



## Arwain Sir Benfro

### Pembrokeshire Local Action Group Meeting Minutes

11 July 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)
Steven Jones	Pembrokeshire County Council (PCC) (Public Sector)
Stella Hooper	Port of Milford Haven (Private Sector)
Sue Leonard	Pembrokeshire Association of Voluntary Services (PAVS) (Third Sector)
Marten Lewis	Bluestone (Private Sector)
Ken Murphy	Dyfed Archaeological Trust (Third Sector)
Mike Plumb	National Farmers Union (NFU) (Private Sector)
Rebecca Voyle	Farmers Union of Wales (FUW) (Private Sector)
Nic Wheeler	Chair (Independent)

#### In attendance:

Iwan Thomas (CEO), Emyr John (LEADER Co-ordinator), Liz Thomas (Office Manager) – 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 (in our case at the moment 20) rounded down to the nearest whole number.

Attendees: Private Sector 50%, Third Sector 30% and Public Sector 20%.

<b>1. Welcome and introductions</b>	The Chair welcomed everyone to the meeting.
<b>2. Apologies</b>	Christine Gwyther - Pembroke Dock Town Team (Third Sector) Martin Horne – Transition Bro Gwaun (Third Sector) Jonathan Hughes – National Trust (Third Sector)

	<p>Emma Lewis – (Vice Chair) Pembrokeshire Association of Community Transport Organisations (PACTO) (Third Sector)</p> <p>Elaine Lorton – Hywel Dda University Health Board (Public Sector)</p> <p>Charles Mathieson – Pembrokeshire Coastal Forum (Private Sector)</p> <p>Robert Phillips – Natural Resources Wales (NRW) (Public Sector)</p> <p>Mair Thomas – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)</p>
<p><b>3.</b> <b>Minutes of the LAG meeting</b> <b>11<sup>th</sup> April 2019</b></p>	<p>Marten Lewis had asked that the minutes be corrected so that his LAG updated should read: -</p> <p>‘Marten gave a brief outline of his background when he was Executive Director at Darwin Centre for 15 years. Now working for Bluestone he has recently met with Steve Keating (PCC) around the potential to set up an energy forum; a county wide group of major energy users (from 3 sectors) discussing challenges and efficiencies, filtering best practice across Pembrokeshire.</p> <p>It was commented that PSB could provide a home for it.’</p> <p><i>The minutes were then approved as a true record by all present as proposed by Sue Leonard and seconded by Tony Baron and agreed unanimously.</i></p>
<p><b>4.</b> <b>Matters Arising</b></p>	<p>Following on from the report at the last meeting regarding the issue with Project ‘APO14 and The Poppit Path Group’ - A meeting was held with the group with Emma Lewis representing the LAG and Barbara Priest representing PLANED. It was agreed that a disclaimer expressing the concerns of the group would be added to the report on the Arwain Sir Benfro website and that the group should have confirmation in writing from the consultant that he won’t pursue the group for any further money.</p> <p>Apologies that the presentation from Wavehill is to be delayed again until the next meeting.</p> <p>There was a suggestion to have a meeting in September to discuss how best to spend the remaining budget.</p> <p><b>Food &amp; Farming</b> – a Sub Group of PSAN came up with a food and farming idea and a meeting was called; the only person to turn up was Rebecca Voyle. It will be raised again at the PSAN meeting next week.</p> <p>The Wales Rural Charter was discussed at a meeting last week looking</p>

	<p>at impacts on rural economy and agriculture was a major part of the discussions.</p> <p>There were no other matters arising not covered in the agenda.</p>		
<b>5. Declarations of Interest</b>	<p>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:</p>		
	<b>Ref</b>	<b>Title</b>	<b>Declaration</b>
	<b>FA1 – 190711</b>	<b>Cymbrogi Learning</b>	Marten Lewis A Steven Jones C
<b>6. Animation and Activity Update</b>	<p><b>P6a – 181122 Animation Report</b> – Emyr John gave an update of activity over the last couple of months by the team working with projects and communities; including an update on the thorough re-profiling of current staff figures to support the LEADER project through with the appropriate skills and resources up until 2022.</p> <p>Sue Leonard asked that any report coming through following the recent Welsh Audit Office audit on the LAG projects be shared with LAG members.</p> <p>A Brexit paper had been prepared and circulated with papers ahead of the meeting as per an action from a previous meeting. Iwan highlighted some of the major issues within the paper to update LAG members.</p> <p>Members expressed their concerns around agriculture and environmental issues particularly post Brexit. Rebecca told members that the “Sustainable Farming and Our Land” consultation opened on Tuesday of this week and will be looking at food production but quite heavily weighted toward the environment; it runs until the 30 October 2019. The transition period is a little vague and the same with the budgets, but there has been mention of ring fencing money for a number of years but with potential new government that could change.</p> <p>Steven Jones told member that in the run up to last Brexit deadline Local Authorities were used as a conduit to report up to WG on a RAG rated system, reporting on daily basis. This was paused after the deadline passed, but was expected to happen again towards the end of August/September. He added that as PCC is required to report to Welsh Government regarding Brexit impacts on</p>		
<b>Brexit Update</b>			

<p><b>Co-operation</b></p>	<p>Pembrokeshire they are extremely interested to hear of any Brexit – related impacts. Please send information to <a href="mailto:Brexite@pembrokeshire.gov.uk">Brexite@pembrokeshire.gov.uk</a></p> <p>PLANED hosted a delegation from Finland for three days around the Circular Economy and Youth Engagement project. Iwan thanked Pembrokeshire College and PCC for their assistance with the visitors and for presentations at the Circular Economy event held at Bloomfield attended by partners and individuals across the county. Arrangements have been made for up to 10 students to go to Finland in October with a return of Finnish students here in February.</p>
<p><b>Arts Network</b></p>	<p>Reports had been provided by Sue Davies. Sue has had support from PLANED where necessary. Nic and Iwan spent some considerable time interviewing candidates with Sue and those who were successful have since met to push the project forward. It was confirmed that it covers a wide number of topics not just visual art and that the overall outcome will be to provide a strategy.</p> <p>The successful candidates engaged will be payed a flat rate amounting to around £600 and expenses over the course of project. Those providing a case study will receive an additional £50. This is all covered within the original project costs.</p>
<p><b>Community Foundation</b></p>	<p>The report was completed in March and Eva Trier was scheduled to present in April and again today but will now not be here until October. A site visit was organised to Newtown and a Skype exchange with a group in Yorkshire. Community Foundation Wales has also been consulted. There seems to be a demand for a local fund for those who may not have family to leave a legacy. There is a large Community Fund in Anglesey from when BP left. It is important to have an organisation in place in Pembrokeshire.</p> <p>There are 6 areas to focus on as outlined on pages 3 and 4 of the document. A paper to be produced for the next LAG meeting to consider how to take this forward. Consideration to be given to a part-time individual working up a fund and legacy options for people.</p> <p>This could be an interesting pilot and all counties could have their own fund. Pembrokeshire lottery could be involved. A 12-month short term employment contract may be possible to link in with the PSB.</p>

<p><b>7.</b> <b>LEADER EOI's and Full Applications</b></p>	<p>P7a – 190711 (Subgroup minutes 21.06.19)  P7b – 190711 (Summary of projects to be considered at 21.06.19 meeting)  P7c– 190711 – Scoring sheet from Sub-LAG 21.06.19  P7d- 190117 (Voting for non-attendees at 11.07.09 meeting)  See the full details of submissions of 1 Full Application on this link, <a href="http://www.arwainsirbenfro.cymru/downloads">http://www.arwainsirbenfro.cymru/downloads</a></p> <p><b>FA1 – 19.07.11 Cymbrogi Learning</b></p> <p><i>It was agreed to reject the application</i></p>
<p><b>8.</b> <b>Budget and spend to date</b></p>	<p><b>P8a – 190711</b>– Some members felt that more information would be useful regarding matchfunding, as the report indicates that some completed projects have not provided any. However, it was explained that these figures will not show until the full claim has been made to Welsh Government and this is not done until we are satisfied that all performance indicators have been met and can be fully evidenced. Members were assured that Project Officers keep a close watch on the matchfunding as the project progresses.</p> <p><b>P8b(i) – 190711 –</b>  The Gantt Chart enabled members to see the progress of projects and where some have had their time extended.</p> <p>There is £102,000 left in the pot at the moment, and following the decision above regarding Cymbrogi, this would now increase to closer to £190,000.</p> <p>Iwan suggested that in light of the funding pot now available, the LAG should consider another call for projects in the autumn with a capped maximum of around £10,000, and a focus on certain themes and sectors that are identified as being of interest. This new suite of active projects whilst benefitting communities, would also help to prolong the length of LEADER and put us in a stronger position to continue through to 2023.</p> <p>Feedback from the regional meeting continued to clearly evidence the strength of the work in Pembrokeshire regarding LEADER.</p>

<p><b>9. Monitoring and Evaluation Sub-Group (verbal)</b></p>	<p><b>P9a – 190711</b> Endaf Griffiths from Wavehill had provided an update on the mid-term review which strongly endorsed the work of the Sub-LAG.</p> <p>Concerns were raised that a high proportion of project leads (34%) were not aware of/expecting to provide any evaluation.</p> <p>Other comments received during the evaluation that were being processed and collated for the final report, included:</p> <ul style="list-style-type: none"> <li>• The use and awareness of cross cutting themes</li> <li>• The variance between larger and smaller projects in terms of their evidence collation and submission of information</li> <li>• The engagement of groups in rural areas within the county</li> <li>• The capacity of smaller groups to undertake and support the process required by LEADER for projects</li> </ul> <p>However, despite the points of concern raised, there were no surprises, and overall, members agreed it was generally a clean bill of health.</p> <p>There was no criticism of the administrative team supporting LEADER, and the continuing work on case studies was recognised.</p> <p>It was agreed that the concerns raised would continue to be monitored and addressed, and that the overall process and delivery of the LEADER scheme within the county, would continue to demonstrate effectiveness.</p>
<p><b>10. FLAG Update (verbal from PCC)</b></p>	<p>Steven Jones reported that there are problems with all Welsh FLAGs and applications are not being approved. The Pembrokeshire FLAG has not met since the last LAG meeting.</p> <p>The UK national FLAG network event is being held in Pembrokeshire in September and may include FLAG members from Portugal, Spain and France.</p>
<p><b>11. LAG Member round table updates</b></p>	<p>Sue Leonard – PAVS: Volunteering awards are coming up on 26 September and Sue handed out some leaflets asking for nominations and will send an electronic version to Liz to forward on to LAG members.</p>

<b>12. A.O.B</b>	It was noted that the PLANED AGM had been a success and the team was to be commended and congratulated for the excellent promotional video.
<b>13. Date of next Meeting</b>	24 October 2019

Meeting closed at 7.10

DRAFT

## 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