

Highland LEADER 2014 – 2020 Programme
Inner Moray Firth North LAP Meeting
6.30 – 8.30, 13 January 2016, Alness Heritage Centre

Attendance:

Helen Barton
Val Cameron
Tom Davis
Sheila Fletcher
Alan Hasson
Robert James
Elizabeth Lochhead
Sarah Mackay
Angela MacLean
Iain McCallum
John McHardy (Chair)
Anna McPherson
Jillian Munro
Martin Rattray
Franca Reid
Alasdair Rhind
Jodie Riddler
Gordon Robertson
Helen Ross

Sophie Mitchell, Highlife Highland
Fiona Cameron, Highland LEADER Programme
Judith Wainwright, Highland LEADER Programme

Apologies

Apologies were received from Carolyn Wilson, Fiona Robertson, Jennifer Barclay, Hannah Ross and Anna MacPherson

Minutes of Last Meeting

The minutes of the last meeting held on 9 December 2015 were proposed as an accurate record of that meeting by Robert and seconded by Franca.

With respect to the action regarding the Programme administrative costs, a letter explaining these is to be sent to Alasdair Rhind. It can be forwarded on request to other members of the LAP.

FC

Meeting Agendas

These and other key documents for future meetings will be available on screen, to avoid the need for members to print copies.

JW

Prioritisation of Outcomes and Identification of Project Priorities

Three sub groups were formed and each group was asked to consider how many outcomes should be focused on in the Local Area Action Plan – i.e. where the cut-off point should be, and then to consider priority project activities within each selected outcome.

The groups reconvened and fed back on their discussions. Rather than considering specific project activities, discussion has generally focused on criteria for projects that should be funded. It was agreed that:

- All applications must demonstrate that funding has been sought from other available sources – LEADER should not be the first funder approached
- All projects must demonstrate clear legacy
- All applications should demonstrate clear community need
- 100% funding will not be available

It was suggested that the top six outcomes should be included, although there was some discussion that Outcomes 4 (Impact of funded projects can be better demonstrated....) and 6 (Increased partnership working...) would most likely deliver one of the other outcomes from the top 6 and be unlikely to be the main outcome of a project in themselves.

HR

It was agreed that the LAP would like the flexibility to consider an exceptional project that met one of the four lowest ranked outcomes. Helen Ross will provide the wording suggested by her sub group.

JW

To take this forward and agree prioritised project activities for the Local Area Action Plan, it was agreed that Judith will provide a 'starter for 10' which will draw on work undertaken by the IMFN Steering Group and other LAPs, by providing suggested activities for each of the top 6 outcomes. This will be distributed by Wednesday 20/01/16. Members will be required to review this and provide feedback by Wednesday 3/02/16 so this can be collated ahead of the next meeting.

ALL

Additional Funding Criteria

Additional funding criteria were discussed and agreed:

- Minimum LEADER Grant - £1,000
- Minimum project costs - £5,000
- No upper limit to LEADER Grant - but applicants should be reminded of the total funding available to the area (similar to wording in Caithness Plan) and advised that they will need to be able to demonstrate that the benefit/impact of a project will have to be commensurate with the level of funding being sought

Applicants should be made aware that all applications will be subject to a robust assessment.

It was also noted that the LAP will need to be prepared to say 'no' or offer reduced funding to applicants, where a project doesn't fully meet the priorities or additional

criteria, or where other projects demonstrate better value for money in terms of benefit/impact.

LAP Membership (Angela MacLean left the meeting for this point)

The meeting considered an application to join the LAP from Mary MacDonald. It was recognised that Mary was a hugely competent individual who could add value however, however there were concerns that the group is already large, Mary does not meet either of the criteria where there are currently gaps in membership (healthcare experience or 30 – 44 age group) and Cromarty Firth where Mary lives/works is already well represented.

It was agreed that Mary's application will be retained and reconsidered as/when any current members leave. Judith will speak to Mary.

JW

Declarations of Interest

Judith outlined the requirement for all LAP members to complete a Declaration of Interest Form. Elected members may provide a copy of the form they have already completed in relation to their councillor role.

Forms should be completed, signed and returned to Judith in hard copy.

ALL

Operating Guidelines

The Local Area Action Plan will need to include reference to the Operating Guidelines. Those governing the Strategic LAG can be adopted or amended. All members are to review and feedback comments to Judith by 27/01/2016.

ALL

Next Meetings

Arrangements for future meetings were discussed. Ana and Hannah are only available for meetings on Mondays, however a number of other LAP members could not manage Mondays. It was agreed that two meetings will be held. Meetings will continue to be held on Wednesdays as this is the date that suits most members and additional meetings will be held on Mondays prior to each of the Wednesday meetings.

The additional meetings will be chaired by Betty and held in Alness; whilst these will primarily accommodate younger members, all LAP members are welcome to attend both meetings.

It was agreed that the next meeting will be held on Wednesday 17 February 2016 at the Alness Heritage Centre from 6.30 to 8.30pm. Tea/coffee/sandwiches will be available from 6.00pm.

The Monday meeting will be held on Monday 8 February to avoid the half term break. Judith will liaise with Sophie and Betty re arrangements.

JW