



	Initials/Actions
<p style="text-align: center;"><b>Cheshire East LEADER Executive Board Meeting</b> <b>Room G1, Wyvern House, Winsford</b> <b>21<sup>st</sup> December 2016</b></p> <p><b>Board Members Presents:</b> Steve Wilkinson (Chair) John Heselwood (Cheshire Community Action) Mike Gorton (Farmer) Nicola Said (Marketing Cheshire) Philip Posnett (Haughton Hall) Robert Parton (Church Minshull Marina)</p> <p><b>Officers/Advisors Present:</b> Ellie Morris (Cheshire West &amp; Chester Council) Mandy Sibthorpe (Cheshire West &amp; Chester Council) Joanna Douglass (Cheshire West &amp; Chester Council) Sean Bell (Cheshire West &amp; Chester Council) (Minutes) Sheila Woolstencroft (Cheshire East) Rachel Bolton (Skills &amp; Growth Company)</p> <p><b>1. Welcome and Apologies</b> SW welcomed the Board; apologies had been received from Sharon Angus-Crawshaw, Janet Maughan, Jake Thompson and Cllr Jamie Macrae.</p> <p><b>2. Minutes of Previous Meeting</b> SB advised that Janet Maughan had contacted him to note that she did not declare an interest in project 104191 as stated in the minutes, SB suggested this was a misunderstanding and the Board agreed to remove it from the minutes.</p> <p>No other issues were raised with the minutes and they were signed by SW as an otherwise true and accurate record.</p> <p><b>3. Conflicts of Interest</b> RP declared a conflict of interest with project 102227.</p> <p><b>4. Projects</b> <b>Project 104191- Mobberley Brewhouse Expansion</b> This project had been presented to the Board at the previous meeting, but the Board agreed to defer their decision due to unanswered concerns regarding the applicant’s draft accounts. The applicant had since submitted a finalised set of reports and accounts for the 2015/16 financial year, as well as a detailed summary of the businesses’ planned expansion costs, all of which were circulated to the Board. A revised version of the Appraisal form also showed revised, cheaper quotes since the project was last presented to the Board.</p> <p>RB commented that the appraiser’s recommendation to approve the project remains. The Board acknowledged that such a young business experiencing rapid growth presents risk, but this seemed like a poor reason to deny funding.</p>	



SW asked the Board if it was happy to fund the project as per the appraiser’s recommendation and all voted in favour.

**Project 102227 – Overwater Touring Park (Variation)**

This project, previously approved for funding by the Board, had requested a variation to their Grant Funding Agreement.

The project was approved for funding during the purdah period caused by the EU referendum, one condition of which was that the LEADER team could not inform applicants of decisions made on their projects by the Board. As such, the project was delayed which caused disruptions with the agreed contractors working on the project.

Therefore, the applicant had requested a variation on their grant claims; originally they agreed to submit an interim claim for £41,741.11 in December 2016, and a final claim for £14,126.51 in July 2017. The requested variation would reduce the interim claim to £28,423.99, submitted in January 2017, and increase the final claim to £27,443.64 in July 2017. The project was still on-course to complete on time and the overall spend had not been impacted, but the significant change in the claim amounts necessitated the Board’s approval.

SW asked if the Board was in favour of approving the variation; all voting members present approved.

**5. Dates of Future Meetings**

- 14<sup>th</sup> February, 14:30
- 16<sup>th</sup> May, 14:30
- 15<sup>th</sup> August, 14:30
- 15<sup>th</sup> November, 14:30

**6. AOB**

None, meeting concluded.

**I confirm these minutes are a true and accurate record:**

**Signature** .....

**Name (Please print)** .....

**Date** .....

