

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

Louth Local Action Group (LAG)

Date: 21st February, 2022 at 4.00pm

Location: Via Video Conference

In attendance:	Ms. Joan Martin Chairperson, C.E. of LCC Cllr. Eileen Tully Cllr. Kevin Meenan Cllr. Dolores Minogue Mr. Thomas McEvoy, LEO Ms. Anne Keeley DEASP Ms. Bernardine Quinn, PPN (via phone link) Ms. Carol Murphy, PPN Ms. Alison Quail, PPN Ms. Kayleigh Mulligan, Louth Volunteer Centre Mr. Steven Rice, Chamber of Commerce Drogheda (via phone link) Mr. John Carroll, IFA Mr. Ciaran Reid, LLP
Officials:	Mr. Paddy Donnelly, Chief Officer Mr. John Lawrence, Senior Executive Officer LCC Ms. Miriam Roe, Senior Staff Officer LCC Mr. Eamonn Redmond, Staff Officer LCC
Apologies	Cllr. Liam Reilly Ms. Sadie Ward-McDermott, LMETB Ms. Bridie Pepper, HSE Ms. Joanne Finnegan, PPN Mr. Sean Farrell, Chamber of Commerce Dundalk
Guests:	Ms. Mary O' Neill, LLP

LCDC MATTERS

LCDC Minute No. 06/2022

1. Minutes of LCDC meeting held on the 17th January 2022:

On the proposal of Ms. Alison Quail, seconded by Ms. Carol Murphy and unanimously agreed by the members the minutes of the meeting held on the 17th January 2022 were adopted.

LCDC Minute No. 07/2022

2. Matters Arising:

There were no matters arising.

LCDC Minute No. 08/2022

3. Social Inclusion and Community Development:

a) SICAP End of Year Review 2021

Ms. Miriam Roe advised that the SICAP/Social Inclusion subgroup met on 3rd February, 2022 to carry out the SICAP End of Year Review 2021 and their feedback was forwarded to Pobal, who completed their own high level review.

Ms. Roe confirmed the following:

- Action Costs Spend are within the parameters set in the programme requirements.
- The LDC has achieved both KPIs by 113% for KPI 1 and 111% for KPI 2.
- The Administration Spend is within the required thresholds, therefore no remedies apply.
- There was an under spend of €31,901.51 in 2021 which is within threshold and will be carried forward and added to the budget to be spent by the LDC in 2022
- The 2021 Progress Report is in line with the guidance issues and captures the beneficiaries needs and the approaches used by SICAP locally in response to the challenges faced during 2021 and the lessons learned.
- The video case study 'A life cycle approach to lifelong learning' presents very well, with contributors articulating how they interacted with the LDC/SICAP and/or benefited from such interactions and collaborations.
- It was noted that both the Sub Group and Pobal were very complimentary on the quality of content of both the Progress Report and the Case Study.

Ms. Maeve Harkin and the SICAP team were recognised for their continued hard work in dealing with the ever changing challenges posed by COVID 19 throughout 2021.

Recommendation: The SICAP Subgroup recommended approval of the 2021 End of Year Review.

Decision: On the proposal of Cllr. Kevin Meenan, seconded by Mr. Thomas McEvoy, the SICAP Annual Progress Report 2021 was approved.

b) SICAP Qtr. 1 - March Payment 2022

Members were advised that following the approval of the 2021 End of Year Review that the LCDC could now issue the final months payment for SICAP Qtr. 1, 2022, in the amount of €125,153.16.

Recommendation: The SICAP Subgroup recommend payment of the final month of the SICAP Qtr. 1 2022 (March) funding in the amount of €125,153.16.

Decision: On the proposal of Mr. Kevin Meenan, seconded by Ms. Carol Murphy, month 3 of the SICAP Qtr. 1 payment 2022 (March) in the amount of €125,153.16 was approved.

LCDC Minute No. 09/2022

3. LCDC Annual Report 2021

Mr. John Lawrence confirmed that the Draft LCDC Annual Report 2021 was distributed to all members with their meeting packs and enquired if there were any amendments they proposed to make to the LCDC Annual Report 2021.

Decision: On the proposal of Ms. Allison Quail, seconded by Ms. Kayleigh Mulligan the LCDC Annual Report 2021 was approved

LCDC Minute No. 10/2022

5. AOB

Ms. Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 21st March, 2022 at 4.00pm.

The business of the LCDC meeting concluded.

LAG MATTERS

LAG Minute No. 12/2022

1. Minutes of LAG meeting held on the 17th January, 2022:

On the proposal of Ms. Alison Quail, seconded by Ms. Carol Murphy and unanimously agreed by the members the minutes of the meeting held on the 17th

January, 2022, were adopted.

LAG Minute No. 13/2022

2. Matters Arising:

There were no LAG matters arising.

LAG Minute No. 14/2022

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 15th February, 2022.

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 Ms. Alison Quail, seconded by Ms. Carol Murphy, financial reports 1 and 2 were approved.

LAG Minute No. 15/2022

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 January, 2022 in the amount of €27,820.24

Recommendation: Approval of financial report number 3 with an expenditure of €27,820.24 for the month of January, 2022.

Decision: On the proposal of Ms. Alison Quail, seconded by Ms. Carol Murphy financial report no. 3 with an expenditure of €27,820.24 for the month of January, 2022, was approved.

LAG Minute No. 16/2022

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 February, 2022. 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. 17/2022

6. EOI's Rolling and Targeted:

Members were advised of the EOI's received during the month of January, 2022. Ms. Mary O'Neill informed members that the list of 11 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. 18/2022

7. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 6 projects that required among other things proposed project extensions as per Operating Rules 8.4, de-commitment of funding and re-allocation of funding.

a) Proposed Re-allocation:

Project Ref No: 21LDRLOU115348, Cross Border Tourism Conference 2022: Dundalk Chamber of Commerce CLG is requesting that the conference planned for 2022 be undertaken via Zoom and not as a physical conference as previously approved. The promoter states that staff from member companies are not yet back in the office environment and they would be reluctant to attend an in-person event.

b) Project De-commitments: following completion of projects any under spend must be approved by the LAG. The following projects have under spent:

- 1) Project Ref: 21LDRLOU113916 – Project de-commitment, due to underspend on furniture, in the amount of €450.07
- 2) Project Ref: 21LDRLOU113821 – Project de-commitment due to rounding on Dept. IT System, in the amount of €0.01c.

c) Project Extensions:

Project Ref	Original Completion Date	Current Completion Date	Requested Completion Date
21LDRLOU108049	30/06/2020	28/02/2022	31/07/2022
21LDRLOU113522	30/06/2021	28/02/2022	31/07/2022
21LDRLOU113925	30/06/2021	28/02/2022	31/03/2022

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

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

LAG Minute No. 19/2022

8. RDP Sub Group: Proposed Budget Re-allocations:

Ms. Alison Quail advised the members that the RDP Sub Group held a meeting on Tuesday 15th February, to discuss the re-allocation of funding within the Local Objectives. As we approach the midway point in the Transitional LEADER Programme, it was considered timely to review the funding remaining across all 10 Local Objectives. Having discussed the spend progression to date, and the possible projects coming on stream, the group considered where funding could be re-allocated to maximize the number of projects that can be progressed at this time.

The Rationale for Re Allocation of Funding at this time: It would appear that ongoing animation has yielded the majority of Expressions of Interest (EOI's) under Local Objective 03: Developing & Strengthening of Rural Enterprise. Although it is difficult to estimate just how many of these will progress to project stage, it is clear that the balance of funding which remains in Local Objective 3, is not sufficient cover these potential projects. Therefore, it was considered that a portion of the budget, as listed below, would be better utilized if moved to Local Objective 3: Developing & Strengthening of Rural Enterprise

Recommendation to the LAG: That funding, totaling €370,000.00 be re- allocated to Local Objective 03, as follows:

- a) To move Move €140,000 from L06: Support for the Promotion of Social Inclusion to LO3: Developing & Strengthening of Rural Enterprise
- b) Move €100,000 from LO7: Improving the Capacity of Young People to LO3: Developing & Strengthening of Rural Enterprise
- c) Move € 30,000 from LO9: Improvement of Rural Biodiversity to LO3: Developing & Strengthening of Rural Enterprise
- d) Move €100,000 from LO10: Rural Renewable Energy to LO3: Developing & Strengthening of Rural Enterprise

Decision: On the proposal of Ms. Anne Keeley, seconded by Cllr. Kevin Meenan, it was agreed that funding, in the amount of €370,000.00, should be re-allocated, as outlined above to LO3: Developing & Strengthening of Rural Enterprise.

LAG Minute No. 20/2022

9. 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. 21/2022

10. LEADER Project 21LDRLOU115760:

Project Code:	21LDRLOU115760
Promoter Code:	5447
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €24,783.07 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Alison Quail, seconded by Ms. Carol Murphy, the above project was approved

LAG Minute No. 22/2022

11. LEADER Project 21LDRLOU116154:

Project Code:	21LDRLOU116154
Promoter Code:	11482
Absenters:	Conflicts of Interest: Mr. Steven Rice (Drogheda Chamber of Commerce – Private) For Quorum Requirements: Ms. Joan Martin (CE Local Authority – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €8,658.37 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Carol Murphy, seconded by Ms. Alison Quail, the above project was approved.

LAG Minute No. 23/2022

12. LEADER Project 21LDRLOU116977

Project Code:	21LDRLOU116977
Promoter Code:	2697
Absenters:	Conflicts of Interest: None For Quorum Requirements: None
Agreed by LAG:	To fully approve the project with funding at a rate of 90% up to a maximum of €26,959.50 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

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

LAG Minute No. 24/2022

13. LEADER Project 21LDRLOU116978

Project Code:	21LDRLOU116978
Promoter Code:	4654
Absenters:	Conflicts of Interest: Mr. Ciarán Reid (Louth Leader Partnership – Private) For Quorum Requirements: Ms. Joan Martin (CE Local Authority – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 100% up to a maximum of €7,900.00 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

Decision: On the proposal of Ms. Alison Quail, seconded by Ms. Carol Murphy, the above project was approved

LAG Minute No. 25/2022

14. Next Meeting:

Ms. Joan Martin, Chairperson, informed members the next meeting of the LAG will take place on Monday 21st March, 2022, following the LCDC meeting.

The business of the LAG meeting concluded.

Minutes confirmed at meeting held on:

21/3/22

Chairperson:

J Martin