

## Minutes

### Cadwyn Clwyd Board of Directors

10:30am, Wednesday 1<sup>st</sup> March 2017

Coedpoeth Parish Hall, Park Road, Coedpoeth, LL11 3TD

1. **Welcome and Apologies**

Present: Mr A Jedwell (AJ), Dr. Norman Jones (NJ), David Darlington (DD), Cllr Hugh Jones (HJ(W)), Mr John Les Tomos (JLT), Ms Janine Beggan (JB), Mr Gareth Evans (GE), Lowri Owain (LO), Mr Adam Bishop (AB), Ms Catrin Jones (CJ), Ms Delyth Jones (DJ) Mr Silas Jones (SJ) and Ms Lowri Edwards (LE).

Apologies: Cllr Rhys Hughes (RH), Cllr Huw Jones (HJ) and Ms Carolyn Brindle (CB)

AJ welcomed GE back to the meeting. The BOD was informed that Cllr Rhys Hughes may not be running as a councillor in the next election. AJ has asked RH to stay on the BOD as a community representative with expertise in the agricultural sector, but is yet to receive a reply.

2. **Minutes of the last meeting and matters arising**

The minutes of the previous meeting were accepted and AJ went through matters arising. LO gave an update on the Llys Owain building. The building work is progressing well and the builders have started working on the access to the bank from the downstairs foyer. LO has met with Lottery regarding possible funding for refurbishment to the bank hall. Another possible funding option is the RCDF but will need to secure 20% match funding. It was clarified that the work to improve the external appearance of the building would also be costed in the application if acceptable by WG. LO explained that Cadwyn might need the space second floor space themselves if the Rural Programme Community Development Support project with the Lottery is successful. GE mentioned that the lack of demand for office space in Corwen might be a sign of a wider general economic problem, and an issue that might be seen all over Denbighshire as more banks are being closed, resulting in empty buildings in town centres. The BOD was informed that the building is affected by the new Business Rates. Cadwyn has contacted Dafydd Jones (Chartered Surveyor), who is on the Denbighshire LAG, to advise on applying for a lower rate. LO explained that there is still a Flintshire representative vacancy on the BOD. It was confirmed that the representative does not have to be a County Councillor. JLT said that he would liaise with potential candidates in rural Flintshire to see if they would have an interest in applying for the vacancy. JLT suggested that Matt Wright could potentially be a strong candidate if he's interested. Cadwyn Clwyd will also advertise the vacancy.

- **ACTION: DJ to provide further information on the increase to Business rates for the Llys Owain Building at next BOD meeting**
- **ACTION: JLT to talk with Matt Wright regarding vacancy for Flintshire representative on the BOD**
- **ACTION: Cadwyn to advertise the Flintshire representative vacancy for the BOD**

3. **Rural Development Programme Update**

LO gave an update on the RDP schemes. The BOD requested for information on the schemes to be listed in the scheme windows EOI detail sheet. AB tabled a list of approved and pending RCDF projects. BOD members were requested to refer any groups to Cadwyn Clwyd for guidance on submitting an EOI for the RCDF scheme.

- **ACTION: AB to provide summary for each scheme to be listed in the scheme windows EOI detail sheet.**

4. **LAG Update, Quarterly Reports and Outputs**

LAG Update

AB gave an overview of the projects approved in the last LAG. JB requested for projects based in Wrexham to be sent to relevant staff in WCBC after they have been appraised in the sub-groups.

Quarterly Reports and Outputs

AB gave an overview on the quarterly reports and output tables. An updated version of the output tables was circulated in an improved format. LO explained that the state aid and match funding issues persist but staff are able to work with groups to modify project ideas so they are eligible as LEADER projects. JB suggested contacting Rob Griffiths at WCBC regarding putting Cadwyn Clwyd and LEADER funding information on the council website. It was agreed that this would be a good idea for FCC website as well.

- **ACTION: WCBC staff to be sent final applications after the sub-group appraisals.**
- **ACTION: AB to contact Rob Griffiths at WCBC and FCC to ensure Cadwyn Clwyd/LAG information is on their website.**
- **ACTION: LE to provide a summary of social media activity**

5. **Financial Reports**

DJ gave an overview of the financial report. An advanced payment was received in November 2016 to cover LEADER expenditure up until May 2017, and an advance was also received in December 2016 for Smarter Energy expenditure to cover the same period. It is anticipated that WG will be requesting claims soon, where Cadwyn will report expenditure incurred to date on projects.

6. **Report on Energy Efficiency Projects**

SJ gave an overview of the Energy Efficiency Projects Report.

7. **AOB**

The BOD was informed of the Wales Rural Network funding Roadshow that will take place in Glasdir, Llanrwst, on 15<sup>th</sup> March. Cadwyn Clwyd will have a stall there.

LO informed the BOD that the Smarter Energy Project has begun. Silas Jones has taken up the post of project manager which was advertised internally. This will mean that the current approved Theme 4 LEADER projects will be divided between the other officers. Cadwyn Clwyd will also look into additional support for Theme 4. Silas will continue to have an overview of the energy projects within LEADER.

JLT mentioned that Flintshire Tourism Association will have a stand at an event in Westminster on 27<sup>th</sup> March. He suggested contacting the Chair of the group, Christine Artus, for LEADER promotional material to be displayed at the event.

The BOD requested a Cadwyn Clwyd organisation chart and brief project summary to be tabled in the next BOD meeting.

The BOD agreed to draft a letter to the Chair of Denbighshire LAG requesting reduction of number of Councillors on the LAG.

- **ACTION: Circulate information on the WRN Funding Roadshow.**
- **ACTION: LEADER tourism material to be passed onto Christine Artus.**
- **ACTION: Cadwyn Clwyd Organisation chart and brief project summaries for next BOD**
- **ACTION: Draft a letter to request a reduction of Councillors on Denbighshire LAG**

8. **Date & Time of Next Meeting**

Wednesday 3<sup>rd</sup> May 2017 at a venue in Ruthin. Details to be confirmed over email.