

**Yorkshire Dales LEADER Programme
Executive Group meeting
4th October 2016
Middleham Key Centre
10 a.m. – 12.30**

Minutes and Actions

Attending:

Voting members	Representing
Jane Ellison-Bates	Small / micro business
Andy Barton	Business support
Susan Briggs	Tourism
Isabel Marshall	Tourism
Rita Lawson (Chair)	Voluntary / Community Sector
Neil Pickard (Vice Chair)	Agriculture
Cllr Lawrence Grose	Richmondshire DC
Cllr Chris Clark	Yorkshire Dales NPA
Cllr Ian Thompson	Craven District Council
Advisors	Representing
Rima Berry	YDMT – LEADER Co-ordinator
Helen Patchett	NYCC, Accountable Body

1. Welcome and Apologies

As there were members who were new to the Group, introductions were made. Apologies were received from the following:

Voting members	Representing
Rachel Allen	Small / micro business
Cllr Margaret Atkinson	Harrogate Borough Council
Cllr John Fort	NYCC
Martyn Glynn	Forestry (private sector)
Judith Richards	Small / micro business
Karen Booth	York, North Yorkshire & East Riding LEP

2. Minutes from the last meeting of 13th July 2016

The minutes of the meeting were agreed as a true record.

3. Matters arising from the minutes of 13th July 2016

HP went through the action points identified in the minutes (summary of actions).

(i) The Electronic Handbook had been uploaded as a folder into the NY cloud drive, and would be remain there for reference. The folder contained the following documents:

- Local Development Strategy (including maps of the area)
- Current year Delivery Plan
- Full Application Appraisal Guidance (scoring system)
- Standard offer letter to applicants, with associated terms and conditions
- Executive Group Terms of Reference, including Conflict of Interest Policy
- Updated list of who's who, including contact details
- Eligible / ineligible items for the applicable priorities
- Applicant Handbook

(ii) Applicants would be asked how they heard of LEADER at point of contracting.

(iii) As and when the programme can open up to applicants again, any promotional material will be circulated to Executive Group members.

(iv) The Grant Funding Agreement had been prepared for 103521 Upper Dales Minibus Tours, but the applicant had withdrawn just before the inception meeting (the meeting at which the funding agreement is explained in detail).

(v) The additional advice to be given to the applicant of project 103521 was no longer relevant.

(vi) The Grant Funding Agreement to project 103551 Discover Upper Nidderdale was still not quite finalised as discussions were taking place.

(vii) Once the formal part of the process is complete, the comments / advice offered by the Panel will be communicated.

4. Programme Update

HP presented the written report that had been circulated. The key point was that an announcement would be made on the future of EU funding at the Autumn Statement and until that point, any projects that were not approved and contracted by the Autumn Statement are to be considered at risk.

Six projects were on the agenda for consideration (the last one not yet having had a complete appraisal) and a further 17 were potentially to be considered on 16 November Executive group meeting (subject to them all passing Eligibility & Completeness Check).

5. Full Applications for consideration

Neil Pickard declared an interest in project 104079 Improving Productivity of Hill Sheep Flock.

(i) 103736 Skirbeck Holiday Cottage

It was agreed (7 votes in favour, 2 votes against) to approve the project 103736 Skirbeck Holiday Cottage, subject to the existing conditions suggested:

- that the beneficiary shall obtain planning permission (due 31/10/16) prior to signing the Grant Funding Agreement.
- That the beneficiary shall review the cashflow and the claim dates prior to signing a Grant Funding Agreement.

(ii) 104079 Improving Productivity of Hill Sheep Flock

Neil Pickard left the room for the following discussion.

It was agreed (8 votes in favour) to approve the project 104079 Improving Productivity of Hill Sheep Flock.

(iii) 104120 Crimple Head Farm

It was agreed (9 votes in favour) to approve the project 104120 Crimple Head Farm.

This decision was subject to the RPA's Quality Check (QC) of the appraisal.

(iv) 103935 Forcett Quarry Biomass Processing 2

It was agreed (9 votes in favour) to approve the project 103935 Forcett Quarry Biomass Processing 2.

This decision was subject to the RPA's Quality Check (QC) of the appraisal.

(v) 104057 Grant for Capital Items, Croft Farm

It was agreed (9 votes in favour) to approve the project 104057 Grant for Capital Items, Croft Farm.

This decision was subject to the RPA's Quality Check (QC) of the appraisal.

7. Any other business

An edited version of the minutes of meetings would be uploaded onto the website at the point where they had been agreed at the following meeting. It was agreed that approved projects would be named (not the applicants), and rejected / withdrawn projects would not be identified individually.

8. Date and time of next meetings

16th November 2016

HP, NYCC, 14/11/2016