

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

Louth Local Action Group (LAG)

Date: 20th December, 2021 at 4.00pm

Location: Via Video Conference

- In attendance:** Ms. Joan Martin Chairperson, C.E. of LCC
Cllr. Liam Reilly
Cllr. Eileen Tully
Cllr. Dolores Minogue
Mr. Thomas McEvoy, LEO
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. John Carroll, IFA
- Officials:** Mr. Paddy Donnelly, Chief Officer
Mr. John Lawrence, Senior Executive Officer
Mr. Gerard Judge, Staff Officer
- Apologies** Cllr. Kevin Meenan
Ms. Anne Keeley DSP
Mr. Sean Farrell, Chamber of Commerce Dundalk
Mr. Steven Rice, Chamber of Commerce Drogheda
Ms. Bridie Pepper, HSE
Ms. Mary Deery, Administrative Officer LCC
Ms. Miriam Roe, Senior Staff Officer LCC
- Guests:** Ms. Mary O' Neill, LLP
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LCDC MATTERS

LCDC Minute No. 65/2021

1. Minutes of LCDC meeting held on the 16th November 2021:

On the proposal of Cllr. Dolores Minogue, seconded by Mr. Thomas McEvoy and unanimously agreed by the members the minutes of the meeting held on the 16th November 2021 were adopted.

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LCDC Minute No. 66/2021

2. Matters Arising:

There were no matters arising.

LCDC Minute No. 67/2021

3. Social Inclusion and Community Development:

a) SICAP Draft Annual Plan 2022:

Mr. John Lawrence advised members at the November LCDC meeting that there was an indication from the Department that there might be an increase in funding for the SICAP Annual Plan 2022.

Mr. John Lawrence informed the members that the Department has confirmed a new total allocation of €1,501,838.00 which represents an increase of €148,831.00.

The SICAP Draft Annual Plan 2022 before the members includes the additional allocation of funding and is for approval in principle only at this juncture. The Draft Plan, which was previously circulated, outlines the annual targets, budget and administrative costs. Programme developments for 2022 include county wide Smart Start Network for Older People, Migrant Forum and Migrant Network Development, Traveller Enterprise Training and also incorporates the agreed LCDC priorities for 2022-2023. The final 2022 Annual Plan will be put before LCDC, at a future meeting, likely early 2022, for approval.

Conflict of Interest: Mr. Ciaran Reid.

Abstention for decision weighting requirements: Mr. Thomas McEvoy abstained from voting.

Recommendation: To approve the SICAP Draft Annual Plan 2022 in principle.

Decision: On the proposal of Ms. Carol West, seconded by Cllr. Eileen Tully, the SICAP Draft Annual Plan 2022 was approved in principle.

b) SICAP Q1 Payment 2022:

Mr. John Lawrence advised members that SICAP 2022 Qtr.1 payment in the amount of €375,459.50 was now due. However, as the end of year review process is in progress the recommendation is to issue payment for two months (Jan & Feb) with the March payment to issue following approval of the End of Year Review for 2021 by the LCDC.

Conflict of Interest: Mr. Ciaran Reid.

Abstention for decision weighting requirements: Mr. Thomas McEvoy abstained from voting.

Recommendation: To issue payment for 2 months (January and February 2022) in the amount of €250,306.34. The payment of the remaining €125,153.16 for the



month (March) would issue following approval of the 2021 End of Year Review by the LCDC.

Decision: On the proposal Ms. Grainne Berrill, seconded by Cllr. Eileen Tully, payment of two months (January and February) funding for SICAP Qtr. 1 2022 in the amount of €250,306.34 was approved.

c) Social Inclusion and Community Activation Programme Audit Report 2020:

Members were distributed, within their meeting packs, a copy of the Social Inclusion and Community Activation Programme (SICAP) Audit report 2020 which was carried out by Crowleys DFK.

Conflict of Interest: Mr. Ciaran Reid.

Abstention for decision weighting requirements: Mr. Thomas McEvoy abstained from voting.

Recommendation: To approve the SICAP Audit Report 2020.

Decision: On the proposal of Cllr. Eileen Tully, seconded by Cllr. Liam Reilly, the SICAP Audit Report 2020 was approved.

LCDC Minute No. 68/2021

4. CEP – Community Activities Fund 2022

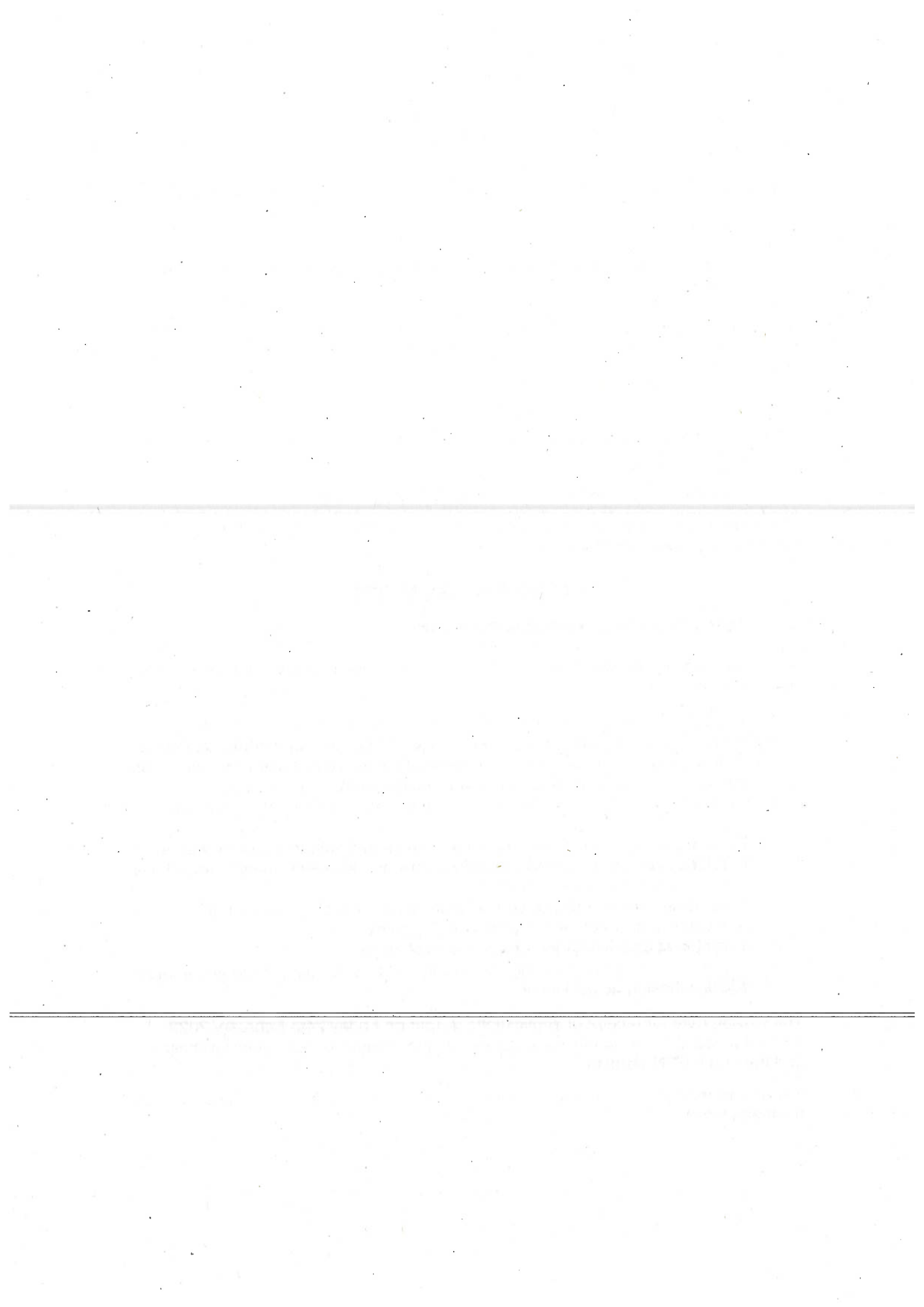
Mr. John Lawrence provided members with a brief summary of the new Community Activities Fund 2022:

The Community Activities Fund (CAF) 2022 provides funding to locally based community and voluntary groups in disadvantaged urban and rural areas across Co. Louth. The funding is targeted towards enhancing community facilities for individuals and communities that are impacted by disadvantage as identified in the Local Economic Community Plan. Louth County Council has been allocated €291,084.00.

- Fund to provide small grants for community groups impacted by the Pandemic
- Facilities such as community centres, men's and women's sheds, parish halls and youth centres to be supported
- Small grants for non-pay operating costs, insurance bills, 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.

The closing date for receipt of applications is 4pm on Friday 24th February 2022 and will be advertised via the Friday Communiqué, Louth County Council website, and the Louth PPN website.

Recommendation: To approve the proposed Community Activities Fund 2022 as outlined above.



Decision: On the proposal Ms. Grainne Berrill, seconded by Ms. Alison Quail, the Community Activities Fund 2022 was approved.

LCDC Minute No. 69/2021

5. Louth Economic and Community Plan (LECP) – Update

Members received, within their meeting packs, the new Local Economic and Community Plans Guidelines 2121 as prepared by the Department of Rural and Community Development and the Department of Housing, Local Government & Heritage. Mr. Paddy Donnelly advised members that a number of LECP workshops are planned for 2022 by the Department and LCDC members will be kept updated.

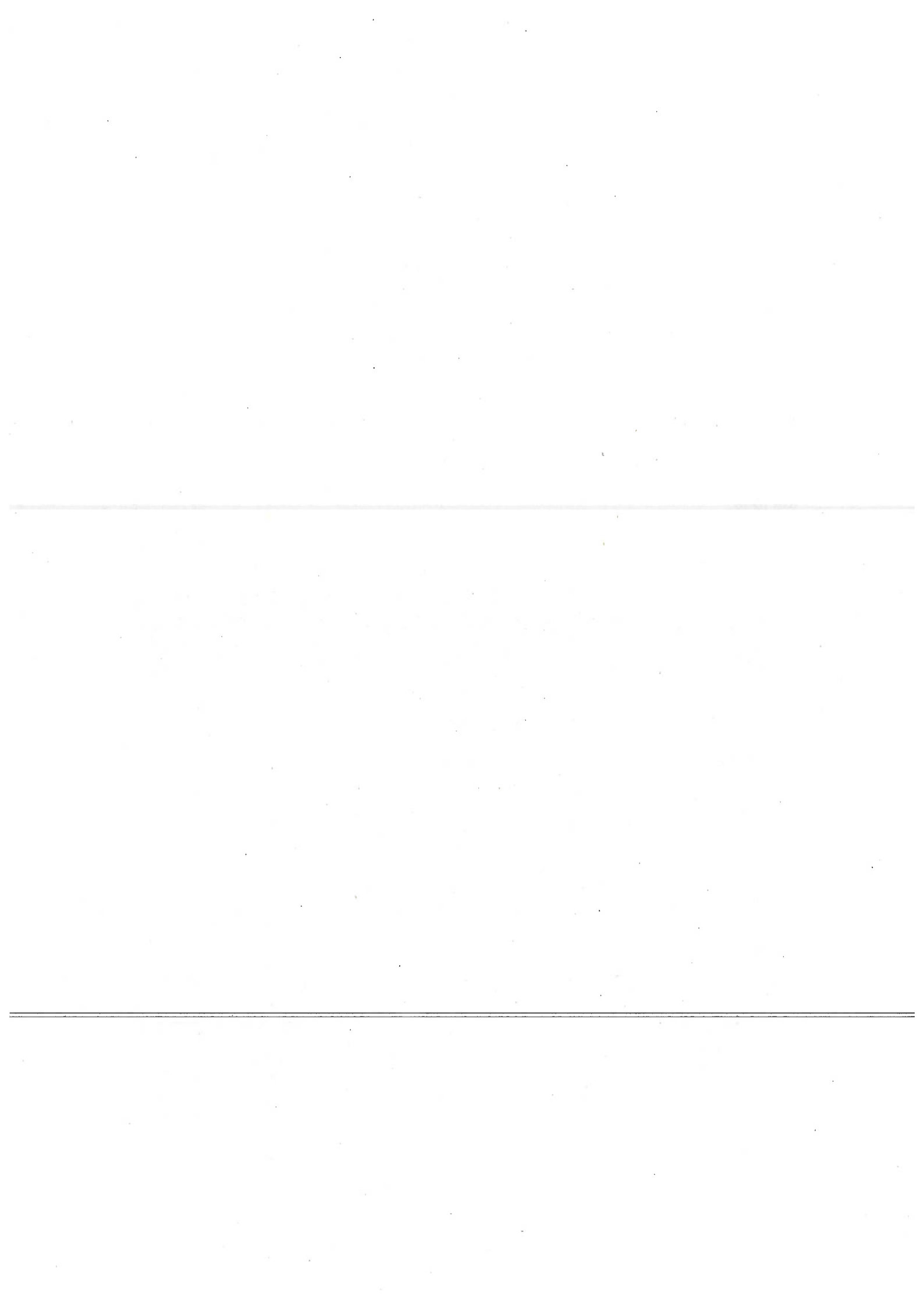
LCDC Minute No. 70/2021

6. Social Enterprise Small Capital Grants Scheme 2021

Members were presented with the Social Enterprise Small Capital Grants Scheme 2021 report by Mr. John Lawrence. Members noted the rationale used for allocation of the fund.

The table below sets out a summary of how the total fund of €32,631.35 was allocated throughout the county:

Social Enterprise Small Capital Grants Scheme 2021			
Name of Social Enterprise	Brief Project Details	Amount Requested	Recommended Grant Amount
n Táin Arts Centre	Purchase of Stage Platforms	€2,062.20	€2,062.20
The Cottage Market Drogheda	Purchase 4 outdoor pop up Gazebos and weights; 4 tables; New promotional-advertising banners in the town before market day	€3,500.00	€3,500.00
Moneymore Childcare Centre	Re-Fit our baby room garden area complete with artificial grass.	€8,000.00	€8,000.00
Culture Connect	Purchase office equipment: computer; Printer/Copier; Cabinets and projectors.	€5,000.00	€4,000.00
Dundalk Media Centre CLG	Sound Proofing for office. Purchase of laptop and tablet to enhance outside broadcast kit.	€1,000.00	€1,000.00
Habitat Re-Store	Purchase of a used forklift truck	€7,500.00	€4,069.15
Tredagh Lodge Day Care Centre	Dining room chairs. We are currently building a new day-care centre and need to furnish it. We hope to double the number of clients we care for on a daily basis which will greatly improve the services for people living with dementia.	€15,000.00	€10,000.00
		€42,062.20	€32,631.35



Conflicts of Interest: No Conflicts of Interest recorded.

Recommendation: To approve the allocation of the Social Enterprise Small Capital Grants Scheme 2021, to the groups proposed in the circulated report contained in each members meeting pack, in the amount of €32,631.35.

Decision: On the proposal Mr. Ciaran Reid, seconded by Ms. Carol West the allocation of the Social Enterprise Small Capital Grants Scheme 2021, to the groups proposed in the circulated report contained in each members meeting pack, in the amount of €32,631.35 was approved.

LCDC Minute No. 71/2021

7. Correspondence

Members noted correspondence from the Peace IV.

Members were distributed a schedule of dates of LCDC-LAG meeting for 2022.

Louth Volunteer Centre representative to the LCDC committee, Ms Grainne Berrill, tendered her resignation. Ms Joan Martin, Chairperson, on behalf of all members thanked Grainne for her contribution to the success of the committee and wished her well into the future.

LCDC Minute No. 72/2021

8. AOB

Ms. Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 17th January, 2022 at 4.00pm.

The business of the LCDC meeting concluded.

LAG MATTERS

LAG Minute No. 111/2021

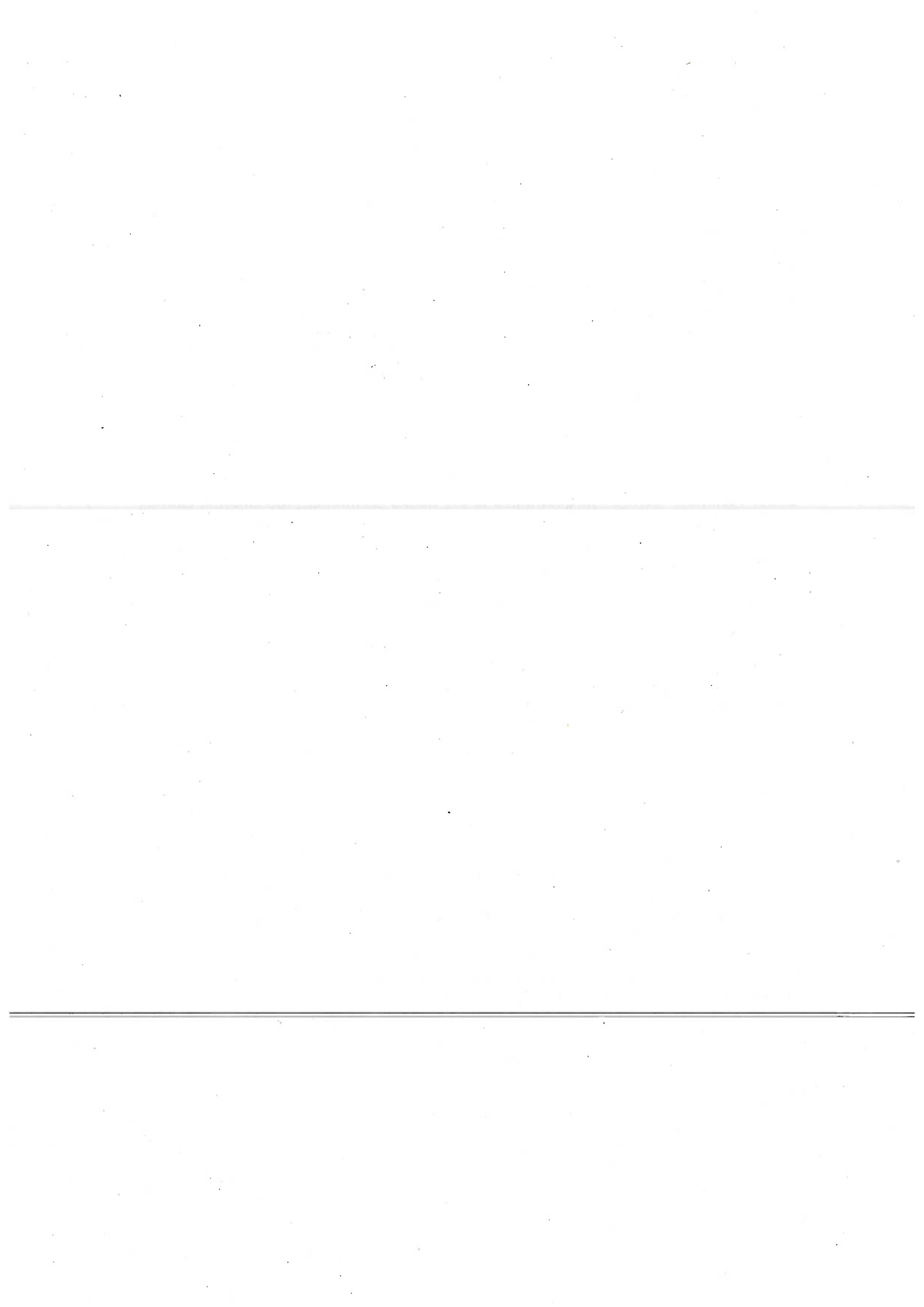
1. Minutes of LAG meeting held on the 16th November 2021:

On the proposal of Mr. Thomas McEvoy, seconded by Cllr. Eileen Tully and unanimously agreed by the members the minutes of the meeting held on the 16th November, 2021 were adopted.

LAG Minute No.112/2021

2. Matters Arising:

There were no LAG matters arising.



LAG Minute No.113/2021

3. LEADER Monthly Financial Reports:

Mr. John Lawrence advised that the two number financial reports, circulated to members detailed financial information up to 15th December, 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. Gráinne Berrill, seconded by Ms. Joan Martin, financial reports 1 and 2 were approved.

LAG Minute No. 114/2021

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 November, 2021 in the amount of €26,122.93

Recommendation: Approval of financial reports number 3 with an expenditure of €26,122.93 for the month of November, 2021.

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Joan Martin, financial report no. 3 with an expenditure of €26,122.93 for the month of November, 2021, was approved.

b) Financial report number 4 provides details of the 2022 Quarter 1 Payment (Jan-March 2022 in the amount of €98,970.00

Recommendation: Approval of financial report number 4 with an expenditure of €98,970.00 for Quarter 1, 2022 (Jan-March 2022)

Decision: On the proposal of Ms. Gráinne Berrill, seconded by Ms. Joan Martin financial report number 4 with an expenditure of €98,970.00 for Quarter 1, 2022 (Jan-March 2022) was approved.

LAG Minute No. 115/2021

5. LEADER Monthly Project Updates:

Ms. Mary O'Neill informed members present that Financial Reports no. 5 is generated by Louth Leader Partnership



a) Report 5 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 15th December, 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 5 is for information purposes only.

LAG Minute No. 116/2021

6. EOI's Rolling and Targeted:

Members were advised of the EOI's received during the month of October, 2021. Ms. Mary O'Neill informed members that the list of 5 EOI's were for noting only. There were no EOI's deemed ineligible, as all EOI's were considered eligible in principle

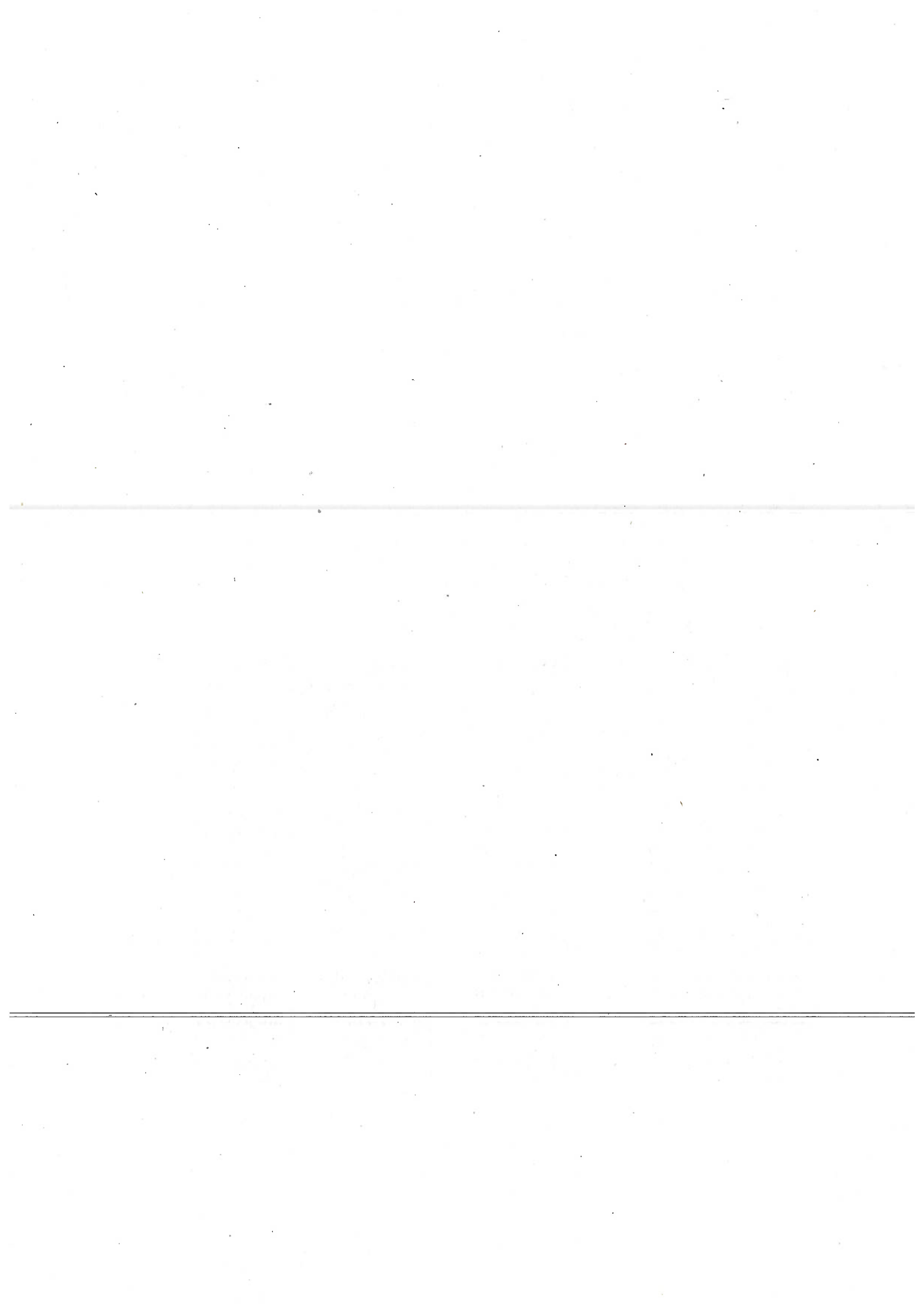
LAG Minute No. 117/2021

7. Notes requiring LAG approval:

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed projects that required proposed project extensions as per Operating Rules 8.4 and re-allocation as per Operating Rules 8.3

a) Proposed Project Extension as per OR 8.4:

Project No.	Original Completion Date	Current Completion Date	Requested Completion Date
21LDRLOU109271	30/09/2019	30/12/2021	30/03/2022
21LDRLOU111676	30/06/2020	31/12/2021	30/06/2022
21LDRLOU111392	30/06/2020	31/12/2021	30/06/2022
21LDRLOU112487	31/12/2020	31/12/2021	30/06/2022
21LDRLOU109560	31/12/2020	31/12/2021	31/03/2022
21LDRLOU112657	31/12/2020	31/12/2021	30/06/2022
21LDRLOU111747	31/12/2020	31/12/2021	31/03/2022
21LDRLOU110396	31/12/2020	31/12/2021	31/03/2022
21LDRLOU113352	30/06/2021	31/12/2021	30/06/2022
21LDRLOU113433	30/06/2021	31/12/2021	30/06/2022
21LDRLOU113535	30/06/2021	31/12/2021	30/06/2022
21LDRLOU113729	30/06/2021	31/12/2021	30/06/2022
21LDRLOU113482	31/12/2021	31/12/2021	30/04/2022
21LDRLOU113817	30/06/2021	31/12/2021	30/06/2022
21LDRLOU112417	30/06/2021	31/12/2021	30/06/2022
21LDRLOU114033	31/03/2021	31/12/2021	30/06/2022
21LDRLOU114316	31/12/2021	31/12/2021	31/05/2022
21LDRLOU114031	31/12/2021	31/12/2021	30/06/2022
21LDRLOU114108	31/12/2021	31/12/2021	30/06/2022



b) Proposed Re-allocation as per OR. 8.3:

Project Ref No: 112977 reallocation of funding as follows:

The promoter no longer requires the website development or audio conferencing element of the project, due to COVID restrictions. The training has moved online and the training provider hired under a separate funded project had to develop an online learning platform and this incorporated a site which the public can interact with on the web. The promoter requests to reallocate the website development and audio conferencing funding, along with underspend within Hub Costs ICT and Hub Costs Furniture to cover the cost of high spec audio conferencing equipment. This re-allocation will not compromise the projects delivery and complies with LEADER 2014-2020 Operating Rules:

Item	Original Budget	Change	New Budget
Website Development	€ 666.66	-€ 666.66	€ -
Programme Evaluation	€ 2,500.00	€ -	€ 2,500.00
Hub Costs - Marketing	€ 2,715.45	€ -	€ 2,715.45
Hub Costs - ICT	€ 11,200.98	-€ 95.33	€ 11,105.65
Hub Costs - Furniture	€ 9,159.81	-€ 61.50	€ 9,098.31
3 – Year Audio Conferencing	€ 503.64	-€ 503.64	€ -
Audio Conferencing Equipment	€ -	€ 1,327.13	€ 1,327.13
	€26,746.54		€26,746.54

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 Cllr. Eileen Tully, seconded by Ms. Gráinne Berrill, the LAG notes for these projects were approved.

LAG Minute No. 118/2021

8. LEADER Project: 21LDRLOU115563

Project Code:	21LDRLOU115563	
Promoter Code:	4492	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a max of €5,890.65 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:		Yes



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

LAG Minute No. 119/2021

9. LEADER Project: 21LDRLOU116470

Project Code:	21LDRLOU116470	
Promoter Code:	8035	
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 €99,750.00 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:		Yes

Decision: On the proposal of Cllr. Dolores Minogue, seconded by Ms. Carol West, the above project was approved

LAG Minute No. 120/2021

10. Next Meeting:

Ms. Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 17th January, 2022 at 4.00pm, following the LCDC meeting.

The business of the LAG meeting concluded.

Minutes confirmed at meeting held on:

17/1/2022

Chairperson:

Julian

