

**North York Moors, Coast & Hills LEADER Programme  
Executive Group Meeting  
North York Moors National Park Authority Offices  
10.00 – 12.00 pm, 7 February 2017**

**Notes of the meeting**

Attending:

Name	Representing
Steve Arnold	Community and Voluntary Sector
Liz Barker	North Yorkshire County Council / York, North Yorkshire & East Riding Local Enterprise Partnership
Malcom Bowes (Chair)	Community and Voluntary Sector
Jayne Cranston	Hambleton District Council
Liz Dowson	Scarborough Borough Council
Helen Gundry	Community and Voluntary Sector
Will Terry	Agriculture
Anna Lupton	Tourism and the Visitor Economy
Helen Patchett (non-voting)	North Yorkshire County Council – Accountable Body
David Renwick	North York Moors National Park Authority
Adrian Harris	Redcar & Cleveland Borough Council
Amy Thomas (non-voting)	LEADER Co-ordinator / Programme Manager
Howard Wallis	Ryedale District Council
Will Watts (Vice Chair)	Tourism and the Visitor Economy
Abigail Stokell Beckett	Micro and Small Business

Apologies:

Name	Representing
Robin Asquith	Agriculture
Leah Swain	Rural Action Yorkshire
Rita Lawson	Tees Valley Rural Community Council
Nick Cooke	Forestry

**(1) Welcome and apologies**

MB welcomed the Group to the meeting. Apologies had been received as listed above.

**(2) Minutes from the last meeting of 27 September 2016**

The minutes of 27 September 2016 were agreed as accurate.

A copy of the minutes was signed by MB (Chair) to be retained on file.

**(3) Matters arising from the minutes of 27 September 2016**

An update on each of the matters arising was given as follows:

- 1.) Previous meeting minutes still need to be uploaded to the website by AET – in progress.
- 2.) Four approved projects from the 27 September meeting were issued with grant funding agreements by HP.
- 3.) & 4.) Spirit of Yorkshire application was circulated to the Executive Group and a vote via written procedures was held. The project was approved and a grant funding agreement was issued.
- 5.) Research around other Programmes calls for projects completed by AET and findings contributed to the new calls for projects documents to be discussed later in the meeting;
- 6.) Further consideration of accommodation needs in area not yet completed by AET.

No further matter arising were identified.

#### **(4) Programme Update**

HP presented the report that had been circulated, which outlined the current position.

Communication from the RPA in November 2016 allowed the Programme to re-open its Calls for Projects and begin to once again invite applications. The deadline for spend has currently been set at September 2018 but this may alter as timescales around the UK's exit from Europe become clearer. No details have yet been received from the RPA in terms of any possible alterations to budgets or the production of a new Delivery Plan. Further details are expected in the spring.

Two new EU funding calls will be opened by the York, North Yorkshire and East Riding Local Enterprise Partnership – Food Processing and Tourism Infrastructure, and three new funding calls will be launched by the Tees Valley Local Enterprise Partnership within the next few weeks.

HP's report also included a brief update on the progress of the Programme in terms of the projects supported and the level of funding being allocated from each priority. To date the NYMCH Programme has supported 2 projects under Farm Productivity (£9,136 in total), 1 project under Forestry Productivity (£8,716 in total), 3 projects under Micro/Small Business & Farm Diversification (£125,856 in total), and 1 project under Rural Tourism (£34,799 in total).

AET added that since re-opening the Programme 12 Outline Applications had been submitted totally approx. £155,000 and all were now working on Full Applications.

A couple of queries were raised by members regarding of the eligibility of a potential applicant and the issues that had been faced by applicants to date. This prompted some discussion about the specific eligibility requirements of the Programme. It was agreed that at a future meeting AET and HP would prepare a short update training session around any similar queries identified by Executive Group members.

**Action: AET / HP**

#### **(5) Executive Group Discussions – Additional Calls for Projects**

AET presented a brief summary of the paper provided around the detail regarding two potential new Calls for Projects – Rural Services, and Culture and Heritage.

Following the discussion under the above agenda point around the current budget and commitments profile, the Executive Group agreed to both new calls being open and flexible to as

wide a range of projects as possible, staying true to the LEADER principles and supporting small projects where possible, and to the new calls being finalised as quickly as possible with a launch by the beginning of March 2017.

It was also agreed that both calls should offer the same grant amounts / eligibility which are as follow:

- Minimum grant - £5,000
- Maximum grant – no upper limit set
- Intervention rates of up to 40% towards commercial projects, and up to 95% in exceptional circumstances here the proposed project activity is non-commercial and for a wider public benefit.

It was agreed by the Executive Group that AET could proceed with issuing the two new Calls for Projects on this basis as soon as possible.

**Action: AET**

Whilst discussing Calls for Projects, the Executive Group agreed to the need to amend the detail around the spend deadline in the existing four Calls for Projects and to maintain for now the Programmes current position of not accepting applications for tourist accommodation.

**Action: AET**

## **(6) Communications / Publicity**

In order to generate more interest in the Programme and to try and ensure that initial interest and Outline Applications are converted into Full Applications eligible for funding, a brief outline of potential action points related to Programme communications was put to the Executive Group for discussion. It was agreed by the Executive Group that work on communications was important and a number of other ways of promoting the Programme were suggested. These included attending RCBC Neighbourhood Forums, looking to do more joined up activity with HLF, attending the forthcoming RCBC Funding forum event, holding another LAG event in spring 2017 to promote the new Calls for Projects, direct mailings to Parish Councils and local radio.

**Action: AET**

AET encouraged Executive members to help with promotions and communications work.

**Action: Executive Group Members**

Due to a limited budget for Programme delivery and the restrictions we have on paying for printed promotional material, the National Park kindly offered to assist with the printing of small flyers / leaflets to be used for promotional purposes. AET to prepare a small flyer / postcard ASAP.

**Action: AET**

## **(7) AOB**

Chair and Vice Chair elections are due in April so Executive Group members were given an early reminder. Members were encouraged to start considering whether they would like to self-nominate for either position. Further details about the process will be shared at the March '17 meeting.

## **(8) Date of next meeting**

The next meeting will take place on 14 March 2017 at 10.00 am at the North York Moors National Park Authority.

## **Summary of Action Points**

	Action	To be completed by
1	Short update training session based on queries identified by Executive Group members with regards to applicant eligibility and issues faced by applicants	AET / HP
2	Update two new calls based on discussions and launch by early March	AET
3	Update details in existing four calls for projects to ensure consistency across the Programme	AET
4	Continue with proposed communication and publicity actions and develop new opportunities highlighted through discussion	All
5	Produce small information flyer / postcard for promotional activity	AET

*Amy Thomas,*  
*07.03.17*