



Arwain Sir Benfro

Pembrokeshire Local Action Group Meeting Minutes

19th November 2015 5.00pm, PLANED Offices

Present:

Wendy Goldsworthy - Dragon LNG, updated to Charlesworthy Consultants (Private Sector),
Vice Chair
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)
Jane Gibson – Pembrokeshire Coast National Park Authority (Public Sector)
Christine Gwyther – Communities First (Third Sector)
Stella Hooper – Port of Milford Haven (Private Sector)
Jonathan Hughes - Pembrokeshire National Trust (Third Sector)
Dr Steven Jones – Pembrokeshire County Council (Public Sector)
Sue Leonard – Pembrokeshire Association of Voluntary Services (Third Sector)
Emma Lewis - Pembrokeshire Association of Community Transport Organisations (PACTO)
(Third Sector)
Robin Mogg – Pembrokeshire Business Network (PBN) (Private Sector)
Helen Murray – Pembrokeshire Local Action for Enterprise and Development (PLANED)
(Third Sector)
Mike Plumb – National Farmers Union (NFU) (Private Sector)

In attendance:

Steven Bradley (Implementation Manager), Catrin Bradley (Finance 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 36 %, Third Sector 36 % and Public Sector 28%.

1. Welcome and introductions	Wendy Goldsworthy welcomed everyone to the meeting.
2. Apologies	<p>Nic Wheeler –Chair (Independent)</p> <p>Elin Brock – Pembrokeshire Housing Association (Third Sector)</p> <p>Menna Davies – Job Centre Plus (Public Sector)</p> <p>Denzil Jenkins - Cymdeithas Cwm Cerwyn GMC (Third Sector)</p> <p>Steve John – One Voice Wales (Public)</p> <p>Paul Lloyd – Pembrokeshire Business Initiative (PBI) (Private Sector)</p> <p>Ken Murphy – Dyfed Archaeological Trust (Third Sector)</p> <p>James Parkin – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)</p> <p>Liz Williams - Pembrokeshire Tourism (Private Sector)</p>
3. Minutes of the LAG meeting 17 th June 2015	The minutes were approved as a true record as <i>proposed by Emma Lewis and seconded by Tony Baron</i>
4. Matters Arising	Following her recent visit to the European Rural Parliament event in Austria Helen updated members on the progress with LAGs. Far from being behind other groups around Wales we are ahead of most. Paperwork provided (application forms etc) for use by members to be ambassadors of the programme.
5. Declarations of Interest	No interests were declared. Members were reminded to fill in the declaration of interest form if not already done so.
6. RCDF Update – Helen Murray,	<p>Helen reported that she had made a joint presentation with Gail Merriman (Welsh Government) at the PAVS Funding Fair. All applications for RCDF funding will be seen by the LAG for an opinion but the LAG will not have any ruling over the decision. Applicants will be asked to speak to the LAG for advice on the links to the LDS. There will be a monitoring table for applications that come through to help handle the workload and looking to animate for other funds. The first batch of applications that the LAG will be asked to comment on will be in February – WG closing date 31 January.</p> <p>It was suggested that we need to know what is approved and align alongside the LDS.</p> <p>PCC is likely to submit an application – draft to be sent to</p>

	<p>Steven Bradley/Jess Morgan. See link below to RCDF scheme on WG website:</p> <p>http://gov.wales/topics/environmentcountryside/farmingandcountryside/cap/ruraldevelopment/wales-rural-development-programme-2014-2020/?lang=en</p>
7. Delivery Profile	<p>WG have changed the formula for Simplified Costs. Catrin has reworked our figures and there have been no significant changes to report to the members.</p>
8. Communications/website/ launch timetable	<p>Some events have already taken place such as PAVS Funding Fair. Offers of help were welcomed. Sonya Douglas offered to help with the branding.</p> <p>Members were asked to provide a list of any future events taking place so that we can have a presence there and get information out.</p> <p>There were comments on the name Arwain Sir Benfro but most other Welsh LAGs have Welsh names. A soft launch is underway to invite applications coming through with more significant launch next year in line with European Day when the team and systems are in place. It was agreed that an initial call prioritising theme 3 would be opened until 31st January 2016. It will be useful to test the system with some EOIs before the main launch in May.</p> <p>There will be some information on the website before the end of the call. Local press and facebook will also be used to publicise the scheme as well. Members agreed to publicise the scheme through their networks as well.</p> <p>Comments were welcomed on the Communication Plan; particularly P8b 151119 - with any comments returned by close of Monday 23rd November 2015. It was suggested that the seven principles of LEADER to be included in information.</p>
9. Timetable for EOI Calls	<p>Theme 3 trial with a deadline of January 31 2016. This could lead to 1st of April spend.</p> <p>Suggested sectors that may be interested under theme 3 are social enterprises, local government, Community Forums/Associations, Town & Community Councils.</p> <p>There is just under a million pound over 5 years and members felt that the money should be spent over the</p>

	<p>period of programme and not all at the start. This can be controlled by the LAG in their choice of approvals.</p>
10. Implementation Officers	<p>Initially the posts will be offered for two years but some could be employed for whole five years.</p> <p>Funding has been allocated from the implementation project for the full team for five years but can be reduced as necessary. We would not be able to increase the amount at a later date to increase the team. Costs and pay grades were explained to members.</p> <p>Officers will be able to signpost applicants to other funds as well, enabling as much money as possible into Pembrokeshire.</p> <p>Volunteers were sought for interviews and shortlisting dates. It was agreed to only appoint if the correct calibre of applicants apply.</p> <p>Wendy noted that we are seeking distributed skills across the team. It was confirmed that staff could be seconded to/hosted by member organisations for a number of days a week but they would be carrying out LAG work. All posts advertised have to be employed by the Administrative body.</p> <p>It was proposed to recruit the Implementation Team as detailed by Jane Gibson and seconded by Gareth Bond and agreed unanimously.</p>
11. Activity Report (Tabled)	<p>Reports will be circulated between LAG meetings to keep members up to date.</p>
12. LDS Review	<p>The LDS is due for review by the end of March 2016. Some mandatory changes are required by WG. Emma Lewis, Sue Leonard, Gwyn Evans, Christine Gwyther were suggested to be on a sub-group to review.</p>
13. Future Items	<p>None</p>
14.A.O.B.	<p>PAVS AGM is on the 4th December. Invites were circulated. FLAG – there are more options than reported at the last meeting. It was requested that Gwyn Evans makes a presentation at a future LAG meeting.</p> <p>Every member was asked to give a brief partner/member</p>

	<p>update at future meetings with just key bullet points. This will appear as a standard agenda item No 6 under information. The LAG should be much more of a strategic animal covering wider funding.</p> <p>Programme Monitoring Committee appointments – Helen Murray had been nominated but Lowri Owain of Cadwyn Clwyd was successful.</p>
15.	Date of next meeting 11 th or 22 nd for February 2016

Meeting closed 7.00pm

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').

LAG	Local Action Group
LDS	Local Development Strategy
EAFRD	European Agricultural Fund for Rural Development
RDP	Rural Development Programme/Plan
RCDF	Rural Community Development Fund
CLLD	Community-Led Local Development
EMFF	European Maritime and Fisheries Fund
ESF	European Social Fund
ERDF	European Regional Development Fund
WEFO	Welsh European Funding Office
SME	Small to medium sized enterprise
AONB	Area of outstanding natural beauty
PES	Payment for ecosystem services
SIP	Single Integrated Plan
Eoi	Expression of interest
SWOT	Strengths, weaknesses, opportunities, threats
ICT	Information and communications technology
WEFO	Welsh European Funding Office
SMART (targets)	Specific, measurable, attainable, realistic, timely
SSSI	Site of Special Scientific Interest
PMC	Programme Monitoring Committee

Organisations	
PATCH	Pembrokeshire Action To Counter Hardship
ELARD	European LEADER Association for Rural Development
EIP	European Innovation Partnerships
WG	Welsh Government
FSB	Federation of Small Businesses
PBI	Pembrokeshire Business Initiative
PBN	Pembrokeshire Business Network
NFU	National Farmers' Union
FUW	Farmers Union of Wales
PACTO	Pembrokeshire Association of Community Transport Organisations
DAT	Dyfed Archaeological Trust
PLANED	Pembrokeshire Local Action Network for Enterprise and Development
PALC	Pembrokeshire Association of Local Councils
PAVS	Pembrokeshire Association of Voluntary Services
PCC	Pembrokeshire County Council
PCNPA	Pembrokeshire Coast National Park Authority