



MINUTES

Local Action Group – Rural Enterprise Sub-Group Meeting – 2pm Friday 16th October 2015

Held at:	Kirkbank House, Dumfries	
Present:	Sharon Glendinning (SG) Teresa Dougall (TD) Eva Milroy (EM) Lesley Jackson (LJ)	Gill Khosla (GK) <u>Chair</u> Judith Johnson (JJ) Paula McDonald (PM) Chris Churms (CC)
Staff:	Nicola Hill (NH)	Simone Tyrie (ST)
Absent:	Gill Dykes (GD)	

Welcome

Gill K opened the meeting with a word of welcome and thanks for being elected chair of the Rural Enterprise group.

Introductions

All attendees introduced themselves to the group.

Whole LAG decisions

Nicola explained that each group needed to come to a consensus on a number of matters regarding decisions that need to be made by the whole LAG. Decisions will be fed back to the Strategic Management Group (SMG) by Gill K, as chair of the Rural Enterprise Group.

5% private funding in match funding portfolio

Nicola explained this had been a requirement in the previous programme and that in kind will not be eligible as match funding in this new programme. There is no requirement for 5% private match funding per Scottish Government Guidance, it is in the gift of each group to decide this. The Rural Enterprise Group was advised by NH that this may be part of the criteria the group wish to set for future applications. A discussion took place and the consensus was that the group would like to see private match funding within the match funding portfolio of projects. The group were agreed that there were still details that needed to be decided on.

Action Point: Gill K to take the decision to the SMG.

Delegation of responsibilities to the LEADER team.

A group discussion took place about the different areas of delegation

Expenditure – it was unanimously agreed that an upper limit of £1,500 for individual item expenditure could be undertaken by the LEADER team.



Supporting communities across Dumfries and Galloway



Action Point: Gill K to take the decision to the SMG.

Application change request thresholds – the following criteria was proposed and unanimously agreed barring any changes by Scottish Government.

- Any budget changes up to 25% in any budget heading can be decided on by the finance coordinator.
- Any budget changes between 25% and 50% can be decided on by the LEADER coordinator.
- Any budget changes between 50% and 75% can be decided on by the Chair of the group under which the project was supported.
- Any budget changes between 75% and 100% of any budget heading must be circulated to the group members. The decision will be made based on the majority of the answers received.
- Any new budget headings must be circulated to the group members. The decision will be made based on the majority of the answers received.
- Any other changes such as new contact details etc. can be decided upon by the finance coordinator and the LEADER coordinator.

Action Point: Gill K to take the decision to the SMG.

Overseas business travel / attendance at conferences – A discussion took place regarding the nature of the LEADER programme and how cooperation projects, networking and knowledge transfers were an integral part of LEADER and it was unanimously agreed that overseas business travel & attendance at conferences was important and should be continued.

Action Point: Gill K to take the decision to the SMG.

Rural Enterprise Group decisions

Nicola stated that the criteria was in the gift of the group to set and once set it would be published for potential applicants.

Meeting dates/location/time - A discussion took place and it was agreed that for year one all of the meetings would be held in the day and in Dumfries, venue to be confirmed.

Application deadlines – Nicola provided a paper showing the deadlines suggested for the Rural Enterprise applications and explained the various stages of the process. A discussion took place and the suggested dates were agreed unanimously by the group.

Expressions of Interest

A number of expressions of interest which have already been received were discussed by the group to show the type of projects that might come forward.

AOCB

None

Date of Next Meeting

Tuesday 10th of November 2015, 2pm. Kirkbank House Meeting Room