



## Arwain Sir Benfro

### Pembrokeshire Local Action Group Meeting Minutes

11 April 2019 17.00, PLANED

#### Present:

Tony Baron – Federation of Small Businesses (FSB) (Private Sector)  
 Gareth Bond - Pembrokeshire College (Public Sector)  
 Ged Davies – Friends of the National Park (Third sector)  
 Gwyn Evans - Pembrokeshire County Council (PCC) (Public Sector)  
 Margaret Morgan – Menter Iaith Sir Benfro (Third Sector)  
 Stella Hooper – Port of Milford Haven (Private Sector)  
 Martin Horne – Transition Bro Gwaun (Third Sector)  
 Sue Leonard – Pembrokeshire Association of Voluntary Services (PAVS) (Third Sector)  
 Emma Lewis – (Vice Chair) Pembrokeshire Association of Community Transport Organisations (PACTO) (Third Sector)  
 Marten Lewis – Bluestone (Private Sector)  
 Charles Mathieson – Pembrokeshire Coastal Forum (Private Sector)  
 Mair Thomas – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)

#### In attendance:

Iwan Thomas, Buddig Meredith – PLANED, Liz Thomas (Office Manager).

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 (in our case at the moment 20) rounded down to the nearest whole number.

Attendees: Private Sector 33%, Third Sector 42% and Public Sector 25%.

1. Welcome and introductions	The Vice Chair welcomed everyone to the meeting.  Sue Davies gave a presentation on the Inspiring Pembrokeshire - Community Arts project.
2. Apologies	Christine Gwyther - Pembroke Dock Town Team (Third Sector)

	<p>Jonathan Hughes – National Trust (Third Sector)  Elaine Lorton – Hywel Dda University Health Board (Public Sector)  Steven Jones - Pembrokeshire County Council (PCC) (Public Sector)  Ken Murphy – Dyfed Archaeological Trust (Third Sector)  Robert Phillips – Natural Resources Wales (NRW) (Public Sector)  Mike Plumb – National Farmers Union (NFU) (Private Sector)  Rebecca Voyle – Farmers Union of Wales (FUW) (Private Sector)  Nic Wheeler – Chair (Independent)</p>
<p>3. Minutes of the LAG meeting 17<sup>th</sup> January 2019</p>	<p><i>The minutes were approved as a true record by all present as proposed by Stella Hooper and second by Sue Leonard and agreed unanimously.</i></p> <p>Staffing changes – There have been a number of changes recently with four members of staff leaving PLANED; Jess Morgan (LEADER Manager) is joining PCNPA; Karen Scott (Animation Officer), Kate Lindley (Heritage officer) and Benjamin Thorndyke (Networks Officer). We wish all departing colleagues all the best. We will not be replacing the post of LEADER Manager as we are revisiting the appropriate skills needed. Therefore, we are happy to confirm that Emyr John will be taking on the new role of LEADER Project Co-ordinator and it is very much business as usual. We are also recruiting to other posts within PLANED regardless of the above departures.</p>
<p>4. Matters Arising</p>	<p>Following on from the report at the last meeting regarding the issue with Project ‘APO14 multi use path Poppet and St Dogmaels’, the group has now lodged a complaint against PLANED. As previously reported there had been a complete breakdown of the relationship between the group and the consultant, and the group were refusing to pay the consultant. Following an investigation carried out by the Chair Nic Wheeler, PLANED CEO Iwan Thomas and LEADER Manager Jess Morgan due process was carried out and there is evidence to show that the original brief was met and the work carried out, so it was agreed to pay the consultant. Project Officer Buddig Meredith and Iwan Thomas went to meet with key representatives from the group to explain the process and decisions made, in December 2018.</p> <p>In March this year we received a letter of complaint from the group about the way it had been handled and the process of how the final payment had been paid.</p> <p>Iwan Thomas explained that the payment being made means that the study can now be published and shared with all. In addition to this it was reported that at the time of the consultant’s claim, the Poppit Path Group had not had an AGM within a 15 month period, as should</p>

have happened, therefore, was not a constituted group and any legal claims would have come back on to PLANED and the LAG.

It was confirmed that the Poppit Group was a constituted body at the time that they applied for LEADER money but did not hold an AGM within the required time to remain constituted. It was suggested that the necessity for AGM's should be monitored. and that groups could be asked to provide minutes and proof of AGMs being held.

The Vice Chair welcomed the information saying 'It was refreshing that it has been brought before the LAG and snags can be expected'.

Based on the evidence gathered, and discussions held prior to December 2018, it was felt that the complaint had no merit, and its grounds were questionable. However, to comply with full transparency, it was agreed that a paper be presented to the LAG along with the complaint and supporting papers for consideration and a formal discussion to decide if the complaint could be upheld or rejected.

Further consideration would also be needed by the LAG on the issue of continued verification of groups around their position as constituted or not, which would then have a potential impact on future payments.

There were no other matters arising.

#### 5. Declarations of Interest

The LAG use A, B or C with C being the highest level and would therefore merit the member leaving the room during discussions. Members declared interests in the following proposals:

Ref	Title	Declaration
<b>FA1 – 19.04.11</b>	<b>Destination Pembrokeshire</b>	Gwyn Evans B Tony Baron B Ged Davies B Iwan Thomas B Mair Thomas B
<b>EOI 181122- 2</b>	<b>Cymbrogi Learning</b>	Marten Lewis A Gwyn Evans B Tony Baron B

**The Presentation by Eva Trier** – Community Foundation delayed until the next meeting as both Eva and Endaf Griffiths from Wavehill will be attending then to update members on the mid-term evaluation. The

<p>6. Animation and Activity Update</p> <p>Brexit Update</p>	<p>Community Foundation report will be circulated electronically with the minutes.</p> <p>The Wavehill Evaluation paper was handed out to give members time to think about their responses.</p> <p><b>P6a – 181122 Animation Report</b> – Iwan gave an update of activity over the last couple of months. The Arwain Sir Benfro website is breaking down as it had not been managed well by previous project managers, and therefore needs to be redone. The team within PLANED has now undertaken an audit of its capabilities and issues, and is working with Monddi in Pembroke. It is expected that the new version will be more interactive and secure.</p> <p>There is a Brexit event tomorrow morning at Pembrokeshire College organised jointly between PLANED and PCC – speakers include WG Brexit Minister Jeremy Miles AM.</p>
<p>7. LEADER EOI's and Full Applications</p>	<p>P7a – 190411 (Subgroup minutes 23.03.19)</p> <p>P7b – 190411 (Summary of projects to be considered at 11.04.19 meeting)</p> <p>P7c– 190411 – Scoring sheet from Sub-LAG 23.03.19</p> <p>P7d- 190117 (Voting for non-attendees at 11.04.09 meeting)</p> <p>See the full details of submissions of 1 Full Application on this link, 1 Co-operation project <a href="http://www.arwainsirbenfro.cymru/downloads">http://www.arwainsirbenfro.cymru/downloads</a></p> <p><b>FA1 – 19.01.17 Destination Pembrokeshire</b></p> <p><i>It was agreed to approve the application</i></p> <p><b>EOI – 181122-2</b></p> <p>Members discussed the application at length and it was suggested that should they be invited to submit a full application the applicant should address the issues of the rurality of the centre, their constitution and generally more clarity in the bid itself.</p> <p><i>It was agreed to invite a full application</i></p>
<p>8. Budget and spend to date</p>	<p><b>P8a – 190411–</b></p> <p><b>P8b(i) – 190411 –</b></p>

	<p><b>P8b(ii) – 190411 –</b></p> <p>There is £102,000 left in the pot at the moment. Iwan suggested that we need to consider another call for projects in the autumn with a capped maximum of around £10,000 and on certain themes and sectors that the LAG members are interested in. This would help to prolong the length of LEADER and put us in a stronger position to continue through to 2023.</p> <p>For the next meeting of the LAG, further details on funds remaining aligned to ‘procurement’ will be shared.</p> <p>Members requested that some project end dates need to be updated as some projects have been extended and to show the movement of updates for the next LAG meeting.</p>
9. a Monitoring and Evaluation Sub-Group (verbal)	<p>The Monitoring and Evaluation Group met on 18<sup>th</sup> March 2019 where Endaf Griffiths from Wavehill gave an update on the mid-term review which is due in June.</p> <p>An event for completed projects was postponed last month as a number of the speakers became unavailable.</p> <p><b>P9a – 190117 –</b> 22 projects have been completed to date out of the 65 approved as shown in the performance data report.</p> <p><b>P9b – 190117 –</b> The Gant chart that shows progress of projects.</p>
10. Procurement	<p><b>Community Foundation</b> – presentation moved to next meeting</p> <p><b>Arts Network</b> – presentation was given at the start of the meeting.</p> <p>The Food and Farming proposal - The steering group met on 21<sup>st</sup> February 2019, and Rebecca Voyle will provide a further update on progress for the next LAG.</p> <p>Discussions also noted that both Stella and Charles suggested giving a longer timeframe in light of potential future issues regarding funding from Theme 2.</p>
11. RCDF 7.1 Verbal update	Need to withdraw 1 bid. No feedback from WG

<p>12. FLAG Update (verbal from Gwyn Evans PCC)</p>	<p>Richard Joseph has been appointed as the Fishing Communities Development Officer to take forward the FLAG. At the same time, we have finally overcome procedural hurdles with WG and the Marine Management Organisation that have prevented us from utilising the Implementation budget. Unfortunately, the FLAG Chair, Jon Parker, and our Vice-Chair, Emma Lewis have both decided to resign, though Jon will remain as a FLAG member. We are therefore looking for a new chairman.</p> <p>We are open to receive Expressions of Interest, although we are not currently advertising this widely as we have project ideas on the books to work through. One, from the Darwin Centre and linked to Fish Week is being considered at the moment. Hopefully this will be a first approval for us and we shall soon have a good news story to share as part of a re-launch of the FLAG. A meeting is being organised, probably 16 May.</p>
<p>13. LAG Member round table updates</p>	<p>Marten Lewis – Bluestone: Marten gave a brief outline of his background when he was Head of Community Development and Sustainability at Darwin Centre for 15 years. Now working for Bluestone he has recently met with Steve Keating (PCC) around the potential to have shared energy with a county wide group of energy users and filter best practice across Pembrokeshire. PSB could provide a home for it.</p> <p>Gwyn Evans – PCC: Pembrokeshire CC has signed a joint statement prepared by Cornwall County Council on behalf of the regions most in need of continued regional funding post-Brexit. The joint statement has been sent to James Brokenshire MP, the Secretary of State for Housing, Communities and Local Government and urges that the UK adopts:</p> <ol style="list-style-type: none"> <li>1. An ambitious regional policy that recognises the need for a specific mechanism to help those regions furthest behind.</li> <li>2. A UK Shared Prosperity Fund that at least matches the €13 billion that the UK would have received in regional aid from the EU had it not been for Brexit.</li> <li>3. A UK Shared Prosperity Fund that is appropriately devolved.</li> <li>4. A UK Shared Prosperity Fund that reduces the administrative burden on applicants.</li> <li>5. A guarantee that UK regions will not be worse off because of Brexit.</li> </ol>

	<p>The full statement and accompanying letter is attached. Our press release is here: <a href="https://www.pembrokeshire.gov.uk/newsroom/county-calls-for-uk-shared-prosperity-fund">https://www.pembrokeshire.gov.uk/newsroom/county-calls-for-uk-shared-prosperity-fund</a></p> <p>Martin Horne – Transition Bro Gwaun: The group now has 2 active community owned energy projects, one solar and one tidal. They have been very successful with the tidal feasibility study and a business plan is being developed. TBG are also finalising a business plan looking at Solar energy battery storage and smart grid for domestic users.</p> <p>Gareth Bond – Pembrokeshire College: Barry Walters has been confirmed as new Principal of the college.</p> <p>Sue Leonard – PAVS: Sue highlighted an on-line survey from WCVA around the impact of Brexit on communities – ‘Empowering communities in the context of Brexit’ which she will send on for Liz to send out to Third Sector members.</p>
14. A.O.B	No other business.
15. Date of next Meeting	11 July 2019

Meeting closed at 7.25

*Future meeting Dates 2019*

24 October

## 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
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 <u>European Commission's Lifelong Learning Programme 2007-2013</u> <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
MEG	Monitoring and Evaluation Group
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
FSB	Federation of Small Businesses
FUW	Farmers Union of Wales
FWAG	Farming & Wildlife Advisory Groups
HDUHB	Hywel Dda University Health Board
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