

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

**Louth Local Action Group (LAG)**

**Date: 21<sup>st</sup> June, 2021 at 4.00pm**

**Location: Via Video Conference**

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- 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, DEASP  
Ms. Sadie Ward-McDermott, LMETB  
Mr. Kevin Moran, PPN  
Ms. Joanne Finnegan, PPN  
Ms. Alison Quail, PPN  
Ms. Elizabeth O' Reilly, PPN  
Mr. John Carroll, IFA  
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** Cllr. Dolores Minogue  
Mr. Sean Farrell, Chamber of Commerce Dundalk  
Ms. Martina Ralph, HSE  
Ms. Gráinne Berrill, Louth Volunteer Centre
- Guests:** Ms. Mary O' Neill, LLP
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**LCDC MATTERS**

Ms. Joan Martin, Chairperson, welcomed new committee member Mr. Steven Rice who is the Drogheda & District Chamber of Commerce representative to the LCDC and wished him well.

Ms. Joan Martin also assured all committee members that training & support will be provided to help them carry out their duties as representative's to the LCDC.

**LCDC Minute No. 31/2021**

**1. Minutes of LCDC meeting held on the 17<sup>th</sup> May 2021:**

On the proposal of Ms. Anne Keeley, seconded by Cllr. Liam Reilly and unanimously agreed by the members the minutes of the meeting held on the 17<sup>th</sup> May 2021 were adopted.

**LCDC Minute No. 32/2021**

**2. Matters Arising:**

There were no matters arising.

**LCDC Minute No. 33/2021**

**3. Social Inclusion and Community Development:**

**a) SICAP Quarter 3 Payment**

The SICAP Quarter 3 2021 payment (July-September) is now due in the amount of €338,352.00

**Recommendation:** To approve SICAP Qtr. 3 2021 payment for the months of July and August only of €225,501.00. Payment for the month of September will only be approved subsequent to a satisfactory SICAP mid-year review.

**Decision:** On the proposal of Ms. Sadie Ward-McDermott, seconded by Mr. Kevin Moran Qtr. 3 2021 SICAP payment for the months of July and August only of €225,501.00 was approved.

**b) SICAP Vat Payment July – December 2020**

The SICAP Vat payment for July – December 2020 is now due in the amount of €14,811.16.00

**Recommendation:** To approve SICAP Vat payment for July – December 2020 in the amount of €14,811.16.00

**Decision:** On the proposal of Ms. Sadie Ward-McDermott, seconded by Mr. Kevin Moran Qtr. 3 2021 SICAP Vat payment for July – December 2020 in the amount of €14,811.16.00 was approved.

LCDC Minute No. 34/2021

**4. Community Enhancement Programme (CEP) 2021**

Ms. Mary Deery provided members with a summary of the new CEP 2021:

**Background:**

- Department of Rural and Community Development will allocate €145,542 to Louth LCDC
- Funding to support local groups to re-open their facilities post COVID-19
- Small grants for repairs and renovations, new equipment and safety upgrades
- Targeted at disadvantaged urban and rural areas.
- Projects that seek to enhance community, address disadvantage and improve social cohesion at local level.

**Funding allocation:**

In Louth funding will be allocated proportionally as follows;

Municipal District to receive an amount proportionate to their number of elected members to the overall number of elected members in the county:

- Ardee:  $6/29 \times €145,542 = €30,142$
- Drogheda:  $10/29 \times €145,542 = €50,200$
- Dundalk:  $13/29 \times €145,542 = €65,200$
  
- The Department recommends that the LCDC ring-fence 30% of its funds for grants of €1,000.00 or less.
- The Department envisages that up to 50% of the Louth LCDCs allocation might be targeted at 'reopening' type grants. (Guidance only)

**Rational for award of funding:**

The programme can also fund or partially fund larger scale capital projects to address disadvantage.

Each application will be required to show how their project will target addressing disadvantage as identified in the LECP.

Closing date for applications is 16<sup>th</sup> July 2021. The Community Enhancement Programme 2021 will be advertised via the Friday Communiqué, Louth County Council website, the Louth PPN website and LCDC member's website (if requested).

**Decisions on projects:**

The decision to award or not to award rests with the LCDC following assessment of the applications. The LCDC may need to award a lesser amount of funding to each municipal district depending on the number of applications received and their consistency with the LECP

**Recommendation:** To approve proposed Community Enhancement Programme 2021 as outlined above.

**Decision:** On the proposal of Mr. Liam Reilly, seconded by Ms. Anne Keely, the proposed Community Enhancement Programme 2021 was approved.

**LCDC Minute No. 35/2021**

**5. Correspondence**

- Members noted correspondence from the Peace IV programme.

**LCDC Minute No. 36/2021**

**6. AOB**

Ms. Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 19<sup>th</sup> July, 2021 at 4.00pm.

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

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**LAG MATTERS**

**LAG Minute No. 55/2021**

**1. Minutes of LAG meeting held on the 17<sup>th</sup> May, 2021:**

On the proposal of Cllr. Eileen Tully, seconded by Cllr. Liam Reilly and unanimously agreed by the members the minutes of the meeting held on the 17<sup>th</sup> May, 2021 were adopted.

**LAG Minute No.56 /2021**

**2. Matters Arising:**

There were no LAG matters arising.

**LAG Minute No.57/2021**

**3. LEADER Monthly Financial Reports:**

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 16<sup>th</sup> June, 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 Ms. Sadie Ward McDermott, seconded by Cllr. Eileen Tully financial reports 1 and 2 were approved.

**LAG Minute No 58/2021**

**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 May, 2021 in the amount of €37,782.76.

**Recommendation:** Approval of financial report number 3 with an expenditure of €37,782.76 for the month of May, 2021.

**Decision:** On the proposal of Ms. Anne Keeley, seconded by Cllr. Eileen Tully financial report number 3 with an expenditure of €37,782.76 for the month of May, 2021 was approved.

- b) Financial report number 4 provides details of the 2021 Quarter 3 Payment (July-September 2021) in the amount of €103,550.00

**Recommendation:** Approval of financial report number 4 with an expenditure of €103,550.00 for Quarter 3 2021 (July-September 2021)

**Decision:** On the proposal of Ms. Anne Keeley, seconded by Cllr. Eileen Tully financial report number 4 with an expenditure of €103,550 for Quarter 3 2021 (July-September 2021) was approved.

**LAG Minute No 59/2021**

**5. Possible Transfer of Assets – 21LDRLOU112633 Subsea Marine Ltd:**

Ms. Mary O'Neill advised the members that Subsea Marine Ltd, who were awarded LEADER funding of € 71, 7011.36 under Rural Tourism, Activity and Adventure Based Tourism, wish to transfer the asset to a new company. This project was funded to purchase a licensed tourist fishing & diving boat which would primarily

develop a new adventure experience providing fishing and diving tours on Carlingford Lough and to support the commercial diving side of the company. Since March 2021, the demand for these tours has grown exponentially, leaving the directors of Subsea Marine Ltd with the potential to sell off the commercial diving company and concentrate on the tourism side. In order to do this, the directors propose setting up a new company called Carlingford Lough Sea Tours Ltd and selling off Subsea Marine Ltd. It is the intention of the promoters to transfer ownership of the LEADER funded boat to Carlingford Lough Sea Tours Ltd. As the directors of Subsea Marine Limited will be the same as Carlingford Lough Sea Tours Limited, the promoters will transfer the schedule of conditions to the new company and accept them. The DRCD were contacted with regard to this proposal and have approved the request subject to a number of conditions. (as per LEADER Query dated 16/06/201). One of the conditions noted, was that 'The LAG will assess the new company for eligibility and confirm its potential eligibility for LEADER funding as was applicable to Subsea Marine Ltd. Ms. Martin asked that the LAG be kept informed of any progress and that it be brought to the LAG for approval at the earliest opportunity.

#### **LAG Minute No 60/2021**

#### **6. EOI's Rolling:**

Members were advised that of the 10 EOI's received during the month of May, 2021, 9 were considered eligible in principle. EOI ref: 115735 was considered ineligible, as per O.R 6.4 – conventional retail operations, excluding community based shops and farm shops selling locally produced produce.

**Decision:** On the proposal of Ms Alison Quail, seconded by Ms. Anne Keeley, EOI Ref: 115735 was deemed ineligible.

#### **LAG Minute No. 61/2021**

#### **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: It was noted that of the projects listed, project Ref: 111610 was included in the Notes to the LAG in April and does not require further approval.

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. 111066 under spend, due to the reduction in the rate of VAT in the amount of €90.00.
  - b) Project Ref. 113178 underspend, due to event taking place virtually, costs for sound, photography or IT support were not incurred, in the amount of €924.66



- c) Project Ref 114279 underspend, due to a small reduction in price of Alienware Aurora R11 PC in the amount of €4.07.
- d) Project Ref. 112100 underspend, due to rounding issues on the Department IT system, €0.01c.

**2. Project Extension of less than 6 months:**

- a) Project Ref. 109271 from 30/06/2021 to 30/09/2021
- b) Project Ref. 108049 from 30/06/2021 to 30/09/2021
- c) Project Ref. 109560 from 30/06/2021 to 30/09/2021
- d) Project Ref. 110396 from 30/06/2021 to 30/09/2021
- e) Project Ref. 111352 from 30/06/2021 to 31/12/2021
- f) Project Ref. 113433 from 30/06/2021 to 31/12/2021
- g) Project Ref. 113535 from 30/06/2021 to 31/12/2021
- h) Project Ref. 113729 from 30/06/2021 to 31/12/2021
- i) Project Ref. 113916 from 30/06/2021 to 13/09/2021
- j) Project Ref. 113925 from 30/06/2021 to 31/10/2021
- k) Project Ref. 113817 from 30/06/2021 to 31/12/2021
- l) Project Ref. 112417 from 30/06/2021 to 31/12/2021
- m) Project Ref. 114129 from 30/06/2021 to 30/10/2021
- n) Project Ref. 113536 from 30/06/2021 to 31/10/2021
- o) Project Ref. 114317 from 30/06/2021 to 31/08/2021

**3. Project Extension of more than 6 months:**

- a) Project Ref. 113522 from 30/06/2021 to 28/02/2022

**4. Change of Supplier:**

a) Project Ref. 114062 requested a change of supplier from DJ Simons & Sons to Glenwood Mouldings as the promoter would incur substantial duty costs as the original selected quote was from the UK. The promoter has moved to using the second lowest priced tender received.

b) Project Ref. 109560 requested a change of supplier from Sage to Allen Reilly & Co as the Sage package required the promoter to purchase additional IT support at the end of each financial year. They obtained a quote for a cheaper and more cost effective package.

**5. Typographical Error**

LAG Minute No 173/2020 (December 2020). Due to a typographical error, all documents presented to the LAG, as Project Ref 11420 should read Project Ref 113536. All documents have now been updated to correct this error.

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

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Mr. Thomas McEvoy the LAG notes for these projects were approved.

**LAG Minute No. 62/2021**

**8. Acknowledgement:**

As this was his last meeting Ms. Joan Martin, on behalf of all the members, thanked Mr. Kevin Moran for his significant contribution and service to the committee over the last number of year.

**LAG Minute No. 63/2021**

**9. Next Meeting:**

Ms Joan Martin, Chairperson, informed members the next meeting of the LAG will take place on Monday, 19<sup>th</sup> July 2021 following the LCDC meeting.

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**The business of the LAG meeting concluded**

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Minutes confirmed at meeting held on \_\_\_\_\_

*19<sup>th</sup> . 7 . 2021 .*

Chairperson

*Joan*

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