

**Sulwath Connections Landscape Project**  
**Minutes of Partners' Group Meeting held on Thursday 4 October 2007**  
**Venue: Chambers, Castle Douglas Town Hall, St Andrew's St,**  
**Castle Douglas, DG7 1DE**

**1.1 Attendance:**

First Name	Last Name		Organisation	
Rowan	Armstrong	RA	Galloway Fisheries Trust	GFT
Ian	Brown	IB	Dumfries and Galloway Council	DGC
Ed	Forrest	EF	Dumfries and Galloway Council	DGC
Stuart	Graham	SG	Scottish Natural Heritage	SNH
James	Grubb	JGr	River Annan and District Salmon Fisheries Board	RADSFB
Robert	Higgins	RH	Councillor (Member for Wigtown West)	DGC
Geoff	Kitt	GK	Moffat and District Community Initiative	MDCI
Tony	Lightley	TL	Forestry Commission Scotland	BGH
George	MacQuarrie	GMacQ	Solway Heritage	SH
Clair	McFarlan	CMcF	Solway Heritage	SH
Karl	Munday	KM	National Trust for Scotland	NTS
Chris	Rollie	CR	Royal Society for the Protection of Birds	RSPB
Rose Anne	Smith (Minutes)	RAS	Dumfries and Galloway Council	DGC
Mairi	Telford-Jammeh	MTJ	Dumfries and Galloway Council	DGC
Andrew	Ward	AW	Balloch Wood Community Project	BWCP
Sandy	White	SW	Forestry Commission Scotland	FCS
Chris	Wood-Gee (Chair)	CWG	Dumfries and Galloway Council	DGC

**1.2 Apologies:**

First Name	Last Name		Organisation	
Sue	Bennett	SB	Dumfries and Galloway Council	DGC
Richard	Brodie (Cllr)	RB	Councillor (Member for Annandale South)	DGC
Nick	Chisholm	NC	River Annan and District Salmon Fisheries Board	RADSFB
Simon	Fieldhouse	SF	Dumfries and Galloway Council	DGC
Alistair	Geddes	AG	Councillor (Member for Mid Galloway)	DGC
Jackie	Graham	JG	Galloway Fisheries Trust	GFT
Bruce	Hodgson	BH	Councillor (Chair of P&E Committee)	DGC
Chris	Hopkin	CH	Dumfries and Galloway Council	DGC
David	Hughes-Hallett	DHH	Heritage Lottery Fund	HLF
Anna	Johnson	AJ	Dumfries and Galloway Council	DGC
Brian	Lord	BL	Mid Nithsdale Angling Association	MNAA
Ian	McClumpha	IMcC	The Robert the Bruce Commemoration Trust	RBCT
Alastair	McNeill	AMcN	Scottish Environment Protection Agency	SEPA
Peter	Norman	PN	Dumfries and Galloway Council	DGC

John	Poole	JP	The Robert the Bruce Commemoration Trust	RBCT
Jim	Rae	JR	Lockerbie Wildlife Trust	LWT
Anne	Ramsbottom	AR	Friends of Annandale and Eskdale Museums	FAEM
Dorothy	Scherrer	DS	Balloch Wood Community Project	BWCP
Jamie	Smith	JS	Forestry Commission Scotland	FCS
Duncan	Stevenson	DS	National Trust for Scotland	NTS
Alan	Thomson	AT	Annan Initiative	AI
Elizabeth	Tindal	ET	Dumfries and Galloway Council Mid Nithsdale Angling Association	DGC
Ronald	Weir	RW		MNAA

No:		Action
<b>2</b>	<b>Declaration of Interest</b>	
	None.	
<b>3</b>	<b>Minutes of last meeting – Wednesday 29 August 2007</b>	
	Proposed by: CMcF    Seconded by: IB	
<b>4</b>	<b>Matters Arising</b>	
<b>4.1</b>	CWG welcomed Cllr Higgins and introductions were made round the table.	
<b>5</b>	<b>Progress.</b>	
<b>5.1</b>	<b>Grant Claims</b>	
<b>5.1.1</b>	HLF Claim 1 – Notification of that the first award has been paid into DGC's account was received on 03/10/07. RAS to progress sending money out to Partners as appropriate as a matter of priority.	<b>RAS</b>
<b>5.1.2</b>	HLF Claim 2 – Guidelines, forms and Cash Flows were sent out to Partners for completion and Partners are asked to return them with any additional paperwork, CDs of photographs, etc by Fri 12/10/07 at the latest.	<b>Partners</b>
<b>5.1.3</b>	SNH Grants – CWG asked SG to give an update on SNH's position.  SNH outlined the position with regard to their grant aid to the Sulwath Connections Project. They have been extremely fortunate to have been able to get additional resources from elsewhere in Scotland diverted to Dumfries and Galloway to support the project over the three years. They have constructed their grant offer in as helpful a manner as possible in order to provide a cash injection at the start of the project to enable easier cash flow for the Sulwath Connections Project team. The only stipulation for setting the contract up in this way is that the project needs to spend the money as requested and profiled by the partners. SNH acknowledge the six months delay in starting the projects and the largely unavoidable reasons for this. However, in order for SNH to pay their agreed contribution partners need to give SNH the confidence that the project is now spending against the profiled budget in order for SNH to release the cash to the partners. The concern is that we are 6 months into the year and we have not even spent the first £75K payment SNH made last year (06/07) or started spending the second year allocation of £273K for this year (07/08). We risk losing it, or some of it, if it is not spent. Any monies not claimed from SNH this financial year cannot be carried forward into future years but rather would be lost to the project. This would also result in the funding it was matching also being lost.	

	<p>The way the offer has been set up expenditure by all projects (excluding NTS and RSPB, who have their own arrangements with SNH) can be counted for grant purposes, although not all projects are to be funded by SNH. (Example: Balloch Wood Heritage is not being funded by SNH, but if they spend, say £5K in September 2007, this would be included in the figure SNH can pay out their grant money to the overall project.)</p> <p>SG explained that he needed evidence from Partners on project spending, timescales, predicted spend, etc. Discussion followed. It was agreed that some elements of projects, initially planned for later in the timetable, could be brought forward to ease the situation. (Example: If fencing was planned for Y2 of the project, it could be brought forward and done at an earlier stage). It was also agreed that RSPB's MNH2 project for the education centre would be included in the calculations as it was out with the separate agreement between RSPB and SNH.</p> <p>Action: CWG to email Partners later today (4/10/07) with specific requirements for SNH asking them to provide the information by Friday 5/10/07.</p>	<b>CWG</b>
<b>5.1.4</b>	Cllr Higgins requested a list of projects showing financial values and timelines for completion.	<b>EF / CWG</b>
<b>5.2</b>	Core Team Update – Ed Forrest and Ian Brown were welcomed. Ruth Paterson due to start on 22 October 2007.	
<b>5.3</b>	Accommodation – Laptops and computers are now in place.	
<b>5.4.1</b>	Individual Project Starts – CWG reported that some of the projects are still awaiting confirmation of funding. Until 100% confirmation is in place, there would be a delay in obtaining official Permission to Start the Project. Consideration was being given to some of the projects being split, so that permission could be obtained for the parts where confirmation is in place.	
<b>5.4.2</b>	Angling for Disabled – 100% confirmation of funding was expected in the near future. Cllr Higgins suggested that the Partners should look at Disabled Angling facilities at Piltanton for comparison purposes: CWG to contact RW and BL.	<b>CWG</b>
<b>5.4.3</b>	Mersehead Natural Heritage 2 – CR asked RAS to check the position re Permission to Start the Project.	<b>RAS</b>
<b>5.4.4</b>	Annandale Way – GK asked for an update on the project's funding situation. CWG to progress the outstanding confirmation of funding letter with SF as a matter of priority.	<b>CWG</b>
<b>5.5</b>	Development of Supporting Paperwork – The Order Request form has been circulated to Partners for use. Other documents will be circulated as soon as possible.	<b>CWG</b>
<b>5.6</b> <b>5.6.1</b>	<p>Press and Publicity Acknowledging your Grant Sign for stobs / fence posts - CWG tabled a design approved by HLF as discussed previously. CMCF pointed out that one of her funders was keen that their name should be acknowledged at every opportunity. Discussion followed.</p> <p>EF to source possible manufacturers for estimates. Two quotes will be sought.</p> <ol style="list-style-type: none"> <li>1. The three main funders (Sulwath, HLF and SNH)</li> <li>2. The three main funders (Sulwath, HLF and SNH) plus for ONE additional logo.</li> </ol> <p>If wider interpretation details were required Partners would have to opt for using interpretation boards.</p>	<b>EF</b>

	Partners to email logos ASAP to EF giving numbers required for the three-year period if they want to take up this option.	<b>Partners</b>
<b>5.6.2</b>	HLF Event - 16 November 2007 – CWG outlined the proposed event possibly involving the following projects: Bruce's Motte and Bailey / Rivers Kirtle and Annan Habitat / Mersehead Natural Heritage. CWG will send further details out in the near future.	<b>CWG</b>
<b>5.7</b>	Project Progress for the SCPM's Report – CWG confirmed that the Partners will no longer be contacted for updates for the Report. Instead, the information will be drawn down from Page 1 of the Claim forms.	
<b>6</b>	Underspend – not discussed	
<b>7</b>	Potential Sulwath Connections 2 – Project Ideas – not discussed	
<b>8</b>	AOCB - None	
<b>9</b>	<b>Date and venue of next Partners' Group meeting:</b> <b>Friday 23 November 2007</b> at 10am - Venue Castle Douglas Lesser Town Hall, St Andrew's Street, Castle Douglas	
<b>10</b>	<b>Date and venue of next Steering Group meetings:</b> <ul style="list-style-type: none"> <li>• Wednesday 24 October 2007 at 10am - Venue Meeting Room, Council Offices, Newall Terrace, Dumfries DG1 1LW</li> <li>• Wednesday 5 December 2007 at 10am - Venue Meeting Room, Council Offices, Newall Terrace, Dumfries DG1 1LW</li> </ul>	