowners there may be - information that was imperative before progressing this Application.

Once all the land owners were identified, a Land Owner Agreement from the Applicant and other land owners (for a minimum of 5 years) would have to be in place for the path to be constructed and used. This has now been done.

The aims of this project is to establish a link between the Forth and Clyde canal side and the Hillhead community through a newly constructed canal side access path which is approximately 1600 metres in length. An established path already exists to the north side of the canal and can be linked through the Tintock Tunnel. RS went on to say that the project is primarily for the benefit of the local community of Hillhead, connecting them to the canal and giving easy off-road access to Kirkintilloch town centre by foot or bike. However, it also links with the John Muir Way and the Antonine Wall and the applicant has stated their intention to attract more visiting cyclists and walkers into the area.

IH invited the LAG to discuss:

The LAG agreed that this path will help the local community but there was conflicting opinions on whether this project had economic impact or not.

The LAG agreed that it was comfortable that recent confirmation of remainder of funding will be provided by Sustrans as a match to works that East Dunbartonshire Council are doing in the area and the new path will be included in the Landscape Maintenance Contract and maintained by their appointed contractor.

The LAG voted unanimously to approve this Application with Standard Conditions.

Standard Conditions:	7
Specific Conditions:	0
Deferred:	0
Rejected:	0

**Project approved with Standard Conditions**

#### 11.4 STS CIC Workshop and Energy Generation System

RS presented this project to the LAG saying the project is for a workshop facility to provide better services and opportunities for the immediate local area. No-one else in the area is providing the services of STS and it will actually benefit several other groups working in the area as this facility will have a very localised impact. This project is a good strategic fit across all themes - social enterprise working across environmental, skills training and sustainable communities.

RS explained this project involves the purchase and installation of a Solar PV energy generation system, which will be used to provide the electrical needs of the workshop, such as mains power and lighting. The centre will also provide access to formal courses and workshops which are available on site, focusing on recycling, carbon literacy and local food production, delivered both by the CIC and other local community groups and organisations.

Application has been made to Awards for All for match funding. Awards for All are waiting for today's LAG decision before assessing their potential grant. Awards for All also require a 5 year lease and permissions to be in place. A bridging loan with SIS has also been applied for to help cashflow the project.

This project will allow a step change in a small CIC that will bring increased local employment and training opportunities, services for communities, such as production of compost and the growing of fresh produce for the foodbank; and a new facility to be used by the organisation and their partners.

IH invited the LAG to discuss:

The Members pointed out that costings were based on a feasibility study one year ago so there may be some fluctuation on prices.

The Members agreed that the project in itself is very interesting and is receiving much support from leading local and national enterprises like Forth Environment Link. FEL are very respected in their field and have an excellent track record in the particular field of work that STS are wanting to work within in the Bo'ness area. STS are no 'fly by night' organisation and their volunteer team of workers have been persistent in trying to move their concept in a new direction to benefit many others in the Bo'ness area.

The LAG voted to approve this Application with Standard Conditions.

Standard Conditions:	6
Specific Conditions:	0
Deferred:	1
Rejected:	0

**Project approved with Standard Conditions**

## 11.5 Keppochhill Curated Cottage

RS presented this Project to the LAG displaying some photographs of the dilapidated cottage on screen. RS explained that applicant's have come up with the innovative idea of a 'curated cottage', renovating this property as a holiday let with each room themed around a specific place and, as a whole, the rooms will paint a rich and immersive portrait of the Valley and its neighbouring icons, these being Banton and the Swan Inn, the Forth and Clyde Canal, the John Muir Way, the Kilsyth Hills, the Colzium Lennox Estate, the Antonine Wall, the Kelpies and the Falkirk Wheel.

RS explained that the Applicant's intention is to inspire their guests and enable them to forge a deep and creative relationship with the region, its assets and its artists. RS went on to say that although fairly ordinary on the outside, the curation element of the project is extremely exciting and the enthusiasm of the Applicants has infected local artists (as well as those further afield) to become involved in the project before funding has been secured to turn this into a reality. This project fits well with the LDS, and will provide unique accommodation within the tourism sector. It is across the road from a recently started community owned pub, also supported by the LAG, and the owners are keen to maximise promotion of local attractions and businesses, as well as supporting local artists. RS said that their Building Warrant is expected to be granted by mid- September with the project starting immediately upon this permission being granted.

IH invited the LAG to discuss:



The LAG agreed that the Kelvin Valley area's tourism figures have increased greatly over the last few years but there is a lack of good accommodation to encourage visitors to stay longer and this Project sounds very positive.

Standard Conditions:	7
Specific Conditions:	0
Deferred:	0
Rejected:	0

**Project approved with Standard Conditions**

## 11.6 Underwood Caravan Park

RS presented this Application to the LAG. The project is to convert former farm land to a certified touring caravan site to accommodate a maximum of 5 touring caravans on the site at any one time. RS displayed an arial view of the site on screen, explaining that it's a unique secluded setting adjacent to the Forth and Clyde canal and footpath. The canal sees regular activity with passing barges during the summer season and the working lock gate within yards of the park, provides and creates interest as barges pass through. RS explained there has been a significant amount of work already done towards developing this site. Originally, planning permission was sought for the caravan park. All the requirements including capping the land with a membrane chemical barrier, raising the land a minimum of 200mm and providing soil test results. There was also a requirement to provide 3 passing places on the narrow road to the site which was done by the Applicant at a considerable costs and so project costs have already been sizeably reduced. RS explained that with a relatively small grant from LEADER, a new tourism facility on the canal will be created. The new business (together with the separate rebuilding / redevelopment of the adjacent canal-side pub, Underwood Lock) has the potential to create a mini visitor hub on a section of the canal that at present has limited facilities.

IH invited Members to discuss.

The Members agreed that this would be a welcome asset to the canal.

Standard Conditions	6
Specific Conditions	1
Deferred	0
Rejected	0

**Project approved with Standard Conditions**

NB (The specific condition for Underwood (only 1 person requested) was an updated/clearer financial breakdown in their project plan. Although this was not a condition, this has now been

provided and is now on LARCs).

## 12. Co-operation Activity

TR advised other LAG areas have been discussing a potential Co-operation project on industrial heritage and the canals with KVF, FVL, Tyne & Esk and West Lothian LEADER Programmes being involved. He advised the next Co-Ordinator's meeting is being held next month at the National Mining Museum where this will be discussed further and Members will be updated at the next meeting in November.

The Evaluation was discussed earlier in the meeting and there was no more discussion about this at this time.

## 13. AOCB

IJ informed the Members that new leaflets are being produced by Kelvin Valley News and Friends of Kelvin Valley and will bring some along for Members to distribute.

## 14. DONM

The next LAG Meeting is scheduled for 27 November at 12.30pm. The venue will be at Falkirk Stadium and will also include the Annual General Meeting.

IH thought it beneficial to have arrangements made today for a LAG meeting in January 2019. He informed the Members that this may be the last LAG meeting for this LEADER Programme. The date was set for 24 January 2019. Timing and venue to be arranged.