

SHETLAND LEADER 2007 - 2013 LAG

MINUTES OF LAG MEETING HELD IN EDU BOARDROOM AT 9.30AM ON THURSDAY 25th AUGUST 2011.

Present: Douglas Irvine, SIC (Chairperson)
Mhari Pottinger, HIE Shetland (Vice Chairperson)
Diana Abernethy, AB Associates Ltd
David Cormack, SGRPID
Tommy Coutts, SIC
Bill Crook, SIC
Michael Duncan, SIC
Pete Glanville, Shetland Organics
Maree Hay, NCDC
Ruth Henderson, Seafood Shetland
Kathy Hubbard, Shetland Arts
Jennifer Mouat, SSMO
Kathleen Sinclair, NFU
Jeemie Smith, FSB
Sally Spence, SIC

Sheila Tulloch, SIC – LAG Co-ordinator

1. Apologies and Introductions

Apologies were received from Alan Blain, SAT and Ann Johnson, SNH.

2. Membership Balance

The public/private status of the group was checked and there was an appropriate balance.

3. Declarations of Interest

Declarations of interest regarding the following potential projects were noted;

- 071 – Hillswick Hall Development (LEADER Action 1). Jennifer Mouat declared an interest as a Hillswick Hall Committee member.
- 082 – Shetland Rugby Club – Rugby Development Officer (LEADER Action 1). None.
- 084 – Shetland Islands Council – Youth Participatory Budgeting Project (LEADER Action 1). Douglas Irvine, Tommy Coutts, Michael Duncan, Sally Spence and Bill Crook declared an interest as SIC employees.
- 085 – Shetland Islands Council – External Funding Database (LEADER Action 4 Convergence). Douglas Irvine, Tommy Coutts, Michael Duncan, Sally Spence and Bill Crook declared an interest as SIC employees.

4. Minutes of 30th June 2011

The minutes were proposed by Sally Spence and seconded by Michael Duncan.

5. Matters Arising – not dealt with elsewhere

Sheila Tulloch explained the monitoring visit had gone well, positive feedback had been received and she had found it quite helpful.

The Burravoe and District Development Group project will be unable to proceed as per the approved LEADER application due to a lack of match funding. The group are now looking at other options for their project. They will need to reapply to LEADER as the project may be significantly different from what was originally approved.

6. Budget Updates

Maree Hay entered the meeting.

Sheila Tulloch discussed the latest updates. The main point raised on approvals concerned underspends on some projects. The SIC Dialect Development Project had a large amount still to claim, however, Sheila explained it was a three year project meaning it would have to reapply after year two and the budget would be reviewed at this point. The Mirrie Dancers project was discussed and it was explained that the project cannot be completed until the light display can be installed in Mareel.

The expenditure profile was tabled. Sheila stated it was difficult to encourage applicants to come forward with claims. All projects must claim quarterly even if it is a nil claim. Each project has different circumstances; some will spend and claim quicker than others.

7. LEADER Action 1 Projects for decision

071 Hillswick Hall Development

Jennifer Mouat left the room.

This project was discussed at the last meeting and the LAG wished to see the full application before making any decision. The applicant was seeking a higher percentage of funding than the 50% usually available to LEADER applicants. The Hillswick Hall was seeking 65.6% or £245,519 of LEADER funds for their project to renovate their Hall. Scottish Government guidance permits grants for Action 1 projects of up to 90% of eligible expenditure, however, the Shetland LAG decided to keep the grant rate at 50% due to the high amount of applications being submitted to LEADER and the level of funds available.

This application was one of six to transfer from the SRPD Community Services and Facilities measure to LEADER Action 1. At a meeting on 18th November 2010 the LAG agreed to allow the Hillswick Hall the opportunity to apply for the £220,000 that had been transferred across from SRDP to LEADER Action 1.

Sheila explained the circumstances regarding VAT for the project. Hillswick Hall are VAT registered but there is no accurate way of knowing how much they will actually be able to reclaim on this project. This is a common issue with capital projects of this type. As a result the applicant has to be prudent and include VAT in costs in the application. The actual amount the applicant claims may be less depending on how much VAT is reclaimable.

The LAG discussed the application and felt it was a worthy project in a target area, the group were aware of how much time, money and effort the Hall committee have put into developing the project to this stage. The LAG decided to view this project as a special case and award the 65.5% requested.

Jennifer Mouat entered the room.

082 Shetland Rugby Club – Rugby Development Officer

The group discussed this project seeking 49% or £31,000 for this two year project to employ a full time development officer to increase participation in rugby at all age groups. A similar project in Orkney was awarded LEADER funding from the Orkney LAG.

The LAG were pleased to see that the project had wider aims that focused on promoting healthy lifestyles as well as having links with the SIC Active Schools programme and NHS' Healthy Living Programme.

Sustainability of the project after two years was discussed and it was noted that the project may become mainstreamed or a bank of volunteers will be built up to sustain activities.

The LAG unanimously decided to approve the project.

Douglas Irvine, Tommy Coutts, Michael Duncan, Sally Spence and Bill Crook left the room. Mhari Pottinger stepped in as chair.

084 – Shetland Islands Council – Youth Participatory Budgeting Project (LEADER Action 1)

SIC Environmental Health were seeking 50% (£4,100) for a youth participatory budgeting project. The project will involve working with young people aged between 12-25 to identify their needs, debate new projects and allocate a budget in a democratic and transparent way. At the potential projects stage the LAG had asked for more information on how the project would engage with young people. The LAG were satisfied that the full application contained enough information to answer this.

Maree Hay stated she had been involved in a previous participatory budgeting project and it had been a great success. The LAG decided that as the project had a good fit with the business plan and young people were a target group to approve the project.

**085 – Shetland Islands Council – External Funding Database
(LEADER Action 4 Convergence)**

SIC Sport and Leisure Service (Grants Unit) were seeking 50% (£4,375) to subscribe to two funding database products for the benefit of both the SIC and Shetland's voluntary sector.

At the potential projects stage the LAG had raised a number of queries including additionality, sustainability and training. The group felt these had been addressed in the full application.

The LAG discussed the application and felt it was a worthwhile project. LAG members are aware first hand of the difficulties facing groups trying to find and access sources of funding. The LAG felt it would be useful if the applicant could record statistics regarding the amount of funding applied for or secured as a result of this project.

The project was approved.

Douglas Irvine, Tommy Coutts, Michael Duncan, Sally Spence and Bill Crook entered the room and Mhari Pottinger stepped down from the chair.

8. AOB

Fetlar Green Transport

A revised application may be submitted for this project shortly.

Future Projects

Sheila explained a project may be coming forward regarding proposed serviced sites extending the industrial estate at Cullivoe in Yell.

LEADER Co-ordinators meeting

Sheila stated she did not attend a meeting held recently due to the amount of travel time required. She had enquired about video conferencing facilities but none were available. The LAG felt it would be a more efficient use of time if video conference facilities could be made available for more meetings where travel off the island is required.

Scottish LEADER Conference

Sheila stated this conference will take place next week and she and Mhari will attend.

9. Date of next meeting/closure

20th October 2011, EDU Boardroom.

Meeting closed at 10.50 am.