



Minutes of the Waterford LAG Meeting
Thursday 11th November 2021, teleconference via Zoom at 11.00 a.m.

Present:

Non Public Sector:

Public Sector

1. Gabriel Foley	PPN / Environment	1. Cllr. E Quinlan	Elected representative
2. Jimmy Taaffe	CEO – WLP CLG	2. Cllr. P Nugent	Elected representative
3. Jenny Beresford	CEO Dungarvan & West Waterford Chamber	3. Richie Walsh	Head of LEO
4. Gerald Hurley	CEO Waterford City Chamber	4. Brendan Lawton	Reg. Mgr. Dept Social Protection
5. Maggie Flanagan	PPN / Community & Voluntary	5. Derval Howley	Head of Wellbeing HSE
6. Senan Cooke	PPN / Community & Voluntary	6. Michael Walsh	CE, WC&CC
Apologies:			
7. Michael Bowe	CEO – Waterford Area Partnership	Apologies:	
8. Catherine Quinlan	I.C.M.S.A.	7. Cllr. J Kelly	Mayor Public Rep
9. Breda Fell	PPN / Community & Voluntary	8. Julie Somers	CYPSC Coordinator
10. Heather Kiely	PPN/ Community & Voluntary	9. Michael O'Brien	WWETB

Staff Present: D. Tuohy Chief Officer, J. Codd S.O, K Moynihan S.O. S Whelan S.O. E Smyth A.S.O.

1.Total current Membership	19
2.Total attendees	12
3. Quorum % required (50% of 1 above)	Achieved – 63%
4. non-public/public ratio attendees % ratio non-public/public attendees	6 non-public : 6 public 50% non-public: 50% public

1. **Confirmation of Quorum:** Having reviewed the attendance record, Chief Officer D. Tuohy informed the attendees that a public representative would need to abstain from voting to balance the quorum. Michael Walsh agreed to stand down. Revised quorum Non-public 6: Public 5.

In the absence of the Chair Joe Kelly Deputy Chair Eamonn Quinlan opened the meeting.

2. **Apologies.**

As per table above apologies were noted.

3. **Conflict of Interest:**

- (i) No declarations submitted for this meeting
- (ii) Review of Quorum: Quorum achieved 6:5 in favour of non-public sector.

4. **Confirmation of Minutes of LAG Meeting held on 14th October 2021.**

Proposed: S. Cooke	Seconded by G. Foley
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

5. **Matters arising:**

Chief Officer Don Tuohy, on behalf of Heather Kiely, raised the issue of webinar training and capacity building to assist community groups who wish to apply for LEADER funding. WLP C.E.O. Mr. Jimmy Taaffe explained that groups are vetted prior to approval. Training was offered in the past with quarterly sessions of 6-9 modules where a 50% success rate was achieved. S. Cooke supported the motion and Chief Officer D Tuohy proposed that the matter be discussed further at the December meeting.

6. **Rural Development Programme.**

- (a) **For noting: Q3 2021 WLP RDP Returns, Income and Expenditure**

LDC income and expenditure returns were noted by the committee.

- (b) **For noting: LEADER Administration Funding Update**

An update on the current administration funding was noted by the committee.

(c). Projects for approval

i) Comeragh Pods 31LDRWAT115766

WLP C.E.O. Mr. Jimmy Taaffe advised that the Comeragh Pods project was split into two separate projects in order to accommodate differing rates of aid to project elements. P Nugent sought clarification on the site location. 4 Pods will be installed. S Cooke expressed support for the initiative.

Project ID	31LDRWAT115766
Project Type:	Capital
Project Name:	Comeragh Pods
Promoters Name:	P.T. Quinlan Ltd
Address:	Kilrossanty, Kilmacthomas, Co. Waterford
Description:	Development of a Self-Catering Glamping Site providing short term stay for tourists to the Comeragh Area. The development [Comeragh Pods], is a new build construction on an identified section of land in Kilrossanty, Co. Waterford. One of our key USP's to the marketplace, is an Environmentally conscious approach to holidaying in Rural Ireland. The promoters want to build a project which benefits from the wonderful location, while respecting the landscape throughout its approach and operation.
Theme:	LO1 Rural Tourism / S2 Aims c) / S3 Priorities 1)
Sub-theme:	SA1.4 Glamping, camping, community hostels, RV Parks
Link to LDS	Supporting rural tourism and enterprise to promote overnight stays

Total Project Costs	€235,602.16
Eligible Project Costs	€235,602.16
Funding sought by promoter:	€176,701.63
State one of the following: - First Review / Previously Deferred or Not Recommend	Second review
Funding recommended by Evaluation Committee:	€176,701.63
Details of private funding:	€8,900.54 Own funds €50,000 loan finance
Voluntary Labour: YES / NO (If yes provide detail)	No
Synopsis of project:	Funding sought for 6 lux glamping pods and a communal building and associated works on land owned by the promoter near the Mahon Falls in the Comeragh mountains where there is very little accommodation

Detail exactly what WLP will be funding (List items from Project Assessment Report)			
	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 75%
	Automatic Gate	3,800	2,850
	Pods x 6	100,800	75,600
	CCTV	1,500	1,125
	Communal Building	33,000	24,750
	Internal Fixtures (Kitchen/Carpentry)	15,885.46	11,914.09
	Cladding – Washrooms	4,141	3,105.75
	Office Equipment/Kitchen Equipment	6,951.71	5,213.78
	Services: ESB	5,221.33	3,915.99
	Services: Water (Borewells)	3,950	2,962.50
	Landscaping	8,500	6,375
	Car Park Stabilisation Mats	3,800	2,850
	Lawnmower/Strimmer	4,756.09	3,567.07
	Fencing	2,835	2,126.25
	Drylining (Kitchens/Bathrooms)	15,000	11,250
	Outdoor Furniture	4,726.83	3,545.12
	Picnic Benches	1,482.93	1,112.19
	Bathroom Fixtures	1,196.70	897.52
	Pod/Communal Furniture	7,495.12	5,621.34
	Gates	2,450	1,837.50
	Merchandise	610	457.50
	Marketing & Advertising	7,500	5,625
€	Total Cost of Project	€235,602.16	€176,701.63
Was an assessment completed?: Date: <u>06/10/2021</u>	Yes		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, the larger cost items such as the pods and communal building were etendered and a notice was placed in a local newspaper for the entire project. Other smaller cost items were invited via email and a full audit trial provided. The MEAT process was used to select suppliers		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional	Where less than three quotes were provided, evidence is available that the specific items were either etendered or directly invited and in all cases except ESB which is the sole		

steps taken to ensure the reasonableness of costs:	supplier of electrical connections, there is comparison quotes
Innovative Element of the project:	The project will provide much needed accommodation in a popular tourist area where there is a complete lack of same and provides an alternative stay which very much lends itself to the rustic nature of the area
Consideration of Deadweight:	The project would not progress without access to 75% funding as the promoters have limited funds
Consideration of Displacement:	Currently there are very few accommodations or self-catering options to facilitate visitors to the Comeragh Region. There is a Campervan facility available, closer to Dungarvan, which appeals to a different market segment to the identified Market of Comeragh Pods. There is no displacement of other businesses rather complementarily of local businesses and outdoor activities.
Economic justification for project:	The project will provide much needed alternative accommodation in the comeragh uplands where existing accommodation is extremely limited. It will also enable people to stay longer in the area and support other local providers, eateries, shops etc
Average Score for Project:	81/ 100 (1)
% level of aid & ceiling:	A maximum of €176,701.63 or 75% of eligible expenditure, whichever is the lesser
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 1. The project fits the Local Development Strategy plan for funding rural tourism type projects 2. The Evaluation Committee agreed the promoters have the skills and expertise to successfully implement the project. 3. The project scored 81/100. <p>A maximum of €176,701.63 or 75% of eligible expenditure, whichever is the lesser</p>

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
1	0	€8,900.54 Own funds	€0
		€50,000 loan finance	

Confirmation on the applicant's position re De-Minimis and double from the relevant agencies.	Date of Confirmation	Signed By
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Failte Ireland	13/09/2021	Mary Houlihan
LEO	08/09/2021	Brid Kirby

- **Meeting 13/10/21 - Detail of Discussion:** Ms Claire Connors advised that this project was recommended for funding at the previous evaluation meeting. Since then, it has come to light, at the Article 48 check, that some elements of the project, the works related services for plumbing and electrical should be funded at 50% rather than 75%. The IT systems require any project with two percentage rates to be entered as two separate projects. The change in percentage rate for the service works to 50% reduces the overall projects costs accordingly.
- The Evaluation Committee agreed to recommend funding both Comeragh Pods projects as per the rationale and scoring previously used. This project will be funded under the Rural Development 2014 -2022 Programme.

A maximum of €176,701.63 or 75% of eligible expenditure, whichever is the lesser

Previous Meeting 20/09/21 - Detail of Discussion:

- Ms Claire Connors outlined the project to the Evaluation Committee advising that the promoters are a husband-and-wife team Padraig and Tracy Quinlan from Kilrossanty. They intend to establish a self-catering Glamping site and are applying to purchase 6 glamping pods and 1 large communal pod and all associated costs.
- The site is on a 19.5-acre site and is looking straight up into the Comeragh Mountains with the River Tae running alongside. Once the trees are paired back there will be views of the river.
- Ms Connors advised that there is limited accommodation in the area.
- The Evaluation Committee discussed the access road and Ms Connors advised that access was good. Once turned off the main road the site is only 500 metres down the access lane which is good and wide. It was pointed out that there are many houses down the road and that WC&CC has a small development charge in the plans for the road.
- The pods are mid-range one bedroom with a double bed, a sitting/kitchen area with a double sofa bed, a small bathroom and outside decking.
- It was confirmed that the pods would have a life span of about 10 to 12 years once taken care of.
- The price during high season will be €150 which is comparable to competitors.
- The Evaluation Committee agreed that it is an excellent application, very well put together. There are lots of nice inclusions around eco-tourism and the branding of uniforms is a nice touch. One Committee Member noted that the Up-Cycled approach detailed on page 48 should be reconsidered as the more streamlined an area is the better it will look and be more hygienic.
- The backgrounds of both promoters were discussed, and it was agreed that they have the experience and capability to successfully implement the project.
- Ms Connors advised that the area is starting to develop with a nearby café/restaurant just after opening. Waterford City and County Council have plans to develop the Mahon Falls car

<p>park.</p> <ul style="list-style-type: none"> - It was noted that the director's expenses of €23k appear low but Ms Connors advised that Ms Quinlan will remain working but will take care of the accounts, promotions, etc. Mr Quinlan will be on hand, and they will outsource the linen/laundry and employ someone part-time cleaning. Initially, they are projecting 60% occupancy. - It was confirmed that the nearest shop is in Lemybrien. - It was noted that the promoters seem to have a reasonable amount of working capital of €25k. About one or two of the quotes there was a slight concern as most of the plumbing quoted were in the region of €22k one was €12K and it was feared that this may be too low. - Ms Claire Connors advised that there was a slight adjustment to the figures circulated. - Correspondence received from Mr Paddy Gordon Solicitors regarding the lease of the land advising that it should be transferred shortly was readout. - The Evaluation Committee agreed to recommend funding this project under the Rural Development 2014 -2022 Programme. 	
Amount Recommended: €176,701.63	75% of Eligible Project Funding: €235,602.16

Proposed: P. Nugent	Seconded by S. Cooke
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

ii) Comeragh Pods 31LDRWAT116564

Project ID	31LDRWAT116564
Project Type:	Capital
Project Name:	Comeragh Pods
Promoters Name:	P.T. Quinlan Ltd
Address:	Kilrossanty, Kilmacthomas, Co. Waterford
Description:	Development of a Self-Catering Glamping Site providing short term stay for tourists to the Comeragh Area. The development [Comeragh Pods], is a new build construction on an identified section of land in Kilrossanty, Co. Waterford. Funding is sought specifically for work related services of plumbing and electrical
Theme:	LO1 Rural Tourism / S2 Aims c) / S3 Priorities 1)
Sub-theme:	SA1.4 Glamping, camping, community hostels, RV Parks
Link to LDS	Supporting rural tourism and enterprise to promote overnight stays

Total Project Costs	€28,980		
Eligible Project Costs	€28,980		
Funding sought by promoter:	€14,490		
State one of the following: - First Review / Previously Deferred or Not Recommend	Second review		
Funding recommended by Evaluation Committee:	€14,490		
Details of private funding:	€14,490		
Voluntary Labour: YES / NO (if yes provide detail)	No		
Synopsis of project:	Funding sought for 6 lux glamping pods and a communal building and associated works on land owned by the promoter near the Mahon Falls in the Comeragh mountains where there is very little accommodation		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 50%
	Plumbing	€11,800	€5,900
	Electrical	€17,180	€8,590
	Total Cost of Project	€28,980	€14,490
Was an assessment completed?: Date: <u>06/10/2021</u>	Yes		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	The items were procured using the LEADER Procurement guidelines inviting a minimum of 3 suppliers and obtaining 3 or more quotations using the MEAT process to select the chosen suppliers		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	The required three quotations was achieved for each cost element		
Innovative Element of the project:	The project will provide much needed accommodation in a popular tourist area where there is a complete lack of same and provides an alternative stay which very much lends itself to the rustic nature of the area		
Consideration of Deadweight:	The project would not progress without access to 75% funding for most of the cost items associated with the entire project as the promoters have limited funds		

Consideration of Displacement:	Currently there are very few accommodations or self-catering options to facilitate visitors to the Comeragh Region. There is a Campervan facility available, closer to Dungarvan, which appeals to a different market segment to the identified Market of Comeragh Pods. There is no displacement of other businesses rather complementarily of local businesses and outdoor activities.
Economic justification for project:	The project will provide much needed alternative accommodation in the comeragh uplands where existing accommodation is extremely limited. It will also enable people to stay longer in the area and support other local providers, eateries, shops etc
Average Score for Project:	81/100
% level of aid & ceiling:	A maximum of €14,490.00 or 50% of eligible expenditure, whichever is the lesser
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ol style="list-style-type: none"> 4. The project fits the Local Development Strategy plan for funding rural tourism type projects 5. The Evaluation Committee agreed the promoters have the skills and expertise to successfully implement the project. 6. The project scored 81/100. <p>A maximum of €14,490.00 or 50% of eligible expenditure, whichever is the lesser</p>

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
1	0	€14,490 Own funds	€0

Confirmation on the applicant's position re De-Minimis and double from the relevant agencies.	Date of Confirmation	Signed By
Failte Ireland	13/09/2021	Mary Houlihan
LEO	08/09/2021	Brid Kirby

Detail of Discussion: Meeting 13/10/21 –

- Ms Claire Connors advised that this project was recommended for funding at the previous evaluation meeting. Since then, it has come to light, at the Article 48 check, that some

elements of the project, the works related services for plumbing and electrical should be funded at 50% rather than 75%. The IT systems require any project with two percentage rates to be entered as two separate projects. The change in percentage rate for the service works to 50% reduces the overall projects costs accordingly.

- The Evaluation Committee agreed to recommend funding both Comeragh Pods projects as per the rationale and scoring previously used. This project will be funded under the Rural Development 2014 -2022 Programme.

A maximum of €14,490.00 or 50% of eligible expenditure, whichever is the lesser

Previous Meeting 20/09/21 - Detail of Discussion:

- Ms Claire Connors outlined the project to the Evaluation Committee advising that the promoters are a husband-and-wife team Padraig and Tracy Quinlan from Kilrossanty. They intend to establish a self-catering Glamping site and are applying to purchase 6 glamping pods and 1 large communal pod and all associated costs.
- The site is on a 19.5-acre site and is looking straight up into the Comeragh Mountains with the River Tae running alongside. Once the trees are paired back there will be views of the river.
- Ms Connors advised that there is limited accommodation in the area.
- The Evaluation Committee discussed the access road and Ms Connors advised that access was good. Once turned off the main road the site is only 500 metres down the access lane which is good and wide. It was pointed out that there are many houses down the road and that WC&CC has a small development charge in the plans for the road.
- The pods are mid-range one bedroom with a double bed, a sitting/kitchen area with a double sofa bed, a small bathroom and outside decking.
- It was confirmed that the pods would have a life span of about 10 to 12 years once taken care of.
- The price during high season will be €150 which is comparable to competitors.
- The Evaluation Committee agreed that it is an excellent application, very well put together. There are lots of nice inclusions around eco-tourism and the branding of uniforms is a nice touch. One Committee Member noted that the Up-Cycled approach detailed on page 48 should be reconsidered as the more streamlined an area is the better it will look and be more hygienic.
- The backgrounds of both promoters were discussed, and it was agreed that they have the experience and capability to successfully implement the project.
- Ms Connors advised that the area is starting to develop with a nearby café/restaurant just after opening. Waterford City and County Council have plans to develop the Mahon Falls car park.
- It was noted that the director's expenses of €23k appear low but Ms Connors advised that Ms Quinlan will remain working but will take care of the accounts, promotions, etc. Mr Quinlan will be on hand, and they will outsource the linen/laundry and employ someone part-time cleaning. Initially, they are projecting 60% occupancy.
- It was confirmed that the nearest shop is in Lemybrien.
- It was noted that the promoters seem to have a reasonable amount of working capital of €25k. About one or two of the quotes there was a slight concern as most of the plumbing quoted were in the region of €22k one was €12K and it was feared that this may be too low.

<ul style="list-style-type: none"> - Ms Claire Connors advised that there was a slight adjustment to the figures circulated. - Correspondence received from Mr Paddy Gordon Solicitors regarding the lease of the land advising that it should be transferred shortly was readout. - The Evaluation Committee agreed to recommend funding this project under the Rural Development 2014 -2022 Programme. 	
Amount Recommended: €14,490	50% of Eligible Project Funding: €28,980

Proposed: P. Nugent	Seconded by S. Cooke
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

iii) Construction of Sheds for Storage 31LDRWAT115887

P. Nugent queried identity of the directors of OK Fuels, J Taaffe advised the Gerry O’Keefe and Sons were the directors. J. Beresford requested information on the level of funding previously granted and if more jobs would be created as a result of this investment, J Taaffe advised that €70.000.00 was granted previously and that employment levels have increased year on year.

Project ID	31LDRWAT115887
Project Type:	(SA 2.1) Capital Investment in existing and start up technology, graduate orientated rural businesses
Project Name:	Construction of Shed’s for Storage
Promoters Name:	O.K. Fuels Ltd
Address:	Deerpark, Lismore, Co. Waterford
Description:	<p>OK Fuels Ltd is a young business (formed in 2012) that has developed strong market connections in kiln-dried wood for residential home use. Over the last 9 years, it has developed markets with several large multiples.</p> <p>Because of this success, it now has to expand its facilities so as to supply their key buyers. As a result they have to construct new storage facilities for the kiln dried firing along with new staff facilities, i.e., new canteen and toilet area.</p> <p>They have developed a product that will be in line with the new legislation on smokeless fuel and the banning of burning green wood, i.e., not kiln dried.</p> <p>The investment is significant for this young business.</p>
Theme:	LO 2 Strategic & Collaborative Investment in Rural Enterprise Development to foster Rural Job Creation in local villages

Sub-theme:	SA 2.1) Capital Investment in existing and start up technology, graduate orientated rural businesses
Link to LDS	LO 2 Strategic & Collaborative Investment in Rural Enterprise Development to foster Rural Job Creation in local villages

Total Project Costs	The cost of this project is €505,000.00 and the promoter has requested funding of €166,455.79 or 32.96% of eligible costs whichever is the lesser.
Eligible Project Costs	€505,000.
Funding sought by promoter:	The promoter has requested funding of €166,455.79 or 32.96% of eligible costs whichever is the lesser.
State one of the following: - First Review / Previously Deferred or Not Recommend	First Review

Funding recommended by Evaluation Committee:	A maximum of €166,455.79 or 32.96% of eligible expenditure, whichever is the lesser		
Details of private funding:	€113,544.21 Cash €225,000.00 Borrowings		
Voluntary Labour: YES / NO (if yes provide detail)	No		
Synopsis of project:	Construction of a twin portal frame steel building for storage and staff facilities		
Detail exactly what WLP will be funding (List items from Project Assessment Report) Total Funding	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @32.96 %
	Construction of a twin portal frame steel building for storage and staff facilities	505,000	€166,455.79
		€505,000	€166,455.79
Was an assessment completed?: Date: _____	The Evaluation Committee agreed that the project assessment was completed on the 10 th September 2021		
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	The Evaluation Committee agreed that the promoters followed Category 2 – LEADER Specific Procurement Guidelines		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	N/A		
Innovative Element of the project:	Construction of a twin portal frame steel building for storage and staff facilities		
Consideration of Deadweight:	The Evaluation Committee agreed that this project would not proceed on the same level without funding.		
Consideration of Displacement:	Funding this project will not cause displacement as similar businesses in the area are not supplying this product.		
Economic justification for project:	The project fits the Local Development Strategy plan for enterprise support		
Average Score for Project:	- The project scored 81/100		

% level of aid & ceiling:	€166,455.79 or 32.96% of eligible costs whichever is the lesser.
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <p>7. The project fits the Local Development Plan (LDS) for enterprise support.</p> <p>8. The promoters provide employment in a rural area to those not geared to more technical pursuits.</p>

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
	11	Yes	€20,544.21-2018 €27,650-2017

Confirmation on the applicant's position re De-Minimus and double from the relevant agencies.	Date of Confirmation	Signed By
Waterford Local Enterprise Office	28/09/2021	B. Kirby

<p>The following were the main points raised in the discussion of the project: -</p> <ul style="list-style-type: none"> - Mr. Jimmy Taaffe advised that the promoters followed Category 2 Leader specific procurement guidelines and obtained 5 quotations along with advertising in the local papers. They awarded the contract to Norris Bros as they were the lowest value supplier that met the criteria. Another supplier at the same price but did not fully match the awarding criteria. - The Evaluation Committee noted that Norris Bros were one of the biggest shed suppliers in the Southeast and are known for being very efficient and cost-effective. They have in-house drafts and engineering people. - Mr. Jimmy Taaffe briefly outlined the background of the promoters advising that they have received funding previously. The promoters supply both kindling and firewood but the demand for Kiln-dried wood is increasing. They aim to add one new corporate customer per annum and are currently dealing with Aldi, Lidl and Dairygold. - From this year on the burning of green wood will not be allowed. This business falls into the new agenda for the green economy by providing kiln-dried wood and the circular economy by providing homegrown trees to create the product. It fits both the EU and Government agenda. - Mr. Jimmy Taaffe advised that the accounts for O'Keeffe Sawmills were also circulated as both companies are related, and the Committee needs to see the overall financial picture. - It was noted that while profitable the debtors appear quite high. Mr. Jimmy Taaffe advised that
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they are aware of this and are working on it. Over the years the business is progressing becoming more professional and this project is an extension of that. The debtors were reduced from 2019 to 2020.

- A Committee Member commented that he was concerned about the loan and queried why the cost of repaying the loan was not factored into the projections? Mr. Jimmy Taaffe replied that the promoters receive 5 loads per week from Coilte and create the products year-round but store them until required by the customer. They rent storage facilities all over, including warehouses, unused chicken houses, etc. The savings on rent and transport costs will cover the loan repayments.
- Mr. Jimmy Taaffe clarified that the promoters laid the hardcore for the project in advance but received retention for the works carried out. The planning permission for the steel sheds will be issued in November.
- It was advised that the bridging loan is required as under LEADER rules the promoter must pay the suppliers before making a claim. The programme only pays on receipted costs.
- The Evaluation Committee considered this a good use of EURI funding as the product is addressing climate change and will become the main source of firewood under the new fuel legislation.
- The Evaluation Committee agreed to recommend funding this project under the European Union Recovery Fund (EURI).

A maximum of €166,455.79 or 32.96% of eligible expenditure, whichever is the lesser with the following condition: -

Full planning permission must be obtained before the Letter of offer is issued.

Amount Recommended: A maximum of €166,455.79 or 32.96% of eligible expenditure, whichever is the lesser	32.96% of Eligible Project Funding:€166,455.79
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Proposed: P. Nugent	Seconded by G. Foley
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

iv) Charlie Crowley 31LDRWAT115771

Project ID	31LDRWAT115771
Project Type:	Capital
Project Name:	Charlie Crowley Kitchens & Interiors
Promoters Name:	Charlie Crowley
Address:	Glen, Stradbally, Co. Waterford
Description:	Funding is sought for equipment to make bespoke cabinets and carcasses available for traders. The promoter already has two large trade customers who have had difficulty sourcing good quality carcasses and doors due to problems with supply caused

	by Brexit and Covid-19. He also supplies to customers requiring custom made products via his website, social media, and word of mouth.
Theme:	LO2 Enterprise Development
Sub-theme:	SA2.1 Capital investment in existing technology
Link to LDS	Supporting micro rural enterprise creating additional employment and investing in new technology

Total Project Costs	€87,500		
Eligible Project Costs	€87,500		
Funding sought by promoter:	€65,625		
State one of the following: - First Review / Previously Deferred or Not Recommend	First Review		
Funding recommended by Evaluation Committee:	€65,625		
Details of private funding:	€21,875		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	Funding sought for a new drum/belt sander, panel saw and CNC machine		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 75%
	Drum/belt sander	€13,960	€10,470
	Panel Saw	€11,540	€8,655
	CNC Machine	€62,000	€46,500
Total Funding		€87,500	€65,625
Was an assessment completed?: Yes Date: <u>03/11/2021</u>			
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, the project was etendered and the most economic advantageous tender used to select the chosen supplier		
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps	Not applicable		

taken to ensure the reasonableness of costs:	
Innovative Element of the project:	The promoter already has two large trade customers who have had difficulty sourcing good quality carcasses and doors due to problems with supply caused by Brexit and Covid-19
Consideration of Deadweight:	Promoter has stated that due to a shortage of capital in the business, he is dependent on grant aid to invest in this much needed equipment and would only be able to proceed on a reduced basis. I would advise that the promoter is heavily dependent on this grant support to proceed with investing in this much needed equipment, some of which will replace poor obsolete equipment and the benefit of a CNC machine drastically improving performance and turn around
Consideration of Displacement:	There are 3 other businesses detailed: David Crowley, Bonmahon Joinery focusing on heritage furniture for overseas markets. Penn Products, Kilmacthomas who do not provide the same level of product and Gareth Dillon, Dungarvan who focuses on the sale of premade kitchens
Economic justification for project:	The funding will strengthen the promoters position vis a vis his two main trade customers who up to now have struggled to find the quality of workmanship in the supply of cabinet doors and carcasses he provides. He is currently using some older equipment which if replaced and the addition of a new CNC machine will greatly improve efficiency and time and create 2 new jobs
Average Score for Project:	83/100
% level of aid & ceiling:	A maximum of €65,625.00 or 75% of eligible expenditure, whichever is the lesser.
E. C. Executive Summary/Rationale for Funding	<p>The Evaluation Committee agreed to recommend funding this project for the following reasons:-</p> <ul style="list-style-type: none"> 9. Funding this project will provide additional employment in a rural area. 10. The project scored 83/100 11. The project fits the Local Development Plan (LDS) for enterprise support.

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
2	4	€21,875	€2,500 Business Continuity Voucher

Confirmation on the applicant's position re De-Minimis and double from the relevant agencies.	Date of Confirmation	Signed By
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Local Enterprise Office	38/09/2021	Brid Kirby
<p>Detail of Discussion: The following were the main points raised in the discussion of the project.</p> <ul style="list-style-type: none"> - Ms Claire Connors advised that the project was pulled from consideration at the previous meeting due to a technical error with tendering. The scoring / weighting was omitted in the initial request and therefore it had to be re-tendered. Thankfully they got a positive response and Diamond Tools were selected as the chosen supplier based on the MEAT criteria. Even though the same supplier was chosen as previously the actual costs were reduced by €2.5k. - Ms Connors explained that the promoter's workshop is in Stradbally but he works all over the country. Currently the company employs four full time workers, and just recently hired a part time administrator to help him with the accounts freeing him up to generate long term work for the business. - He has a working relationship with two architects one in Dublin and the other in Waterford and supplies all kitchens or carcasses for them. - It was noted that the addition of two new jobs to the current four seems very modest given the amount of capital expenditure. Ms Connors replied that the promoter is very conscious about not overestimating and funding may well bring about greater employment numbers than predicted. His current equipment is quite antiquated, and the new CNC machine will generate an enormous amount of work for the business. - Ms Claire Connors referred to the summary of tenders issued to the committee. In the tenders for the CNC machine HJB Services they had offered two alternatives. The lower option was not suitable, and the tender was scored on the higher one. The lower figure was inadvertently entered on the summary. The Evaluation Committee agreed that all was in order with the tendering. - The Evaluation Committee considered this a good use of Rural Development funding as it will help create at least two jobs in a rural area. - The Evaluation Committee agreed to recommend funding this project under the Rural Development Fund 2014 -2022 <p>A maximum of €65,625.00 or 75% of eligible expenditure, whichever is the lesser.</p>		
Amount Recommended: €65,625	75% of Eligible Project Funding: €87,500	

Proposed: G. Foley	Seconded by J. Beresford
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

(d). Project Extension: Sea Safari Boat and Replacement Equipment 31LDRWAT113898

WLP C.E.O. Mr. Jimmy Taaffe outlined the rationale behind the extension request.

Proposed: S. Cooke	Seconded by G. Hurley
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

7. Correspondence.

One item of correspondence was noted by the committee concerning Our Rural Future: Minister Humphries welcomes increased EU support for Leader Programme.

8. A.O.B.: Extension request Knockanore Cheese 31LDRWAT110525.

WLP C.E.O. Mr. Jimmy Taaffe outlined the rationale behind the extension request which has arisen over delays arising from Covid 19 and Brexit and ensuing supply chain issues .

Proposed: P. Nugent	Seconded by J. Beresford
Abstentions: M. Walsh	
Quorum achieved: Yes	APPROVED

9. Date and venue of next LAG meeting: 11.00am Thursday 16th December 2021, via videoconference.

Meeting Closed

Signed  17/12/21
CHAIRPERSON DATE

LAG Decision Meeting Attendees Template

11th November 2021 LAG Meeting .

Attendee Details

Public (Tick)	Community (Tick)	Physically Present (Tick)	Phone/Video Conference Attendee (Tick)	Vote by Written Procedure (Tick)	Organisation Represented	Member Name (Print)
	As per attached minutes					
Total	Total	Total	Total	Total		

1 Total Current Membership	19
2 Total Attendees	12
3 Quorum Required (50% of 1 above)	✓
4 Quorum % achieved	% 63
5 Non-public sector attendees %	% 50

Michael Walsh stood down from voting to balance the quorum in favour of non public sector revised quorum

Chairperson Signature *Eamonn O'Connell*

Date 17/12/21

6 Non Public : 5 Public

55% : 45%