



## Arwain Sir Benfro

### Pembrokeshire Local Action Group Meeting Minutes

11<sup>th</sup> February 2016 17.00, PLANED Offices

#### **Present:**

Nic Wheeler –Chair (Independent)

Tony Baron – Federation of Small Businesses (Private Sector)

Gareth Bond – Pembrokeshire College (Public Sector)

Sonya Douglas – Indycube (Private Sector)

Ged Davies – Natural Resources Wales (NRW) (Public Sector)

Denzil Jenkins - Cymdeithas Cwm Cerwyn GMC (Third Sector)

Vanessa John – Pembrokeshire Association of Voluntary Services (Third Sector)

Dr Steven Jones – Pembrokeshire County Council (Public Sector)

Emma Lewis - Pembrokeshire Association of Community Transport Organisations (PACTO) (Third Sector)

Robin Mogg – Pembrokeshire Business Network (PBN) (Private Sector)

Ken Murphy – Dyfed Archaeological Trust (Third Sector)

Helen Murray – Pembrokeshire Local Action for Enterprise and Development (PLANED) (Third Sector)

James Parkin – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)

Mike Plumb – National Farmers Union (NFU) (Private Sector)

Jane Robinson - Pembrokeshire Housing Association (Third Sector)

Liz Williams - Pembrokeshire Tourism (Private Sector)

#### **In attendance:**

Steven Bradley (Implementation Manager), Catrin Bradley (Finance Officer), Jess Morgan (Animation Officer) Cris Tomos (Animation Officer), Liz Thomas (Animation Support) – Pembrokeshire Local Action for Enterprise and Development (PLANED)

The number of members (excluding advisors, any independent Chair and officers) constituting a quorum for decisions (other than changes to the Terms of Reference) to be taken is one third of the number of members, rounded down to the nearest whole number.

Attendees: Private Sector 35%, Third Sector 43% and Public Sector 21%.

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| 1. Welcome and introductions                                 | Nic Wheeler welcomed everyone to the meeting.  |
| 2. Apologies   | <p>Menna Davies – Job Centre Plus (Public Sector)<br/> Rhidian Evans - Menter Iaith (Third Sector)<br/> Wendy Goldsworthy - Dragon LNG, updated to Charlesworthy Consultants (Private Sector), Vice Chair<br/> Christine Gwyther – Communities First (Third Sector)<br/> Stella Hooper – Port of Milford Haven (Private Sector)<br/> Steve John – One Voice Wales (Public)<br/> Paul Lloyd – Pembrokeshire Business Initiative (PBI) (Private Sector)<br/> Caroline Mathias – Chwarae Teg (Third Sector)<br/> James Roach-John – Communities First (Third Sector)</p>  |
| 3. Minutes of the LAG meeting 19 <sup>th</sup> November 2015 | The minutes were approved as a true record as <i>proposed by Steven Jones and seconded by Helen Murray</i>   |
| 4. Matters Arising   | The LDS sub group met on the 9 <sup>th</sup> to review the document and will report back to LAG on 22 Feb.   |
| 5. Declarations of Interest                                  | <p>A number of members declared an interest regarding agenda item 7 for the following applications numbers:</p> <p>Helen Murray - 90<br/> Steven Jones – 77<br/> Nic Wheeler – 44<br/> Ged Davies – 44<br/> Liz Williams – 44/140<br/> Emma Lewis – 102</p>  |
| 6. Activity Report P6-160211                                 | <p>Steven Bradley presented his report, highlighting some of the activities and added that there has also been additional activity e.g. support given to various groups and a lot of work with the induction of the new LEADER staff. The support given to groups is recorded on log sheets, noting whether or not they go forward to EOI stage and this data will be used to populate a database and a later stage. Officers are also signposting groups to RCDF and other funds if not eligible for LEADER.</p> <p>Steven Bradley and Cris Tomos had attended a meeting in Swansea earlier in the day where several new funding streams had been</p> |

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| <p>7. Rural<br/>Community<br/>Development<br/>Fund<br/>Expressions of<br/>Interest<br/>P7-160211</p> | <p>launched.</p> <p>Nic explained to members that the task ahead this evening with the RCDF EOI's was purely to establish that they fit with the LDS. There was a lengthy discussion as to how best to achieve this.</p> <p>On this occasion the EOI's had only been received on Wednesday 10<sup>th</sup> February and varied in size up to around 20 pages long. Members of the LEADER Implementation team had read through each Eoi and made recommendations, using a score sheet, presented as a shorter document and tabled at the meeting. This highlighted where the Eoi fitted with the LDS. Catrin added that advice had been sought from WG for the scoring mechanism to assist members in making a decision.</p> <p><i>It was agreed that in future, members would be provided with a precis of each Eoi with reasoned, officer recommendations at least 4 working days before the meeting so that they would have an opportunity to raise issues before the meeting.</i></p> <p>It was confirmed that decisions need to be returned to WG by 11<sup>th</sup> March.</p> <p>John Davies (WG) clarified the differences as well between the decisions required with the RCDF Eoi's and the LEADER applications which will be presented at the next meeting. He added that there was no requirement to submit the Eoi's to the LAG before WG but hoped that discussions were made within the community before submission. He confirmed that the closing date for this call was the 31st January to Welsh Government and then sent back to LAG for review of fit with LDS. All that is needed is yes or no on whether the Eoi fits with the LDS. WG will give feedback to unsuccessful applicants who may then refer back to the LAG team for advice and support with their application that can be resubmitted into the next round. WG had to get the go ahead from applicants to forward these applications out to LAGs re data protection. He assured members that there will be 4 weeks turnaround time in future.</p> <p>It was noted that the team had applied the selection process that had been agreed for EOI's at the 5<sup>th</sup> of May 2015 meeting. The assessment of LDS fit by RCDF EOI's and next meeting's assessment of LEADER EOI's provide the opportunity to test the agreed process.</p> |
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The main themes of the LDS are:

1. Adding value to local identity and natural and cultural resources.
2. Facilitating pre-commercial development, business partnerships and short supply chains.
3. Exploring new ways of providing non-statutory local services.
4. Renewable energy at a community level.
5. Exploitation of digital technology.

EoI's considered were:

34 – **Swim Narberth** - Narberth Swimming Pool

Fits strongly with theme 3 and small link with theme 5 - **Agreed** unanimously.

44 – **WWC and Teifi Marshes Nature Reserve** - Cilgeran Natural Resilience – strongly linked to theme 1. It was noted that all infrastructure is within Pembrokeshire – **Agreed** unanimously (3 abstentions as declaration of interest).

77 **Pembrokeshire County Council** – Play Scolton Manor

Strong link to theme 1. **Agreed** 14 - 2 abstentions (1 as declaration of interest).

90 **PLANED** Regional Hub for Tackling Poverty

Fits strongly with theme 3 exploring new ways of providing non-statutory local services. Strong fit with theme 5 and slight fit with theme 2. The appropriateness of PLANED staff giving opinion on a PLANED application was raised. *It was agreed to defer the decision and full EOI to be sent out to members for a decision at 22<sup>nd</sup> February meeting.*

94 **South Ridgeway Community Association** – Manorbier Rural Community Hub

Links to theme 2 strength mainly in theme 3 some fit with theme 5. **Agreed** 14 - 2 abstentions (1 as declaration of interest).

102 **PACTO** Pembrokeshire Rural Transport Enhancement Project

Fits strongly with theme 3 small link to theme 5. **Agreed** – 10 for with 3 abstentions.

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|                         | <p>105 <b>St Davids Peninsula Community Land Trust</b> St Davids Community Swimming Pool.<br/>Strong theme 3 and theme 5 – <b>Agreed</b> 13 abstention 1.</p> <p>106 <b>Clarbeston Road AFC</b> – Sports Field Improvements and changing room/club development<br/>Strong in theme 3 and slight fit with theme 5 – <b>Agreed</b> 14 unanimously.</p> <p>140 <b>Green Links Community Interest Company</b> – Glan Y Mor Rural Initiative and Community Hub<br/>Some links with all themes – listed. <b>Agreed</b> unanimously (1 abstention as declaration of interest).</p> <p>John Davies detailed the process for this round of RCDF which closed on 31 January 2016. Decisions on the EOI's will be made by the end of April and applicants will have 6 months to submit their full application by October 2016. There will be 3 months for decisions to be made so applicants will know the outcome in January 2017. Once the money is committed the project expenditure must start within 6 months of approval.</p> <p><i>Members agreed to consider the best way to deal with Eol's including having sub groups to process LEADER applications and offer recommendations which would then need to be ratified by the full LAG.</i></p> <p>It was noted that any changes to process would need to be detailed in the LDS which is being updated by the 31<sup>st</sup> March 2016.</p> |
| 8. Any other business   | <p><i>It was agreed that 'the Role of the LAG member' and 'Intervention logic table' will be distributed electronically again and a number of hard copies will be available at the next meeting as it is an A3 document which may be difficult for some to print.</i></p> <p>Vanessa John raised the issue that WCVA will no longer be running DBS checks which will cause problems for voluntary groups.</p>   |
| 9. Date of next meeting | Monday 22 <sup>nd</sup> February 2016 at 5.00pm - Bloomfield  |

Meeting closed at 19.15

## GLOSSARY

*LEADER comes from the French abbreviation for 'Liaison Entre Actions pour le Development de L'Economie Rurale' (which roughly translates to 'links between actions for developing the rural economy').*

|                 |   |
|-----------------|---|
| AONB            | Area of outstanding natural beauty  |
| Bro Beca        | Rebecca Riots themed Regional Community Heritage Programme  |
| CAP             | Common Agricultural Policy  |
| CLLD            | Community-Led Local Development   |
| CLYWED          |   |
| CRAG            | Carbon Reduction Action Groups  |
| EAFRD           | European Agricultural Fund for Rural Development  |
| EMFF            | European Maritime and Fisheries Fund  |
| Eoi             | Expression of interest  |
| ERDF            | European Regional Development Fund  |
| ESF             | European Social Fund  |
| ETC             | European Territorial Co-operatives  |
| FLAG            | Fisheries Local Action Groups   |
| GRUNDTVIG       | a European funding programme that is part of the <a href="#">European Commission's Lifelong Learning Programme 2007-2013</a> <sup>[1]</sup> and aims to strengthen the European dimension in adult education and lifelong learning across Europe. |
| ICT             | Information and communications technology   |
| ITQM            | Integrated Quality Management for Tourism Destinations  |
| LAG             | Local Action Group  |
| LDS             | Local Development Strategy  |
| PES             | Payment for ecosystem services  |
| PHARE           | Programme of Community aid to the countries of Central and Eastern Europe - Originally the 'Poland and Hungary: Assistance for Restructuring their Economies'   |
| PMC             | Programme Monitoring Committee  |
| PV              | Photo Voltaic   |
| RDP             | Rural Development Programme/Plan  |
| RICCH           | Research, Interpretation and Celebration of Community Heritage  |
| SIP             | Single Integrated Plan  |
| SKILL           | Sharing Knowledge, Ideas and Learning for Life  |
| SME             | Small to medium sized enterprise  |
| SMART (targets) | Specific, measurable, attainable, realistic, timely   |
| SSSI            | Site of Special Scientific Interest   |
| SWOT            | Strengths, weaknesses, opportunities, threats   |
| TWIGS           | Tourism Wales and Ireland – Green and Sustainable   |
| UPVC            | Unplasticized Polyvinyl Chloride  |
| WEFO            | Welsh European Funding Office   |

| <b>Organisations</b> |   |
|----------------------|---|
| CEN                  | Community Energy Network                          |
| DAT                  | Dyfed Archaeological Trust                        |
| EIP                  | European Innovation Partnerships                  |
| ELARD                | European LEADER Association for Rural Development |

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|--------|---|
| FSB    | Federation of Small Businesses                                    |
| FUW    | Farmers Union of Wales  |
| FWAG   | Farming & Wildlife Advisory Groups                                |
| NFU    | National Farmers' Union   |
| NRW    | Natural Resources Wales   |
| NT     | National Trust  |
| OPAN   | Older People & Ageing Research & Development Network              |
| PATCH  | Pembrokeshire Action To Counter Hardship                          |
| PACTO  | Pembrokeshire Association of Community Transport Organisations    |
| PAVS   | Pembrokeshire Association of Voluntary Services                   |
| PBI    | Pembrokeshire Business Initiative                                 |
| PBE    | Pembrokeshire Bio Energy  |
| PBN    | Pembrokeshire Business Network                                    |
| PCC    | Pembrokeshire County Council                                      |
| PCF    | Pembrokeshire Coastal Forum                                       |
| PEF    | Pembrokeshire Environmental Forum                                 |
| PCNPA  | Pembrokeshire Coast National Park Authority                       |
| PLANED | Pembrokeshire Local Action Network for Enterprise and Development |
| PMR    | Pembrokeshire Machinery Ring                                      |
| PRT    | Pembrokeshire Rivers Trust  |
| PSEEG  | Pembrokeshire South East Energy Group                             |
| SPARC  | South Pembrokeshire Partnership for Action with Rural Communities |
| TCRI   | Taf and Cleddau Rural Initiative                                  |
| TENP   | The Environment Network Pembrokeshire                             |
| WG     | Welsh Government  |
| YFC    | Young Farmers Club  |