

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

**Date: 16<sup>th</sup> December 2024 at 4.00pm**

**Location: Cooley Room, County Hall, Dundalk and via Teams**

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- In attendance:** Ms. Alison Quail, Chairperson, PPN  
Cllr. Kevin Meenan  
Cllr. Dolores Minogue  
Cllr. Ejiro Stratton-O'Hare  
Cllr. Shane McGuinness  
Mr. Joe McGuinness, Temporary C.E. of LCC  
Ms. Bridie Pepper, HSE  
Ms. Carol Murphy, PPN (via Teams)  
Mr. Hubert Murphy, Chamber of Commerce Drogheda  
Mr. Niall Gallagher, LEO (via Teams)  
Ms. Sadie Ward-McDermott, LMETB  
Mr. Ciaran Reid, LLD  
Ms. Sharon Curran, DSP (via Teams)  
Ms. Jasmine Mathew, PPN (via Teams)  
Ms. Kayleigh Mulligan, Louth Volunteer Centre
- Officials:** Mr. Finbar Gethins, Senior Executive Officer LCC/Chief Officer  
Ms. Miriam Roe, Senior Staff Officer LCC  
Ms. Ann Monahan, Staff Officer LCC
- Apologies:** Mr. Pat McCormick, Chamber of Commerce Dundalk  
Mr. Kevin Sweeney, IFA  
Ms. Bernardine Quinn, PPN  
Ms. Sinead McVerry, Administrative Officer LCC
- Guests:** Ms. Mary O'Neill, LLD
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**LCDC MATTERS**

**LCDC Minute No. 75/2024**

**1. Minutes of LCDC Meeting Monday 19<sup>th</sup> November 2024:**

On the proposal of Ms. Sadie Ward McDermott and seconded by Cllr. Dolores Minogue and unanimously agreed by the members, the minutes of the meeting held on the 19<sup>th</sup> November 2024 were adopted.

### LCDC Minute No. 76/2024

#### **2. Declaration of Conflict of Interest:**

Mr. Finbar Gethins provided details of updates to the 2023-2027 LEADER Operating Rules, in relation to Conflict of Interest. He advised that there are now two forms, namely an Annual Conflict of Interest Declaration and a Register of Interests which must be completed in January of each year and relate to the period January to December of the previous year.

Members were also reminded that it is up to each individual to declare their own Conflict of Interest if applicable.

### LCDC Minute No. 77/2024

#### **3. Matters Arising:**

There were no LCDC matters arising.

### LCDC Minute No. 78/2024

#### **4. LCDC Correspondence:**

There was no LCDC Correspondence.

### LCDC Minute No. 79/2024

#### **5. Social Inclusion:**

##### **a) SICAP Case Study 2024**

Mr. Ciaran Reid gave a brief overview of the SICAP Case Study 2024, which was submitted to Pobal. It is in Video format and titled SICAP & The Drogheda Implementation Board and the focus is Quality Community Development & Collaborative Approaches. This Case Study highlights quality community development and collaborative approaches which demonstrate the core work of SICAP in Drogheda, focusing on the implementation of the actions of the Drogheda Implementation Plan. The highlight of the case study is the delivery of the new community house in Rathmullen.

Members commented on the real impact that the SICAP Programme has on our local communities.

A three page narrative, which accompanies the video, was circulated prior to the meeting and it was agreed to forward a link to the video, which is approximately 15 minutes long, to the members following the meeting.

**Conflict of Interest:** Mr. Ciaran Reid left the room.

**b) SICAP Qtr. 1 – January – March 2025 Payment:**

Ms. Miriam Roe advised the members that the total SICAP Budget for 2025 is €1,703,245 and represents a 3.15% increase on last year's allocation. The SICAP 2025 Qtr. 1 payment in the amount of €425,811.25 is now due and the DRCD has instructed that an initial two month's payment of €283,874.17 for January & February should now issue. The payment of the remaining €141,937.08 for March should only be released on final approval of the 2024 Annual Performance Review and the 2025 Annual Plan.

**Recommendation:** To issue payment for two months (January and February 2025) in the amount of €283,874.17. The payment of the remaining €141,937.08 for the month of March will issue following approval of the 2024 Annual Performance Review and the 2025 Annual Plan.

**Decision:** On the proposal of Ms. Sadie Ward McDermott and seconded by Mr. Hubert Murphy, payment of two month's (January and February) funding for SICAP Qtr.1 2025 in the amount of €283,874.17 was approved.

**c) SICAP Qtr. 1 – January – March 2025 Payment - New Arrivals:**

The members were advised that the total SICAP New Arrivals Budget for 2025 is €238,309 and the Qtr.1 2025 New Arrivals payment in the amount of €59,577.25 is now due for payment.

**Recommendation:** To issue payment for SICAP Qtr.1 2025 New Arrivals payment in the amount of €59,577.25.

**Decision:** On the proposal of Ms. Sharon Curran and seconded by Ms. Carol Murphy, payment for SICAP Qtr.1 2025 New Arrivals payment in the amount of €59,577.25 was approved.

Mr. Ciaran rejoined the meeting at this juncture.

**LCDC Minute No. 80/2024**

**6. PEACEPLUS Update:**

Mr. Finbar Gethins advised the members that the PEACEPLUS Pre-Procurement meeting took place on 21<sup>st</sup> November 2024 and that Tender Submission Training will be on 15<sup>th</sup> January 2025. Tender assessment panels are now in place and a Letter of Offer is due to be signed by the Chief Executive this week.

### **LCDC Minute No. 81/2024**

#### **7. Community Recognition Fund Update:**

Mr. Gethins informed the members that Call 3 is now open and Expressions of Interest will be accepted up to 6<sup>th</sup> January 2025. The amount of funding available under Call 3 is unknown at present as no announcement has been made yet in relation to successful projects under Call 2.

### **LCDC Minute No. 82/2024**

#### **8. Local Enhancement Programme 2025:**

Mr. Finbar Gethins referred members to information provided in the meeting packs regarding the Local Enhancement Programme 2025 and provided a summary of same.

##### **Background:**

- Department of Rural and Community Development will allocate **€239,207** to Louth LCDC.
- **€205,035** capital funding for the Local Enhancement Programme to use towards carrying out necessary repairs and improvements to facilities, energy efficiency type projects, purchase of equipment etc.
- **€34,172** current funding to be used to cover running costs e.g. rental/lease costs, utility bills, insurance costs.
- The scheme is designed to ensure local priorities are identified and met, so as to improve and enhance community facilities for all. All funding will be available to a diverse range of community groups including but not limited to Men's and Women's sheds/groups, community centres, parish halls and local voluntary groups.
- Groups applying under the current fund are not precluded from applying for the capital funding and vice versa.
- The maximum administration fee allowed is **€11,960** (5% of total allocation), and this fee is only permitted to be deducted from the **€205,035** Local Enhancement Programme capital funding stream.

##### **Funding allocation:**

In Louth funding will be allocated proportionally as follows:

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

### **Capital Funding (€193,075)**

- Ardee:  $6/29 \times €193,075 = €39,946.56$
- Drogheda:  $10/29 \times €193,075 = €66,577.58$
- Dundalk:  $13/29 \times €193,075 = €86,550.86$

### **Current Funding (€34,172)**

- Ardee:  $6/29 \times €34,172 = €7,070.07$
- Drogheda:  $10/29 \times €34,172 = €11,783.45$
- Dundalk:  $13/29 \times €34,172 = €15,318.48$

### **Rationale for award of funding:**

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

Closing date for applications is 23<sup>rd</sup> February 2025. Local Enhancement Programme 2025 will be advertised via the Local Press and Local Radio, Friday Communiqué, News On a Page, Louth County Council website and the Louth PPN website and Social Media. Electronic notice boards in LCC Customer Services & Louth Libraries will also be used to advertise the funding scheme.

### **Decisions on projects:**

The decision to award or not to award funding 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.

### **Funding Bands:**

The maximum grant available per application is €5,000, divided into two bands:

- Grant of €1,000 or less
- Grant between €1,001 and €5,000

It is proposed to ring-fence 30% of funding for grants of €1,000 or less.

### **Information Sessions:**

A number of information sessions will take place in each library across the county, 5 in total. The aim of these sessions will be to provide help and assistance with completing the applications forms and to target groups who do not normally apply for funding or do not have the capacity to do so.

### **Timeline:**

Fund Open for Applications: 13<sup>th</sup> January 2025

Information Sessions: Week Commencing 20<sup>th</sup> January 2025

Closing Date: 23<sup>rd</sup> February 2025 (Sunday)

Assessment of Applications: 10<sup>th</sup>-12<sup>th</sup> March 2025

Brought to LCDC for approval: 24<sup>th</sup> March 2025

Announced by Minister: May 2025

Closing Dates for drawdown: 30<sup>th</sup> August 2025

**Recommendation:** To approve the proposed Local Enhancement Programme 2025 as outlined above.

**Decision:** On the proposal of Cllr. Ejiro O'Hare Stratton and seconded by Mr. Ciaran Reid, the proposed Local Enhancement Programme 2025 as outlined above, was approved.

**LCDC Minute No. 83/2024**

**9. Schedule of Meetings for 2025:**

Ms. Alison Quail, Chairperson, referred to the Schedule of Meetings for 2025 which the members received with their meeting packs.

**LCDC Minute No. 84/2024**

**10. Next Meeting of LCDC:**

Ms. Alison Quail, Chairperson, informed the members that the date of the next LCDC meeting is Monday 20<sup>th</sup> January 2025. The meeting will be a hybrid meeting.

The business of the LCDC meeting concluded.

**Minutes confirmed at meeting held on:** 20/01/2025

**Chairperson:** 