

REDACTED VERSION FOR PUBLICATION

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**Meeting: Louth Local Community Development Committee (LCDC)**

**Louth Local Action Group (LAG)**

**Date: 21<sup>st</sup> January 2019 at 3pm**

**Location: Cooley Room, County Hall, Dundalk**

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**In attendance:** Cllr. Liam Reilly, Chairperson  
Ms. Joan Martin, CE, LCC  
Cllr. Colm Markey  
Cllr. Pearse McGeough  
Cllr. Dolores Minogue  
Mr. Thomas McEvoy, LEO  
Ms. Annette McDonnell, HSE

Mr. Kevin Moran, PPN  
Mr. Larry Magnier, PPN  
Mr. Geordie McAteer, PPN  
Ms. Grainne Berrill, Louth Volunteer Centre  
Mr. Pat McCormick, Chamber of Commerce  
Mr. Breannán Casey, Chamber of Commerce  
Mr. Matthew McGreehan, IFA  
Mr. Ciaran Reid, CEO, LLP

**Officials:** Mr. Paddy Donnelly, Chief Officer  
Mr. John Lawrence  
Ms. Mary Deery  
Ms. Clare O'Hagan  
Ms. Aine Shevlin

**Apologies:** Ms. Anne Keeley, DSP  
Mr. Breffni Martin, PPN  
Ms. Joanne Finnegan, PPN

**Guests:** Ms. Mary O'Neill (LLP)

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**LCDC Minute No. 01/2019**

**1. Minutes of LCDC meeting held on the 17<sup>th</sup> December 2018**

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Mr. Larry Magnier the minutes of the meeting held on the 17<sup>th</sup> December 2018 were adopted.

**LCDC Minute No. 02/2019**

**2. Matters arising**

**a) LGBTI Inclusion Strategy**

Mr. John Lawrence referred members to Minute No. 70/2018 and advised that €10,000 had been received from the Department for two groups, namely, Dundalk Outcomers and Drogheda LGBTI. It was advised that both groups had been contacted, with Dundalk Outcomers having provided a proposal on how the money would be spent i.e. colour run etc., but that no proposal had been received from Drogheda LGBTI as yet, Mr. John Lawrence to contact Mr. P. Nugent in that regard.

**Recommendation:** To approve the payment of €5000 to Dundalk Outcomers

**Decision:** On the proposal of Ms. Grainne Berrill, seconded by Ms. Dolores Minogue funding in the amount €5,000 to Dundalk Outcomers was approved.

**b) National Community Weekend 2019 – May Bank Holiday**

Mr. Larry Magnier queried if there was any update on the National Community Weekend. Mr. John Lawrence advised that only initial notice of the 'weekend' had been received to date and that an application form was being prepared through the PPN for distribution to groups.

**LCDC Minute No. 03/2019**

**3. LECP Update**

Ms. Mary Deery directed members to the Healthy Ireland for Louth Plan and the suite of four Sub Plans on display at the meeting, which were produced as a result of funding through the Healthy Ireland Fund 2017. A short powerpoint presentation followed, through which Ms. Mary Deery described the new format for reporting on the LECP actions, which were now all encompassing of the actions outlined in the Healthy Ireland for Louth Plan and Sub Plans. Ms. Mary Deery also indicated that yearly reporting on the LECP would be sufficient in order to deliver on the actions.

Ms. Joan Martin queried if yearly updates were sufficient in cases where the action was showing red and that perhaps those actions would require additional attention in the interim. She indicated that she was happy to agree once the social and community office would be in a position to highlight or predict possible problem areas as soon as they were likely to present.

Members were advised of the formal launch of the Plans on 20<sup>th</sup> February 2019 at 5pm in County Hall and that Lead Partners, not on the LCDC, would be informed of the changes.

**LCDC Minute No. 04/2019**

**4. Peace IV**

Ms. Joan Martin advised that all projects have commenced and monitoring procedures have been established. Members were also advised that the procurement process is continuing for remaining projects, with draft tenders awaiting approval by SEUPB. Following approval they will be placed on eTenders, after which time the Peace IV assessment committee will assess all tenders.

The Peace IV team continue to update the electronic monitoring system (eMS) and all reports and financial claims are up to date.

**LCDC Minute No. 05/2019**

**5. LCDC Correspondence**

**a) SICAP Training Event**

Mr. John Lawrence advised members of a SICAP training event to be held in Hotel Kilmore, Cavan on Tuesday 12<sup>th</sup> February and requested that any members interested in attending to inform Clare by close of business on Wednesday 23<sup>rd</sup> January 2019. He also advised that two staff members would be attending.

**b) LCDC Annual Report**

Mr. John Lawrence advised the members on the annual report which was due to issue to the members in March and that a copy would issue to the members for information and comments in the coming days. It was also advised that the Annual Report would be brought to the next LCDC meeting for approval, prior to its adoption at the next Council meeting.

**c) Joint Migrant Integration Strategy for Louth/Meath**

Mr. John Lawrence referred members the Joint Migrant Integration Strategy with Meath County Council and advised that the consultation dates were set for 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> February for Louth, Navan and Drogheda respectively. Mr. John Lawrence also indicated that it was an open consultation and that invites would issue shortly to members and a number of focus groups. Ms Grainne Berrill advised of the LVC database that contains details of over 50 migrant volunteer members who would be notified about events. Mr. John Lawrence also advised that the policy document would be brought before the Senior Management Team for consideration and return to the LCDC for approval at its April meeting.

**The business of the LCDC meeting concluded**

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**LAG MATTERS**

**LAG Minute No. 01/2019**

**1. Minutes of LAG meeting held on the 17<sup>th</sup> December 2018**

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Mr. Larry Magnier the minutes of the meeting held on the 17<sup>th</sup> December 2018 were adopted.

**LAG Minute No. 02/2019**

**2. Matters arising**

Mr. Larry Magnier requested clarification on Minute No. 131/2018 with regard to the review process for appeals.

Mr. John Lawrence advised that communication had been made with the department, by phone, who indicated that the approach adopted by Louth LAG was as per the Operating Rules in reviewing its original decision, with appeals going to the Regional Inspector. Mr. John Lawrence informed the members that an appeal had been lodged by the promoter.

Ms. Mary O'Neill advised that following communication with the Inspector, that an appeals template had to be completed, in part, by LLP with the reason for appeal to be completed by the promoter.

Mr. Larry Magnier referred to the local procedure that was drafted with regard to the review/appeals process. Mr. John Lawrence advised that an RDP Subgroup meeting was necessary to discuss, amongst other things, budgetary implications, transfer of funding etc., but that the procedure for dealing with reviews/appeals had not been formally signed off on and that it was hoped that, following the appeal, the Regional Inspector would provide some guidance on process going forward.

#### **LAG Minute No. 03/2019**

##### **4. Financial Reports**

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 15/01/19.

- a) Mr. John Lawrence referred to financial reports numbers 1 and 2, both reports were raised on the LCC accounting system detailing payments issued under the administration job code and the projects job code.

**Recommendation:** Approval of financial reports numbers 1 and 2

**Decision:** On the proposal of Mr. Thomas McEvoy, seconded by Mr. Breannán Casey financial reports 1 and 2 were approved.

#### **LAG Minute No. 04/2019**

##### **5. Administration Report**

Mr. John Lawrence referred members to financial report number 3 which provides details of the named administration costs incurred by LLP for the month of December in the amount of €23,717.77

**Recommendation:** Approval of financial report number 3 with an expenditure of €23,717.77 for the month of December

**Decision:** On the proposal of Ms. Annette McDonnell, seconded by Ms. Grainne Berrill financial report number 3 with an expenditure of €23,717.77 for December was approved.

Mr. Larry Magnier queried the significant overrun on costs incurred for Travel and Subsistence (45% approx). Mr. Ciaran Reid indicated that the figure estimated at the beginning of the year had been underestimated under the budget heading; but that it was based on fair estimates and that some variance was allowable under the budget heading.

**LAG Minute No. 05/2019**

**6. LEADER Monthly Project Update Reports**

Ms. Mary O'Neill informed members present that Financial Reports no.'s 4 and 5 are generated by Louth Leader Partnership

- a) Report 4 provides a summary listing all of the projects that have been issued letters of offer. It also provides a breakdown of the value of contracts issued, budget remaining, all projects paid and amount de-committed as at 15<sup>th</sup> January 2019, totalling €1,178,159.55 with €212,237.91 paid out on projects.
- b) Report 5 provides a breakdown of progress under each of the three themes of the LDS with a further breakdown per sub theme and local objective as at 15<sup>th</sup> January 2019.

Both reports number 4 and 5 are for information purposes only.

**LAG Minute No. 06/2019**

**a) Conflicts of Interest and Confidentiality**

Members were reminded by Mr. John Lawrence to declare any conflict of interest based on the agenda and meeting documents. Members were also reminded on the need to ensure confidentiality around matters discussed generally at the LCDC/LAG meetings and in particular for LEADER projects.

**LAG Minute No. 07/2019**

**b) EOI's**

Members were referred to the EOI's received during the month of December of which there were 6 projects, with funding sought in the amount of €374,000. Ms. Mary O'Neill advised members that the list of EOI's were for noting only, however ineligible EOI's must be deemed ineligible by the LAG.

**i) Ineligible Projects**

There were no ineligible projects

**LAG Minute No. 08/2019**

**c) Notes requiring LAG approval**

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 7 projects that required among other things change of supplier, extension to completion date and de-commitment of funding:

1. Proposed Project extension which is allowed under Section 8.4 of the Operating Rules:
  - a) Project Ref. 107739 requested completion date be extended to 31/03/2020
  - b) Project Ref. 108091 requested completion date be extended to 31/03/2020

2. Proposed Change of Supplier:
  - a) Project Ref. 108095 had a change of supplier
  
3. Project funding de-commitments – following completion of projects any under spend must be approved by the LAG. The following two projects have under spent:
  - a) Project Ref. 106084 under spend on gym equipment due to reduced cost in the amount of €1,705.17
  - b) Project Ref. 106942 under spend on road cones in the amount of €377.63
  - c) Project Ref. 106405 under spend on kitchen appliances in the amount of €8.48
  - d) Project Ref. 107428 under spend on radiators and piping, due to change of requirement in the amount of €1,149.19

**Decision:** On the proposal of Ms. Grainne Berrill, seconded by Mr. Thomas McEvoy the LAG notes for all 7 projects were approved.

**LAG Minute No. 09/2019**

**10. LEADER Projects - 21LDRLOU102543**

Project Code:	<b>21LDRLOU102543</b>	
Promoter Code:	2233	
Absenters:	Conflicts of Interest: None For Quorum Requirements: None	
Agreed by LAG:	To fully support the project with funding at a rate of <b>38% up to a maximum of €175,389.00</b> of eligible cost. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

**Decision:** On the proposal of Ms. Dolores Minogue, seconded by Mr. Matthew McGreehan, the above project was approved.

**LAG Minute No. 10/2019**

**10. LEADER Projects - 21LDRLOU102543**

Project Code:	<b>21LDRLOU106698</b>	
Promoter Code:	5580	
Absenters:	Conflicts of Interest: None For Quorum Requirements: None	
Agreed by LAG:	To fully support the project with funding at a rate of <b>90% up to a maximum of €2,158.20</b> of eligible cost. No Additional Conditions Apply.	
Has Quorum Requirements been met:	Yes	

**Decision:** On the proposal of Ms. Dolores Minogue, seconded by Mr. Pearse McGeough, the above project was approved.

LAG Minute No. 11/2019

**22. Next Meeting**

Mr. Liam Reilly, advised that the next meeting would take place on Monday 18<sup>th</sup> February 2019 at the usual time of 3pm. He also advised that that the March meeting would be delayed, due to St. Patrick's Day, and suggested that the meeting be moved out by one week to 25<sup>th</sup> March 2019.

**The business of the LAG meeting concluded.**

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Minutes confirmed at meeting held on

18/2/19

Chairperson

Liam Reilly

