

Greensand Ridge Local Action Group

Minutes of Meeting 2, 10th October 2008

Present

Charles Whitbread, Chair	Southill Estate
Sara Hind	EEDA
Jilly Hall	Natural England
Jon Balaam	Greensand Trust
Sarah Burston	RSPB
Helen Shore	BCC
Laura Kitson	Beds & Luton GIC
Leanne Bacon	Gamlingay PC
Bridget Smith	Gamlingay PC
Pauline Hey	Heath & Reach PC
Diane Budd	Business Link
Gill Welham	Greensand Trust
Ali Bradbury	Clophill PC
Mick Dobson	Wenta
Richard James	Haynes PC
Mark Smith	North & Mid Beds CVS
David Morgan	Beds & Cambs Rural Support Group
Cliff Andrews	BRCC (Programme Manager)
Jon Boswell	BRCC (Accountable Body)

Apologies

Joel Carre	BRCC (Programme Director)
Colin Carpenter	Community Tree Trust
Sarah Hughes	BCC
Jennifer Dancy	Flitton & Greenfield PC
Rick Sanderson	Buy-local.net
Jon Billington	BLEDP
Helen Deavin	RSPB
Mark Egar	Southill Estate
Nick Saltmarsh	East Anglia Food Links
Roy Tebbutt	Amphill Town Council
Nick Parrish	F.B. Parrish & Son

Ref	Notes	Action Lead
1. Minutes of meeting 21st July 2008 and matters arising		
1.1	The minutes of the last meeting were agreed.	
2. Draft Partnership Agreement		

2.1	The draft Partnership Agreement had been circulated for consideration. Comments were requested.	
2.2	In her absence, Sarah Hughes had requested that a section be included re Risk Assessment and business continuity arrangements. Sarah Hughes to be asked to provide some suggested wording for this.	SH
2.3	Sara Hind requested that the agreement be more explicit re how communication of information/ changes/ decisions will be made between the various groups/ levels involved. JB to address this	JB
2.4	JB requested that any further comments be provided to him by 17 th October. The Agreement will then be amended by JB and sent to EEDA for their approval, prior to being brought back for adoption at the next LAG meeting.	ALL JB
3. Year 1 Delivery plan Update		
3.1	Item 3 on the Update briefing circulated before the meeting (attached) shows a revised indicative timeline for the end of Yr1 and start of Yr2. It should be noted that RDPE years are calendar and not financial.	
3.2	EEDA training for Programme Staff is now unlikely to start until January 2009, due to the need to wait for other LAGs to recruit staff.	
3.3	Current estimates are that the first grant approvals by the Greensand LAG will occur during summer 2009.	
3.4	It was confirmed that the current financial crisis will not affect RDPE funds, which are secure.	
4. Update on RDPE from EEDA		
4.1	An update on RDPE from EEDA (attached) had been circulated before the meeting	
4.2	Sara Hind requested feedback on the value of such updates, and if it was felt useful she would continue to produce them.	ALL
4.3	On 17th October an extranet will be launched for use by Programme Staff; and will include the Operations Manual and standardised forms and templates.	
4.4	Whether applicants apply for direct RDPE funding or apply for Greensand Leader funding will depend on scale of project and local priorities.	
4.5	RDPE expect to have spent £5.5m this year. Further funding is still available.	
4.6	Funding agreement with BRCC (Accountable Body) is expected to be in place within 2 weeks; from when	

	eligible expenditure can be incurred.	
5. Update from Natural England		
5.1	Jilly Hall gave a presentation (attached) on the role of NE and how NE can be involved in the Programme. The Greensand Ridge is a priority area for NE at a regional and national level.	
5.2	JH would like to join the LAG and can offer 10 – 12 days pa of her time to assist with the Programme. In addition to herself she is happy to act as a 'signpost' and contact to NE colleagues and other specialists. NE will also be able to assist with advice on specific project proposals and give assistance with training and linking to volunteers.	
6. Guidance on RDPE eligibility / application procedure (presentation by EEDA)		
6.1	EEDA.org.uk/RDPE hosts the key documents.	
6.2	<p>Sara Hind outlined the 10 Measures (activities) for which applications to the Greensand Leader Programme will fall under. An application can meet just 1 measure; although applications meeting a number of measures will be encouraged.</p> <p>The 10 Measures are:</p> <ul style="list-style-type: none"> 111 - Vocational training and information action 121 – Modernisation of agricultural holdings 123 – Adding value to agricultural & forestry products 124 – Cooperation for development of new products, processed and technologies 311 – Diversification into non-agricultural activities 312 – Support for the development& creation of micro-enterprises 313 – Encouragement of tourism activities 321 – Basic services for the economy & rural services 323 – Conservation & upgrading of the rural heritage 331 – Training & information for economic actors operating in the fields covered by Axis 3 (non-agric/ forestry) <p>Further information relating to each of these measures can be found in the RDPE 2007-2013 Prospectus & guidance on the use of Axis 1 & 3 in the East of England</p>	
6.3	Sara Hind stated that she and the RDPE Team would be happy to discuss the eligibility of individual projects as they come forward.	
6.4	<p>The 3 stages of project development were outlined:</p> <ol style="list-style-type: none"> 1. Ideas – initial eligibility assessment 2. Concept – explore options and costs 3. Full Business Case 	

	(A flowchart adding more detail to this is in the RDPE 2007-2013 Prospectus & guidance on the use of Axis 1 & 3 in the East of England (pg 14)	
7. Meetings calendar		
7.1	A proposed calendar detailing forthcoming meetings had been circulated	
7.2	Next LAG Meeting: Monday 1 st December, 2008, 2.00 – 4.00pm Venue confirmed as Priory House, Chicksands	
8. AOB		
8.1	It was confirmed the LAG Steering Group membership had been agreed, and that it would be reviewed annually	
8.2	It was requested that a short biography of each of the Steering Group members was compiled and circulated to the rest of the Steering Group. Jon Boswell to action.	JB
8.3	Jon Balaam informed the meeting that the Greensand Trust hasd secured £144k from NE for a Greensand Heathlands project	
8.4	Jon Balaam informed the meeting that a GI Plan for Mid Beds had just been completed by the Greensand Trust and partners; and that work was commencing on a GI Plan for S Beds & Luton. In addition, a number of parish-level GI Plans are to be produced over the next 18 months, including in a number of parishes along the Greensand Ridge. This work will be done by BRCC and the Greensand Trust and will result in action plans and projects of relevance to the Leader Programme.	
8.5	Jon Balaam informed the meeting that the Greensand Trust were waiting on the outcome of a funding bids (Investing in Communities and Growth area funding) for a Working Woodlands Centre.	
8.6	Laura Kitson informed the group that she will be coordinating a list of GI projects taken from Strategic, District and Parish-level GI Plans	

Cliff Andrews
Greensand Leader Programme Manager
October 10th, 2008