

Minutes of Meeting: Louth Local Community Development Committee (LCDC)

Louth Local Action Group (LAG)

Date: 18th October, 2021 at 4.00pm

Location: Via Video Conference

In attendance:	Ms. Joan Martin Chairperson, C.E. of LCC Cllr. Liam Reilly Cllr. Kevin Meenan Cllr. Eileen Tully Mr. Thomas McEvoy, LEO Ms. Anne Keeley DSP Ms. Sadie Ward-McDermott, LMETB Ms. Gráinne Berrill, Louth Volunteer Centre Ms. Bernardine Quinn, PPN Ms. Carol West, PPN Ms. Alison Quail, PPN Ms. Joanne Finnegan, PPN Mr. Ciaran Reid, LLP Mr. Steven Rice, Chamber of Commerce Drogheda
Officials:	Mr. Paddy Donnelly, Chief Officer Mr. John Lawrence, Senior Executive Officer Ms. Mary Deery, Administrative Officer Ms. Miriam Roe, Senior Staff Officer Mr. Gerard Judge, Staff Officer
Apologies	Mr. Sean Farrell, Chamber of Commerce Dundalk Ms. Elizabeth O' Reilly, PPN Mr. John Carroll, IFA Cllr. Dolores Minogue Ms. Bridie Pepper, HSE
Guests:	Ms. Mary O' Neill, LLP

LCDC MATTERS

LCDC Minute No. 53/2021

1. Minutes of LCDC meeting held on the 20th September 2021:

On the proposal of Ms. Alison Quail, seconded by Ms. Grainne Berrill and unanimously agreed by the members the minutes of the meeting held on the 20th September 2021 were adopted.

LCDC Minute No. 54/2021

2. Matters Arising:

There were no matters arising.

LCDC Minute No. 55/2021

3. Social Inclusion and Community Development:

a) Annual Engagement Meeting 2021

Mr. John Lawrence reported to the members on the SICAP Annual Engagement Meeting with Aileen Gilchrist from Pobal, held on Tuesday 28th September, 2021 via Zoom. The meeting was very positive and covered Programme Updates, Programme Supports provided by Pobal and a presentation of Social Inclusion Data Analysis. Following discussion at the meeting the SICAP/Social Inclusion Sub Group has two recommendations to be brought before the LCDC for approval.

Items for Approval:

1) SICAP Statement of Priorities (Louth) 2022-2023

On 19th July, Minister Joe O'Brien announced a one year extension to the SICAP Programme which will see it run to 31st December, 2023. As a result of this programme extension each LCDC have been asked to agree a Statement of Priorities. While looking at local needs we have been asked to focus on certain national priorities to ensure the programme remains focussed and continues to support those most in need. These programme priorities reflect current national policy and learning from the programme to date as well as low representation of certain target groups on the caseload and acute needs highlighted by the pandemic. Of the six priority areas listed, a max of 3 areas were to be chosen. The Statement of Priorities for Louth, has chosen the following 3 priorities:

- New Communities with particular focus on those living in Direct Provision
- Long Term Unemployed
- Travellers/Roma

Recommendation to the LCDC: That the LCDC approve the SICAP Statement of Priorities (Louth) 2022-2023, as previously circulated to each committee member.

2) Target Groups: 2022 & Emerging Needs Group

Recommendation: In order to maintain a continued quality of intervention over number of interventions the group recommend that the Target for KPI 1 remains at 63 and that the Target for KPI 2 remains at 822.

3) Emerging Needs Target Group for 2021:

Recommendation: The Social Inclusion Sub Committee recommended that the Emerging Needs Target Group for 2021 should remain as Socially Excluded Vulnerable Older People.

Decision: On the proposal of Cllr. Kevin Meenan, seconded by Ms. Anne Keeley, the recommendations of the Social Inclusion Sub-Committee Report, as outlined above, were approved.

b) SICAP VAT payments:

SICAP VAT 2 2020 payment (July to December 2020) in the amount of €14,811.16 and SICAP VAT 1 2021 Payment (Jan to May 2021) in the amount of €8,387.88 is due for payment

Decision: On the proposal of Ms. Sadie Ward McDermott, seconded by Ms. Anne Keeley VAT 2, 2020 payment (July-December) for SICAP in the amount of €14,811.16 and VAT 1 (2021) payment (Jan-May) in the amount of €8,387.88 was approved.

LCDC Minute No. 56/2021

4. PEACE IV

a.) Peace IV Procurement Recommendation:

Ms. Joan Martin, CE briefed the members on the following Procurement recommendation:

Shared Space at St. Peters Hill Drogheda's Heritage Quarter:

Recommendation: To award the tender for the Shared Space at St. Peters Hill Drogheda's Heritage Quarter Project to O'Connor, Sutton, Cronin Consulting Engineers.

Decision: On the proposal of Ms Carol West, seconded by Ms. Grainne Berrill the recommendation to award the tender for the Shared Space at St. Peters Hill Drogheda's Heritage Quarter Project to O'Connor, Sutton, Cronin Consulting Engineers was approved.

b.) Peace IV Partnership Committee – LCDC Nominee's:

Ms. Joan Martin, Chairperson, informed members that subsequent to the stepping down of both Mr. Kevin Moran and Geordie McAteer from the Peace IV partnership committee she was seeking two new nominations to represent the LCDC on the Peace IV partnership committee.

Ms. Joan Martin received two nominations, Ms. Bernadine Quinn and Ms. Carol West, to represent the LCDC on the Peace IV partnership committee. There was no further nominations forthcoming from the committee.

Decision: On the proposal of Mr. Grainne Berrill seconded by Ms. Alison Quail and unanimously agreed by the members that both Ms. Bernadine Quinn and Ms. Carol West were selected to represent the LCDC on the Peace IV partnership committee.

LCDC Minute No. 57/2021

5. Louth Volunteer Framework Implementation Group –LCDC Nominee:

Ms. Joan Martin, Chairperson, advised members that, subsequent to the draft Terms of Reference (ToR) of the Louth Volunteer Framework Implementation Group being approved by the LCDC at their September meeting, she was now seeking one nomination to represent the LCDC on the implementation group committee.

Ms. Joan Martin received one nomination, Ms. Anne Keeley, to represent the LCDC on the Louth Volunteer Framework Implementation Group. There was no further nominations forthcoming from the committee.

Decision: On the proposal of Ms. Carol West, and seconded by Ms. Bernadine Quinn, Ms. Anne Keeley, was selected to represent the LCDC on the Louth Volunteer Framework Implementation Group, was approved.

LCDC Minute No. 58/2021

6. Correspondence

Members noted correspondence from the Peace IV

LCDC Minute No. 59/2021

7. AOB

Ms. Joan Martin, Chairperson, informed members that to facilitate the Louth County Council Annual Budget meeting the date of the LCDC meeting has changed to Tuesday the 16th November, 2021 at 4.00pm.

The business of the LCDC meeting concluded.

LAG MATTERS

LAG Minute No. 87/2021

1. Minutes of LCDC meeting held on the 20th September, 2021:

On the proposal of Cllr. Liam Reilly, seconded by Mr. Thomas McEvoy and unanimously agreed by the members the minutes of the meeting held on the 20th September, 2021 were adopted.

LAG Minute No.88/2021

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No.89/2021

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 13th October, 2021.

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 Cllr. Liam Reilly, seconded by Ms. Gráinne Berrill, financial reports 1 and 2 were approved.

LAG Minute No 90/2021

4. Administration Report:

- a) 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 September, 2021 in the amount of €30,431.44 which is an increase of .35c to the figure circulated to the members previously.

Recommendation: Approval of financial reports number 3 with an expenditure of €30,431.44 for the month of September, 2021.

Decision: On the proposal of Cllr. Liam Reilly, seconded by Ms. Gráinne Berrill, financial report no. 3 with an expenditure of €30,431.44 for the month of September, 2021 was approved.

LAG Minute No 91/2021

5. LEADER Monthly Project Updates:

Ms. Mary O'Neill informed members present that Financial Reports no. 4 is generated by Louth Leader Partnership

- a) Report 4 provides a breakdown of progress under each of the Local Objectives of the LDS with a further breakdown per sub theme and local objective as at 11th October, 2021. This report details the Transitional Programme Allocations plus any de-commitments and the balance of Grant Aid as per each Local Objective.

Report number 4 is for information purposes only.

LAG Minute No 92/2021

6. EOI's Rolling and Targeted:

Members were advised of the EOI's received during the month of September, 2021. Ms. Mary O'Neill informed members that the list of 7 EOI's were for noting only. There were no EOI's deemed ineligible, as all EOI's were considered eligible in principle

LAG Minute No. 93/2021

7. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed projects that required among other things proposed project extensions as per Operating Rules 8.4, project changes and de-commitment of funding, as per Operating Rules 8.3:

1. **Project funding de-commitments** – Following completion of projects any under spend must be approved by the LAG. The following projects have under spent:
 - a) Project Ref. 110827 under spend, due to the reduction in solar panels price quoted, in the amount of €3,750.00
 - b) Project Ref. 113660 under spend, due to small discounts, changes in exchange rates and no NI VAT changes, in the amount of €466.67
2. **Project Extension of less than 6 months:**
 - a) Project Ref. 111747 from 31/10/2021 to 30/12/2021
 - b) Project Ref. 110389 from 31/12/2021 to 31/03/2022
3. **Project Extension of more than 6 months:**
 - a) Project Ref. 114437 from 31/12/2021 to 31/12/2022

4. Project Changes:

a) Project Ref. 113916 requested a change of equipment from 15x Bolero Chair and 15 x Bolero Pedestal Table to 12x Bolero Chair and 13 x Turin Pedestal Table, due to changes in price and availability issues the promoter has re-configures their furniture requirements.

Mr John Lawrence advised that whilst the Notes to the LAG required approval by the members that these projects must undergo Article 48 checks.

Decision: On the proposal of Ms. Alison Quail, seconded by Ms. Anne Keeley, the LAG notes for these projects were approved.

LAG Minute No. 94/2021

8. 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. 95/2021

9. LEADER Project: 21LDRLOU115004

Project Code:	21LDRLOU115004	
Promoter Code:	4838	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Anne Keeley (DEASP – Public)	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €82,475.92 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Cllr. Liam Reilly, seconded by Mr. Thomas McEvoy, the above project was approved.

LAG Minute No. 96/2021

10. LEADER Project: 21LDRLOU115011 (LEADER Food Initiative)

Project Code:	21LDRLOU115011	
Promoter Code:	10775	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Anne Keeley (DEASP – Public)	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €8,561.25 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Mr. Thomas McEvoy, seconded by Ms. Sadie Ward-McDermott, the above project was approved.

LAG Minute No. 97/2021

11. LEADER Project: 21LDRLOU115165

Project Code:	21LDRLOU115165	
Promoter Code:	10879	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Anne Keeley (DEASP – Public)	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €18,712.50 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Mr. Thomas McEvoy, seconded by Ms. Alison Quail, the above project was approved.

LAG Minute No. 98/2021

12. LEADER Project: 21LDRLOU115831

Project Code:	21LDRLOU115831	
Promoter Code:	2695	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Mr. Thomas McEvoy (Louth LEO – Public)	
Agreed by LAG:	To fully approve the project with funding at a rate of 100% up to a maximum of €24,480.00 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Ms. Carol West, seconded by Mr Steven Rice, the above project was approved.

LAG Minute No. 99/2021

13. LEADER Project: 21LDRLOU116049

Project Code:	21LDRLOU116049	
Promoter Code:	11417	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Mr. Thomas McEvoy (Louth LEO – Public)	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €98,137.50 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

Decision: On the proposal of Ms Anne Keeley, seconded by Ms. Gráinne Berrill, the above project was approved.

LAG Minute No. 100/2021

14. Correspondence:

There were a number of circulars and items of correspondence which were predominantly in connection with administrative practices.

- Circular 10/2021- Travel & Subsistence
- Circular 11/2021- Reasonableness of Costs

LAG Minute No. 101/2021

15. Next Meeting:

Ms Joan Martin, Chairperson, informed members the date of the next meeting of the LAG has changed, to facilitate the Louth County Council Budget Meeting, and will now take place on Tuesday 16th November, 2021 following the LCDC meeting.

The business of the LAG meeting concluded

Minutes confirmed at meeting held on _____

Chairperson _____