

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

**Louth Local Action Group (LAG)**

**Date: 18<sup>th</sup> July, 2022 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. Dolores Minogue  
Ms. Sadie Ward-McDermott, LMETB  
Ms. Bridie Pepper, HSE  
Ms. Bernardine Quinn, PPN  
Ms. Carol Murphy, PPN  
Ms. Joanne Finnegan, PPN  
Ms. Alison Quail, PPN - present for LCDC meeting only  
Ms. Kayleigh Mulligan, Louth Volunteer Centre  
Mr. Ciaran Reid, LLP  
Mr. Steven Rice, Chamber of Commerce Drogheda

**Officials:** Mr. Finbar Gethins, Senior Executive Officer LCC  
Ms. Sinead McVerry, Administrative Officer LCC  
Ms. Miriam Roe, Senior Staff Officer LCC  
Mr. Eamonn Redmond, Staff Officer LCC

**Apologies** Cllr. Eileen Tully  
Ms. Anne Keeley DEASP  
Ms. Lisa Doyle, PPN  
Mr. Sean Farrell, Chamber of Commerce Dundalk  
Mr. John Carroll, IFA  
Mr. Thomas McEvoy, LEO  
Mr. Paddy Donnelly, Chief Officer

**Guests:** Ms. Mary O' Neill, LLP

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**LCDC MATTERS**

**LCDC Minute No. 29/2022**

**1. Minutes of LCDC meeting held on the 20<sup>th</sup> June 2022:**

On the proposal of Cllr. Liam Reilly, seconded by Cllr. Kevin Meenan and unanimously agreed by the members the minutes of the meeting held on the 20<sup>th</sup> June 2022, were adopted.

**LCDC Minute No. 30/2022**

**2. Matters Arising:**

There were no matters arising.

**LCDC Minute No. 31/2022**

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

**a) SICAP Mid-Year Review**

**Conflict of Interest:** Mr. Ciaran Reid

Ms. Miriam Roe informed members that the Mid-Year Review is an opportunity for the Local Community Development Committee (LCDC) to take stock of the performance of their LDC in delivering SICAP in accordance with the 2022 Annual Plan, SICAP Programme Requirements and the Funding Agreement, prior to the end of year review.

With this in mind, the SICAP/Social Inclusion Sub Group carried out the MYR on behalf of the LCDC, which includes the financial (Financial & Monitoring Report) and non-financial elements of the 2022 Plan. Simultaneously, Pobal undertook their high level MYR:

**Items to note:**

**Adherence to Budget Parameters and Financial Compliance with Programme Requirements.**

- It was confirmed, that at this point of the year, the overall budget spend is 32.61% and admin spend is at 9.58%.

**Progress against KPI 1 and 2 targets and % KPI 2 from Disadvantaged Areas.**

- It was confirmed that targets for KPI1 and 2 have been achieved by 98% and 49% respectively. This shows KPI1 is significantly above the expected level of achievement at this point in the year. The Annual Target for % KPI 2 from Disadvantaged areas is 33% and the achievement to date is 15.33%.

There are a number of variable factors which affect the achievement of these targets. The LDC has agreed with Community Development Officers to sign Local Community Groups earlier in 2022 to allow for further development and adequate time to meet the goals outlined within their Annual Plans. The Overall Programme Budget, including Goal 1 and Goal 2, is being actively managed and under review at Board of Management meetings. Seasonality in spend is also a factor to consider, with some grants processed in the third quarter.

## Lot Level Performance

- Extensive detail and commentary have been provided in the narrative to give a clear picture of progress to date regarding the Programme Priorities
- There are 9 actions in the 2022 annual plan. Of the 8 actions with a numerical target, 7 actions have reached 40% achievement or more against the annual target.

The Pobal High Level Review concurred with the items noted in the MYR. They commented on the extensive detail in the Progress Report and quality of data contained therein. Pobal recommended that the LCDC and LDC keep an eye on the budget for the remainder of the year, in particular where budget spend is high or low for specific budget lines, and where possible engage regularly to ensure there is adherence to the SICAP budget requirements.

Following the findings of the Mid Year Review and Pobals High Level Review the SICAP/Social Inclusion Sub Group make the Following Recommendation to the LCDC.

**Recommendation:** Having carried out their SICAP Mid-Year Review and having considered the findings of the POBAL high level review, with no areas of concern identified, the SICAP/SOCIAL inclusion sub group recommend to the LCDC that the SICAP Mid Year Report and the Financial & Monitoring Report is approved.

**Decision:** On the proposal of Ms. Bernardine Quinn, seconded by Ms. Carol Murphy the SICAP Mid-Year Review was approved.

### b) SICAP Quarter 3 Payment

On the approval of the SICAP mid-year review the balance of SICAP Quarter 3 2022 payment (September) is now due in the amount of €125,153.17.

**Recommendation:** To approve the balance of SICAP Qtr. 3 2022 payment for the month of September only in the amount of €125,153.17.

**Decision:** On the proposal of Cllr Liam Reilly, seconded by Ms. Carol Murphy the balance of SICAP Qtr. 3 2022 payment for the month of September only in the amount of €125,153.17 was approved.

### c) Additional funding for Ukrainian Supports under SICAP

Mr. Finbar Gethins advised the members that Louth received additional funding for Ukrainian Supports, under SICAP, in the amount of €139,634.00. This will be spread across Goal 1 and Goal 2. Under Goal 1, it is proposed to recruit an Integration Development Coordinator who will coordinate and deliver a range of wrap around services to support the needs of the target. Under Goal 2 the Development Coordinator will develop a set of wrap around supports for the target group. The proposal allows for flexibility to respond to the changing needs of the target group.

**Recommendation:** That the Change Control Procedure for the Ukrainian Response, under SICAP, in the amount of €139,634 be approved by the LCDC.

**Decision:** On the proposal of Ms. Joanne Finnegan, seconded by Ms. Alison Quail, the Change Control Procedure for the Ukrainian response, under SICAP, in the amount of €139,634 was approved.

**LCDC Minute No. 32/2022**

**4. PEACE IV**

Ms. Joan Martin, Chairperson, advised the meeting that PEACE IV was nearly finished. The PEACE PLUS membership was almost complete. Preliminary meetings of PEACE PLUS have taken place and the tender process has begun for the plan. There has been no official call out yet.

**LCDC Minute No. 33/2022**

**5. AOB**

Ms. Joan Martin, Chairperson, informed members the next meeting of the LCDC will take place on Monday 19<sup>th</sup> September 2022, 2022 at 4.00pm.

The business of the LCDC meeting concluded.

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**LAG MATTERS**

**LAG Minute No. 67/2022**

**1. Minutes of LAG meeting held on the 20<sup>th</sup> June, 2022:**

On the proposal of Cllr. Liam Reilly, seconded by Ms. Joanne Finnegan and unanimously agreed by the members, the minutes of the meeting held on the 20th, June 2022, were adopted.

**LAG Minute No. 68/2022**

**2. Matters Arising:**

There were no LAG matters arising.

**LAG Minute No. 69/2022**

**3. LEADER Monthly Financial Reports:**

Mr. Finbar Gethins advised that the two number financial reports, circulated to members detailed financial information up to 8<sup>th</sup> July, 2022.

Mr. Gethins 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. Joanne Finnegan, seconded by Ms. Carol Murphy, financial reports 1 and 2 were approved.

**LAG Minute No. 70/2022**

**4. Administration Report:**

Mr. Finbar Gethins referred members to financial report number 3 which provides details of the named administration costs incurred by LLP for the month of June, 2022 in the amount of €33,637.73.

**Recommendation:** Approval of financial report number 3 with an expenditure of €33,637.73 for the month of June, 2022.

**Decision:** On the proposal of Ms. Carol Murphy, seconded by Ms. Bernardine Quinn, financial report no. 3 with an expenditure of €33,637.73 for the month of June 2022 was approved.

**LAG Minute No. 71/2022**

**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 as at 12<sup>th</sup> July, 2022. This report details the Transitional LEADER 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. 72/2022**

**6. EOI's Rolling and Targeted:**

Members were advised that of two reports listing EOI's received during the month of June, 2022. Ms. Mary O'Neill informed members that the list of 7 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. 73/2022**

**7. Notes Requiring LAG Approval:**

Ms. Mary O'Neill referred to the notes requiring LAG approval, which listed 2 projects that required among other things proposed project extensions as per Operating Rules 8.4.

**a) Project Extensions:**

<b>Project Ref</b>	<b>Original Completion Date</b>	<b>Current Completion Date</b>	<b>Requested Completion Date</b>
21LDRLOU108049	30/06/2020	31/07/2022	30/09/2022
21LDRLOU109560	30/12/2020	31/07/2022	31/10/2022

**Decision:** On the proposal of Ms. Bernardine Quinn, seconded by Ms. Carol Murphy, the extensions of time for the above listed projects were approved.

**b) Project De-Commitment:**

Project Ref: 21LDRLOU114437: Ms. O'Neill informed the members that the promoter has advised that they are no longer in a position to proceed with the above project. Therefore, approval for a de-commitment in the amount of €177,157.20 is being sought.

**Decision:** On the proposal of Ms. Bernardine Quinn, seconded by Ms. Carol Murphy, a de-commitment in the amount of €177,157.20 for Project Ref: 21LDRLOU114437 was approved.

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

**LAG Minute No. 74/2022**

**8. Conflicts of Interest and Confidentiality:**

Members were reminded by Mr. Finbar Gethins 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. 75/2022**

**9. LEADER Project 21LDRLOU117508:**

Project Code:	<b>21LDRLOU117508</b>	
Promoter Code:	2679	
Promoter Name:	Dromiskin Tidy Towns	
Absenters:	Conflicts of Interest: Cllr. Liam Reilly (Elected – Public) For Quorum Requirements: None	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €13,270.98 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Cllr. Kevin Meenan, the above project was approved

**LAG Minute No. 76/2022**

**10. LEADER Project 21LDRLOU117595:**

Project Code:	<b>21LDRLOU117595</b>	
Promoter Code:	2679	
Promoter Name:	Dromiskin Tidy Towns	
Absenters:	Conflicts of Interest: Cllr. Liam Reilly (Elected – Public) For Quorum Requirements: None	
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €5,796.21 of eligible cost. No additional conditions apply.	
Has Quorum Requirements been met:	Yes	

**Decision:** On the proposal of Cllr. Kevin Meenan, seconded by Mr. Steven Rice, the above project was approved.

**LAG Minute No. 77/2022**

**11. LEADER Project 21LDRLOU117451:**

Project Code:	<b>21LDRLOU117451</b>	
Promoter Code:	2620	
Promoter Name:	Louth Tidy Towns Together	
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms Bridie Pepper (HSE – Public)	

Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €7,326.69 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

**Decision:** On the proposal of Ms. Sadie Ward McDermott, seconded by Ms. Carol Murphy, the above project was approved.

**LAG Minute No. 78/2022**

**12. LEADER Project 21LDRLOU117645:**

Project Code:	<b>21LDRLOU117645</b>
Promoter Code:	4577
Promoter Name:	Dundalk Chamber of Commerce CLG
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Bridie Pepper (HSE – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €5,031.75 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

**Decision:** On the proposal of Ms. Sadie Ward McDermott, seconded by Cllr. Dolores Minogue, the above project was approved

**LAG Minute No. 79/2022**

**13. LEADER Project 21LDRLOU117593:**

Project Code:	<b>21LDRLOU117593</b>
Promoter Code:	6413
Promoter Name:	St. Brides GAA
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Bridie Pepper (HSE – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €14,513.80 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

**Decision:** On the proposal of Ms. Bernardine Quinn, seconded by Ms. Joanne Finnegan, the above project was approved

**LAG Minute No. 80/2022**

**14. LEADER Project 21LDRLOU117629:**

Project Code:	<b>21LDRLOU117629</b>
Promoter Code:	5491
Promoter Name:	Lannleire Pavilion CLG

Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Sadie Ward McDermott (LMETB – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €73,292.62 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

**Decision:** On the proposal of Cllr. Dolores Minogue, seconded by Ms. Bernardine Quinn, the above project was approved.

**LAG Minute No. 81/2022**

**15. LEADER Project 21LDRLOU117018: EURI**

Project Code:	21LDRLOU117018
Promoter Code:	11990
Promoter Name:	Rock Hydraulics Limited
Absenters:	Conflicts of Interest: None For Quorum Requirements: Ms. Bridie Pepper (HSE – Public)
Agreed by LAG:	To fully approve the project with funding at a rate of 75% up to a maximum of €42,443.79 of eligible cost. No additional conditions apply.
Has Quorum Requirements been met:	Yes

**Decision:** On the proposal of Ms. Sadie Ward McDermott, seconded by Ms. Carol Murphy, the above project was approved

**LAG Minute No. 82/2022**

**16. Next Meeting:**

Ms. Joan Martin, Chairperson, informed members the next meeting of the LAG will take place on Monday 19<sup>th</sup> September, 2022, following the LCDC meeting at 4.00pm.

The business of the LAG meeting concluded.

**Minutes confirmed at meeting held on:** 18<sup>th</sup> July 2022

**Chairperson:** 

