

Renfrewshire LAG

Minutes of Meeting: 8th June

Castle Semple Visitor Centre, Lochwinnoch

Agenda Items

1. Present:

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| Charlie Woodward | Clyde Muirshiel Regional Park (Chair) |
| Donald Cochrane | National Farmers Union |
| Robert Carruth | Access Forum |
| Avril McLean | WRVS |
| Aileen Monk | SRANI |
| Jimmy Hyslop | Scottish Natural Heritage |
| Tommy McGrory | Forestry Commission Scotland |
| Toby Wilson | RSPB |
| Ruth Cooper | Renfrewshire Council |
| Lynn Hollands | Renfrewshire Council |
| Keren Ferguson | Renfrewshire Council (Project Coordinator) |
| Roy Morrison | Renfrewshire Council |

2. Apologies:

Janis McDonald (RCVS), Tom Fulton (Bridge of Weir Community Council), Andrew Eadie (Renfrewshire Local History Forum).

3. Minutes of previous meeting – 9th March 2010

Approved

4. Application Decision-making Process and Delegated Powers

Following discussion, the recommendations were accepted and the report approved with the following amendments:-

- Tier 1 applicants will be given the opportunity to make a presentation to, or could be invited to further discuss their applications with, the Management Group.
- Tier 2 applicants will be offered and/or encouraged to make a presentation to the LAG
- Tier 3 applicants will be required to make a presentation to the LAG if requested
- In order to minimise time commitments, PAG business will be conducted by e-mail as far as possible.
- Where applications are accompanied by consultants reports and other additional documents the additional information will only be circulated to LAG and/or PAG

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Members by exception i.e. where these add significantly to what is contained within the application. Otherwise, copies will be available to LAG/PAG members on request.

- The LAG chairperson will be a standing member of the PAG.
- There will be a maximum of 3 from the management group sitting on the PAG. The PAG will act to make recommendations to the LAG. Management group members will not have a vote in decisions/recommendations made by the PAG.

5. LAG Membership

Following a short discussion on the sectoral spread of the LAG membership (public/private/etc), the recommendations were accepted and the report approved.

6. LEADER Boundary Map – request from the Scottish Government for extension of the Leader area to include Inverclyde

The group felt that more information was required before a decision could be made. KF to raise issues with Scottish Government Leader Team and request a presentation to/meeting with the Group to clarify the situation.

7. LEADER Applications

- **Update on Approved Applications**
 - i. Development of the Semple Trail. SRANI : AM declared an interest and left the meeting during the discussion. The chair asked for nominations to be on the interview panel for the new post of project coordinator – AMcL and RbtC put their names forward
 - ii. Discover Clyde Muirshiel Wildlife on Screen. Clyde Muirshiel Regional Park amended application: was approved by the group. KF advised that a monitoring visit to the project would be arranged in the near future
- **Consideration of Current Applications**
 - i. Lochwinnoch Nature Reserve Redevelopment – Community Research Study. RSPB. Following receipt of the additional background information requested, this application was approved subject to confirmation of the match funding being in place. This should be submitted in writing by RSPB before the next LAG meeting

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on 7th September 2010. If confirmation of match funding is not received by that date approval of the application will be withdrawn.

8. LEADER Promotion and Events

The report outlined actions to promote Leader funding opportunities and increase local participation. Following consideration the recommendations were accepted and the report approved.

9. Election of LAG Chairperson

The report was considered and nominations called for. One nomination was received and seconded. Avril McLean (WRVS) was appointed to the role, effective immediately. The group extended its thanks to Charlie Woodward for his contribution as temporary chair.

It was noted that:-

- a. Point 1 under Duties of the LAG Chairperson should be amended to read "Facilitate all Local Action Group meetings and Project Advisory Group meetings"
- b. Point 7 should be amended to read "Responsible for all matters pertaining to the operation of the LAG and staff". Note: The signing of decision letters would remain the responsibility of Renfrewshire Council as Lead Applicant

10. A.O.B

- a. RC advised that a reprofiling of the Leader funding would be carried out and advised to Scottish Government Leader Team.

RC asked the Group to note that Leader grant not drawn down by the end date would be lost and advised that an updated financial report showing budget commitments and balance should be tabled at future LAG meetings. [It should be noted that spend targets and profiles must be agreed with Scottish Government Rural Communities Empowerment Team (RCET) annually (please see SLA Ref 15.2) and that updates to the Group will inform this process]. The group approved the recommendation to be actioned by the Management Group.

- b. CW circulated copies of a letter sent to the Scottish Government on behalf of Scottish Leader LAG Chairs, Lead Bodies and Coordinators expressing concern about the lack of clear guidance on the operation of the Leader Programme and a further request for clarification on the points contained within the letter and table attached. The Group noted the content of the letter.

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- c. CW noted an earlier discussion with the Management Group regarding the need for an audit of the Renfrewshire LAG processes and procedures as noted in the Service Level Agreement between the Scottish Government Rural Payments and Inspections Directorate (RPID) and Renfrewshire Leader Local Action Group (please refer to SLA Ref 5.6).

RM advised that it is a condition of grant that Renfrewshire Council's Internal Audit Team carry out this work on behalf of the group. The expected start date is November this year with completion by the end of December. The final report must be copied to the RPID as requested during their recent monitoring visit. The Group noted this requirement and charged the Management Group with the task and with feeding back to the Group

- d. KF advised the group that the Scottish Government Rural Community Empowerment Team (RCET) will be carrying out a monitoring check on 5% of expenditure (as specified in the SLA) on 22nd July this year. This will be coordinated by the Management Team. A checklist and guidance notes have been issued by RCET. The outcome will be reported to the Group in due course.

11. Date of Next Meeting

- Tuesday 7th September 2010 at Castle Semple Visitor Centre, Lochwinnoch at 1pm. A light lunch will be provided.