

Arwain Sir Benfro

Pembrokeshire Local Action Group Meeting Minutes

Bloomfield House Community Centre
15th December 2014 3.00pm

Present:

Nic Wheeler –Chair (Independent)
 Tony Baron – Federation of Small Businesses (FSB) (Private Sector)
 Gareth Bond – Pembrokeshire College (Public Sector)
 Susan Boughton-Thomas – One Voice Wales (Public Sector)
 Sonya Douglas – Indycube (Private Sector)
 Rhidian Evans – Menter Iaith Sir Benfro(Third Sector)
 Stella Hooper – Port of Milford Haven (Private Sector)
 Denzil Jenkins Cymdeithas Cwm Cerwyn GMC (Third Sector)
 Vanessa John – Pembrokeshire Association of Voluntary Services (PAVS) (Third Sector)
 Tegryn Jones – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)
 Sara Kenny – Job Centre Plus (Public Sector)
 Emma Lewis - Pembrokeshire Association of Community Transport Organisations (PACTO) (Third Sector)
 Paul Lloyd – Pembrokeshire Business Initiative (PBI) (Private Sector)
 Caroline Mathias – Chwarae Teg (Third Sector)
 Robin Mogg – Pembrokeshire Business Network (PBN) (Private Sector)
 Gareth Morgan - Hywel Dda Health Board (Public Sector)
 Ken Murphy – Dyfed Archaeological Trust (Third Sector)
 Helen Murray – Pembrokeshire Local Action for Enterprise and Development (PLANED) (Third Sector)
 Mike Plumb – National Farmers Union (NFU) (Private Sector)
 Jane Robinson - Pembrokeshire Housing Association (Third Sector)
 Brian Thomas Farmers Union of Wales (Private sector)
 Steve Whitehead – National Trust (Third Sector)
 Liz Williams - Pembrokeshire Tourism (Private Sector)
 Andrea Winterton – Natural Resources Wales (NRW) (Public Sector)

In attendance:

Sarah Hughes, Catrin Bradley, Liz Thomas – Pembrokeshire Local Action for Enterprise and Development (PLANED)

1. Welcome and introductions	Nic Wheeler welcomed everyone to the meeting.
2. Apologies	Wendy Goldsworthy - Dragon LNG (Private Sector)

	<p>Stephen James – Local Business, Farming (Private Sector) Dr Steven Jones – Pembrokeshire County Council (Public Sector) Linda Rehorn – Community Forum Network (Third Sector) James Roach-John – Pembrokeshire Communities First (Third Sector)</p>
3. Minutes of the LAG meeting 12 November 2014	The minutes were approved as <i>proposed by Caroline Mathias and seconded by Ken Murphy</i>
4. Matters Arising	<p>The nominations for champions were all confirmed as:-</p> <ul style="list-style-type: none"> • James Roach-John, Pembrokeshire Communities First – Tackling Poverty • Caroline Mathias, Chwarae Teg – Equalities • Rhidian Evans, Menter Iaith Sir Benfro – Welsh Language • Ged Davies, Natural Resources Wales - Sustainable Development • Denzil Jenkins, Cymdeithas Cwm Cerwyn - Uplands. <p>Wendy Goldsworthy had agreed at a previous meeting to head up the appeals procedure which would then exclude her from the selection process. This was confirmed.</p> <p>PLANED's Welsh Language Policy was accepted. It was suggested that simultaneous translation be made available at future meetings.</p> <p>A glossary was provided as discussed.</p>
5. Declarations of Interest	None declared
6. Terms of Reference - P6 – 141215	All members had received the updated Terms of Reference. The acceptance of the updated Terms of Reference was <i>proposed by Tony Baron and seconded by Ken Murphy</i> .
7. Complaints Procedure – P7 - 141215	The Complaints Procedure which had been tabled at a previous meeting was accepted, <i>proposed by Ken Murphy seconded by Vanessa John</i> .
8. Future Chair	Nic Wheeler (current Acting Chair) left the meeting for the period of discussion and voting. Helen Murray led the discussion for this item. It was noted that at the previous meeting, Sue Leonard had proposed Nic Wheeler as Chair and it had been established that he accepted this nomination. <i>The proposal of Nic Wheeler as Chair was confirmed by Vanessa John, seconded by Emma Lewis and agreed unanimously</i> . No other nominations were received.

	Nic Wheeler returned to the meeting and accepted the role as Chair, thanking members for their confidence.
9. Selection Procedure	<p>Nic Wheeler invited Helen Murray to outline the document. She outlined the five sections of the document and invited discussion of what would become the guiding principles of the LAG in selecting projects. The members went through the document page by page and made a number of suggestions.</p> <p><i>It was agreed that there will need to be a standard application pack once the process is agreed.</i></p> <p>A draft of the revised selection procedure document will be circulated before the next meeting.</p> <p>This initial period of the LAG had been dealing with the set up process and now will move on to advertising the opportunities to bid for money once final guidance is received and money confirmed.</p> <p>Helen informed members that a Welsh Government meeting set for the 8th December had been cancelled so there is no news regarding confirmation of LAG funding or approval of the LDS. Nic Wheeler expressed his disappointment at the delay in making a decision regarding the LDS, and the knock on effect on a prepared LAG, employment and economic progress.</p>
10. Monitoring and Evaluation	Helen Murray noted that LAG's are awaiting further guidance. Across the region, there is consensus to come together for regional monitoring and independent evaluation, as well as training. Helen noted the need for LAG members to give their views and Gareth Morgan volunteered to be part of an evaluation steering group. It was noted that the finance for the evaluation of the LAG has been included in management costs. However, projects needing clear evaluation or management should be included in their implementation proposal costs.
11. Regional LAG meeting	This was covered in agenda item 10.
12. Any other business	Sonya Douglas suggested the opportunity for an artist to contribute to the promotion of the Local Action Group.
13. Date of next meeting	Nic Wheeler opened a discussion about the best time for LAG meetings to take place, bearing in mind that many around the table are giving their time voluntarily and have their own businesses. After discussion it was agreed that meetings will continue to be

held in Bloomfield at 5.00pm on Wednesdays with the date of the next meeting to be confirmed once approval of the LDS and confirmation of funding from Welsh Government had been received. Wednesday 28th January was provisionally identified with Wednesday 14th January as an alternative if approval had been received in time.

Meeting closed at 4.05