

**Rural Community Led Local Development (RCLLD) Fund
Aberdeenshire Local Action Group (LAG) Meeting
Conference Video Call via Microsoft Teams
Monday 30th October 1.30pm to 5.30pm**

Present:

Eleanor Morris	Aberdeenshire Council	(Public)
Aileen Longino	Aberdeenshire Voluntary Action	(Private) (Vice Chair)
Duncan Leece	Banffshire Partnership	(Private)
Justine Tough	Buchan Development Partnership	(Private)
Gina Ford	Fintray Community Council	(Private) (Chair)
David Hekelaar	Formartine Community Councils	(Private)
John Loder	Formartine Partnership	(Private) (Vice Chair)
Gerald Banks	National Farmers' Union Scotland	(Private)
Lorna Paterson	National Farmers' Union Scotland	(Private)
Dawn Tuckwood	NHS Grampian	(Public)
Martin Auld	RSPB Scotland	(Private)
David Jackson	Visit Scotland	(Public)

Officers in Attendance:

Jamie Wilkinson	Investments and Projects Executive
Moira Beverley	Investments and Projects Executive
Catriona Nicolson	Investments and Projects Officer
Martin Brebner	Team Manager

Apologies:

Amanda Roe	Aberdeenshire Council	(Public)
Keith Anderson	Aberdeenshire Voluntary Action	(Private)
Mike Duncan	Federation of Small Businesses	(Private)
Malcolm Nicol	Scottish Land & Estates	(Private)
David Fyffe	Scottish Land & Estates	(Private)
Millie Clarke	VisitAberdeenshire	(Private)

1 Welcome & Apologies

1.1 The Chair welcomed those present and apologies were noted as above.

2 Declarations of Interest (DOI)

2.1 David Hekelaar made a declaration of interest regarding application RCCF016 Melvin Hall – Installation of Energy Efficient Windows. David Hekelaar will leave the meeting during discussions on this project.



- 2.2 Gerald Banks made a declaration of interest regarding application RCCF013 Strichen Community Park Access Improvements & EC Facility. Gerald Banks will leave the meeting during discussions on this project.
- 2.3 Jamie Wilkinson made two declarations of interest for applications RCCF011 Extension at Glass Hall and RCCF021 Cine Huntly. Jamie Wilkinson will leave the meeting during discussions on both projects.
- 2.4 Martin Auld advised that he is a trustee of the North East Scotland Cricket SCIO. Fraserburgh Cricket Club is a member of the SCIO but Martin has no link directly with the club. This was not felt to be a direct DOI with application RCCF022 Fraserburgh Cricket Club Batting Bays Project.

3 Minute of LAG Meeting (26 July 2023)

- 3.1 The LAG approved the minute of the meeting on 26th July 2023. This was proposed by David Hekelaar and seconded by Martin Auld.

4 Minute of PAC Meeting (12 October 2023)

- 4.1 The PAC members approved the minute of the meeting on 12th October 2023. This was proposed by Gina Ford and seconded by Gerald Banks.

5 Paper 1 – Project Assessment Report

- 5.1 Jamie Wilkinson reported back to the LAG on the Paper 1.
- 5.2 The total request for funds from applications is £507,000 (approximately), with a £320,000 budget. The current budget is therefore over subscribed by £187,000.
- 5.3 The LAG reviewed and discussed each project and made a recommendation for each.
- 5.4 Discussion took place on the information presented to the LAG, PAC recommendations and the LAG's process for delegating funds. The LAG will discuss and assess projects based on the information provided like, for example, the PAC recommendations and funds available.

5.5 Project RCCF002 Installation of Solar Panels and Battery at Finzean Hall

Moira Beverley reported back to the LAG. The project will take place at Finzean Hall and look to install solar panels, battery and insulation. The grant requested is £11,000 with match funding of £3,000 and total project costs of £14,000. The building warrant is currently outstanding.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
David Jackson	Y				
Public Total	3	0	0	0	0
Non-Public					
Aileen Longino	Y				
Duncan Leece	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	9	0	0	0	0
Overall Total	12	0	0	0	0

The LAG voted to approve the project in principle, subject to the receipt of the relevant building warrant. Further discussions will take place at the end of project considerations regarding the available budget.

Duncan Leece left the meeting.

5.6 Project RCCF005 Replacement of LED Lighting – St Combs Community Hall

The project will take place at St Combs Community Hall and will look to replace the current LED lighting. The grant requested is £7,500 with no match funding, and therefore total project costs of £7,500. There are additional costs for a generator for £3,000, but these present technical issues with regards to permissions.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
David Jackson	Y				
Public Total	3	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	11	0	0	0	0

The LAG voted to approve the project for a grant of £7,500.00.

5.7 Project RCCF010 SSW Capital Phase 1B - Carbon Reduction Pre-works

The project will take place at the Scottish Sculpture Workshop buildings in Lumsden and look to replacing the single glazed windows to triple glaze, upgrading the roof by insulating, relining and plastering the ceiling to increase insulation in the old stone bothy building. The grant requested is £34,083.04 with match funding of £4,500.00 and total project costs of £38,583.04.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
David Jackson	Y				
Public Total	3	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	11	0	0	0	0

The LAG voted unanimously to approve the project.

5.8 Project RCCF013 Strichen Community Park Access Improvements & EC Facility

The project will take place at Strichen Community Park and look to creating accessible paths for those with mobility issues, the provision of an electric charging point and developing a way to manage the Park with modern machinery. The grant requested is £43,000.00 with match funding of £7,991.60 and total project costs of £50,991.60.

Gerald Banks left the meeting during discussions on the project.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
David Jackson	Y				
Public Total	3	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks					Y
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	7	0	0	0	1
Overall Total	10	0	0	0	1

The LAG voted to approve the project.

5.9 Project RCCF015 Aberdour Parish Hall – Replace Windows & Insulating

Unfortunately, the project has recently been withdrawn due to planning permission reasons. The applicant has been advised recently that the windows would need planning permission as they are considered non-domestic.

5.10 Project RCCF016 Melvin Hall – Installation of Energy Efficient Windows

The project will take place at Tarves Hall and will look to install high performance double glazed windows in the hall to improve energy efficiency and reduce emissions associated with energy usage. The grant requested is £15,868.00 with match funding of £2,000 and total project costs of £17,868.00. The applicant has confirmed receipt of approval for planning permission by 30th October.

David Hekelaar left the meeting during discussions on the project.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
David Jackson	Y				
Public Total	3	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar					Y
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	7	0	0	0	1
Overall Total	10	0	0	0	1

The LAG voted to approve the project.

David Jackson left the meeting.

5.11 Project RCCF018 Edzell Woods Edible Trail

The project will take place at Edzell Woods and will look to create an ‘edible trail’ with fruiting plants and shrubs, increasing the opportunities and interest in walking around the site. Benches will be situated along the route, whilst equipment including a strimmer will be purchased to support future maintenance.. The grant requested is £10,478.10 with no match funding and therefore total project costs of £10,478.10.

The LAG felt it would be beneficial for the project to consider the use of species that are native or have a high probability of thriving.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	7	0	0	0	0
Overall Total	9	0	0	0	0

The LAG unanimously voted to approve the project.

David Hekelaar returned to the meeting.

5.12 Project RCCF021 Cine Huntly

The project will take place at Number 30, The Square, Huntly and will look to purchase cinema equipment within the multiuse facility. The grant requested is £49,527.90 with match funding of £5,503.10 and total project costs of £55,031.00.

Jamie Wilkinson left the meeting during discussions on the project.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	10	0	0	0	0

The LAG unanimously voted to approve the project.

5.13 Project RCCF023 Ellon Castle Gardens Water Supply

The project will take place at Ellon Castle Gardens and will look to connect the current old water system to the mains water supply. This will provide a drinking, vegetation and local amenities water supply. The grant requested is £19,589.66 with match funding of £2,176.63 and total project costs of £21,766.29.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	10	0	0	0	0

The LAG voted unanimously to approve the project.

Gerald Banks left the meeting.

5.14 Project RCCF006 Old Commercial Hotel/Dower New Aberdour Preparatory Clean Out

The project will take place at the Old Commercial Hotel in New Aberdour and will look to strip back the building walls down to stone. The grant requested is £35,640.00 with match funding of £3,960.00 and total project costs of £39,600.00.

The LAG felt there was a lack of evidence for need in the local area for the proposed works. Concern was raised over lack of relevant planning permission, outcomes the project would deliver and that it was not a strong fit with the priorities of the fund.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Justine Tough		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Lorna Paterson		Y			
Martin Auld		Y			
Non-Public Total	0	7	0	0	0
Overall Total	0	9	0	0	0

The LAG voted to reject the project.

5.15 Project RCCF019 RNAS Office

The project will take place at a private residence of an RNAS staff member in Mintlaw and will look to install a portable modular office cabin to act as the main office for RNAS.

The grant requested is £17,604.00 with no match funding and therefore total project costs of £17,604.00.

Concern was raised regarding the location of the portable building within the property of a private residence and the subsequent legacy use of the building. The LAG felt the application did not fit with the criteria of the programme.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Justine Tough		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Lorna Paterson		Y			
Martin Auld		Y			
Non-Public Total	0	7	0	0	0
Overall Total	0	9	0	0	0

The LAG voted to reject the project.

Jamie Wilkinson left the meeting.

5.16 **Project RCCF003 Replacement of the flat roof at the hall**

The project will take place at Muchalls Village Hall and will look to replace the flat roof extension, improve insulation and upgrade the toilet facilities. The grant requested is £13,068.00 with match funding of £1,452.00 and total project costs of £13,068.00.

Concern was raised that works might have already started on the project and some technical queries are still outstanding.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Justine Tough		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Lorna Paterson		Y			
Martin Auld		Y			
Non-Public Total	0	7	0	0	0
Overall Total	0	9	0	0	0

The LAG voted to reject the project.

Gerald Banks returned to the meeting.

5.17 Project RCCF007 Generator Installation at Gartly Community Hall

The project will take place at Gartly Community Hall and will look to purchase a generator for use in power outages and extreme weather conditions. The grant requested is £19,799.91 with match funding of £2,200.00 and total project costs of £21,999.91.

A planning application has not been made for the proposed project works. This presents a substantial risk in terms of funding the project and completion within the strict deadline of the programme.

Jamie Wilkinson was not present during project discussions.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Justine Tough		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Gerald Banks		Y			
Lorna Paterson		Y			
Martin Auld		Y			
Non-Public Total	0	8	0	0	0
Overall Total	0	10	0	0	0

The LAG voted to reject the project.

5.18 Project RCCF008 Play for All Banchory

The project will take place at Bellfield Park in Banchory and will look to will supply and install an inclusive roundabout and wheelchair accessible swing. The grant requested is £26,874.00 with match funding of £15,696.00 and total project costs of £41,570.00.

The Planning and Building Standards department have confirmed that planning permission is not needed for the proposed project works.

Concern was raised regarding ownership of the equipment moving forward. The council has advised the equipment can be covered under their liability insurance. More clarification is needed regarding the setup of liability, maintenance and insurance arrangements, and the subsequent implications of these.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	9	0	0	0	0
Overall Total	10	0	0	0	0

The LAG voted to approve the project in principle, subject to clarification on the setup of liability, maintenance and insurance arrangements, and the subsequent implications of these.

5.19 Project RCCF009 Kingshill Parish - Trinity Renewables (Phase 1 2023)

The project will take place at Kingshill Parish Church and will look to supply and fit replacement windows, solar panels and includes battery storage systems. The grant requested is £40,178.00 with match funding of £4,000.00 and total project costs of £44,778.00.

Costs are yet to be finalised due to discrepancies between quotes and application form, and inclusion of contingencies. The group has provided evidence of a broad community use for the facility.

The LAG felt that more clarification and information was needed to confidently fund the project.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				

Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	10	0	0	0	0

The LAG voted to approve the project.

5.20 RCCF011 Extension at Glass Hall

The project will take place at Glass Hall and will look to support the building works for a new kitchen/bathroom extension with accessibility for all ages and abilities. The recently revised application is for a grant request for £50,000 with match funding of £162,629 and total project costs of £212,629. Funding has been confirmed from Clashindarroch Windfarm.

The LAG felt that further information was required in order to make a decision on the application as presented today. The deadline for submission of a fully supported application has already expired. Match funding has been confirmed but it was proving difficult to split out the application of the match funding against the different elements of the project. Moira Beverley will follow this up after the meeting and report back to the LAG in due course.

The LAG voted indicatively as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood	Y				
Public Total	1	1	0	0	0
Non-Public					
Aileen Longino	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				

Martin Auld		Y			
Non-Public Total	4	1	0	0	0
Overall Total	5	2	0	0	0

5.21 RCCF012 Hydrogen Ready Boiler Axis Centre

The project will take place at the Axis Centre in Newmachar and will look to replace the natural gas boiler with a new hydrogen ready boiler. The project would look to reduce carbon emissions and assist with moving towards net zero. The grant requested is £11,034 with match funding of £1,226 and total project costs of £12,260.

The LAG supported the idea of future proofing but felt that the project costs may not be the most efficient use of funds, at this point in time, due to a lack of evidence on the expected arrival of hydrogen to the area.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Gerald Banks		Y			
Martin Auld		Y			
Non-Public Total	0	6	0	0	0
Overall Total	0	8	0	0	0

The LAG voted to reject the project.

5.22 **RCCF014 Banchory Woodland Trails**

The project will take place at Banchory and will look to provide the balance of funding for the Banchory Woodland Trails Project, a project which includes bike and walking trails and promotes outdoor learning within a woodland site at Banchory. The professionally designed site will provide bike trails and a skills area for all ages. The grant requested is £14,176.00 with match funding of £161,128.00 and total project costs of £175,304.00

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris	Y				
Dawn Tuckwood	Y				
Public Total	2	0	0	0	0
Non-Public					
Aileen Longino	Y				
Justine Tough	Y				
Gina Ford	Y				
David Hekelaar	Y				
John Loder	Y				
Gerald Banks	Y				
Lorna Paterson	Y				
Martin Auld	Y				
Non-Public Total	8	0	0	0	0
Overall Total	10	0	0	0	0

The LAG voted to approve the project in principle, subject to confirmation on the outstanding ownership and liability issues.

5.23 RCCF020 Beannachar Eco Laundry

The project will take place at Beannachar Camphill Community Campus at Banchory Devenick and will look to turn the laundry workshop into a net zero community hub by insulating the roof, install solar panels and double glaze the windows of the building. The grant requested is £34,501.60 with no match funding and therefore total project costs of £34,501.60.

The LAG had reservations on the proposed project costs and if this offered good value for money.

The LAG felt that further information was required in order to make a decision on the application as presented today. The deadline for submission of a fully supported application has already expired. Moira Beverley will follow this up after the meeting and report back to the LAG in due course.

The LAG voted indicatively as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Martin Auld		Y			
Non-Public Total	0	5	0	0	0
Overall Total	0	7	0	0	0

5.24 RCCF022 Fraserburgh Cricket Club Batting Bays Project

The project will take place at Fraserburgh Cricket Club and will look to instal a bespoke dual bay cricket practice area. The club recently installed an artificial surface wicket on the cricket pitch and now wish to complement this with a training nets facility. The grant requested is £48,684.00 with match funding of £5,000.00 and total project costs of £43,684.00.

Planning permission is needed for the proposed project works. The planning application is still to be made and therefore completion of the project works within the deadline of 28th February is unlikely. The LAG would like to support this project but unfortunately the lack of planning permission presents significant risk in funding the project activities at this time.

The LAG voted as follows:

Member	Approve	Reject	Defer	Abstain	DOI
Public					
Eleanor Morris		Y			
Dawn Tuckwood		Y			
Public Total	0	2	0	0	0
Non-Public					
Aileen Longino		Y			
Justine Tough		Y			
Gina Ford		Y			
David Hekelaar		Y			
John Loder		Y			
Gerald Banks		Y			
Lorna Paterson		Y			
Martin Auld		Y			
Non-Public Total	0	8	0	0	0

Overall Total	0	10	0	0	0
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The LAG voted to reject the project.

Lorna Paterson left the meeting.

Justine Tough left the meeting.

6 Update on Commissioned Projects

- 6.17 Six commissioned projects are currently progressing through procurement procedures. £50K has been allocated to phase two of the Community Building Energy Audits. The other five projects will go live on Public Contract Scotland tomorrow. Subgroup meetings will be arranged in due course to carry out the relevant evaluations. A delay in the Community Building Retrofit designs due to the requirement for committee approval in November, with a commitment of £160K.

7 AOCB

- 7.17 Malcolm Nicol has retired and will no longer sit on the LAG.
- 7.18 The classification of community councils as private or public was raised. Martin Brebner will look into this and clarify for the LAG in due course.
- 7.19 The LAG thanked the officers for their work and effort in supporting the LAG.

8 Date of next meeting

- 8.17 The next meeting will take place on Tuesday 23rd January 2024 2pm.

Minute Taker

Catriona Nicolson