



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

BASSETLAW ENTERPRISE BOARD

AGENDA

Meeting to be held in
The Council Chamber,
Town Hall, Retford,
on
Monday, 9th July 2012
at
6.30 p.m.

(Please note time and venue)

**(Please turn off mobile telephones during meetings.
In case of emergency, Members/officers can be contacted on the Council's
mobile telephone: 07702 670209)**

Bassetlaw—Serving North Nottinghamshire

District Council Offices, Potter Street, Worksop, Notts. S80 2AH

BASSETLAW ENTERPRISE BOARD

Membership 2012/13

Councillors K. H. Isard, D. Pidwell, T. Rafferty, M. Storey and S. Toms

Substitute Members: Any Member

Co-opted Members:
Mr. A. Mitchell
Mr. S. Raison
Miss. C. Weingaertner
Vacancy

Quorum: 2 Members

Lead Officer for this Meeting

Mr. R. Wilkinson - Ext. 3230

Administrator for this Meeting

Miss C. Crossland - Ext. 3254

BASSETLAW ENTERPRISE BOARD

Monday, 9th July 2012

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS
(Members' and Officers' attention is drawn to the attached notes and form)
 - (a) Members
 - (b) Officers
3. MINUTES OF MEETING HELD ON 28th May 2012 * (pages 7- 10)

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None

Other Decisions

None

Exempt Information Items

The press and public are likely to be excluded from the meeting during the consideration of the following items in accordance with Section 100A(4) of the Local Government Act 1972.

SECTION B - ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None

Other Decisions

4. REPORT(S) OF THE DIRECTOR OF COMMUNITY SERVICES *
 - (a) Progress Update on Grants and Loans approved by Bassetlaw Enterprise Board (pages 11 - 14)
 - (b) New Applications
 - (i) New Application 2094, attending 6.40pm (pages 15-38)
 - (ii) New Application 3002, attending 7.00pm (pages 39-78)
 - (iii) New Application 3001, attending 7.20pm (pages 79-98)
5. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

* Report attached

NOTES:

1. The papers enclosed with this Agenda are available in large print if required.
 2. Copies can be requested by contacting us on 01909 533254 or by email:
cara.crossland@bassetlaw.gov.uk
-

DECLARATION OF INTEREST

COMMITTEE

DATE

NAME OF MEMBER :

Type of Interest

1. Disclosable Pecuniary
2. Non Pecuniary

Agenda Item No.	REASON *	Level of Interest (1 or 2)
Signed		
Dated		

Note:

* When declaring an interest you must also state the nature of your interest.

Completion of this form is to aid the accurate recording of your interest in the Minutes. The signed form should be provided to the Minuting Clerk at the end of the meeting.

A nil return is not required.

It is still your responsibility to disclose any interests which you may have at the commencement of the meeting and at the commencement of the appropriate Agenda item.

DECLARATION OF INTERESTS

HOW TO USE THIS FORM

There are now only two types of Declaration of Interest:

Disclosable Pecuniary Interests)	Details can be found in the Councillors Code of Conduct which is contained in the Council's Constitution (a summary is printed below)
)	
)	
Non Pecuniary Interests)	

Upon receipt of the attached form you will need to enter the name and date of the Committee and your own name. By looking at the Agenda you will no doubt know immediately which Agenda Items will require you to make a Declaration of Interest.

Fill in the Agenda Item number in the first column of the form.

Enter the subject matter and any explanations you may wish to add in the second column.

In the third column you will need to enter **either** if you are declaring a disclosable pecuniary interest, **or** a non pecuniary interest.

The form must then be signed and dated. Please remember that if during the actual meeting you realise that you need to declare an interest on an additional Agenda Item number please simply amend the form during the meeting.

The form must be handed into the Committee Administrator at the end of the meeting.

NB. The following is a summary prepared to assist Members in deciding at the actual meetings their position on INTERESTS it is not a substitute for studying the full explanation regarding INTERESTS, which is contained in the Council's Constitution and the Code of Conduct for Councillors, which is legally binding.

Members and Officers are welcome to seek, PREFERABLY WELL IN ADVANCE of a meeting advice from the Council's Monitoring Officer on INTERESTS.

Disclosable Pecuniary Interests

May relate to employment, office, trade, profession or vocation carried on for profit or gain
May relate to sponsorship
May relate to contracts
May relate to interests in land
May relate to licences to occupy land
May relate to corporate tenancies
May relate to securities

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- withdraw from the room
- not seek improperly to influence a decision on the matter

Non Pecuniary Interests

May relate to any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by the Council
May relate to any person from whom you have received a gift or hospitality with an estimated value of at least £25
A Member may also have a non pecuniary interest where a decision in relation to that business might reasonably be regarded as affecting wellbeing or the wellbeing of other council tax payers, or ratepayers or inhabitants in the electoral division or ward, as the case may be, affected by the decision.

Action to be Taken

Must disclose to the meeting
- existence of the interest
- the nature of the interest
- not seek improperly to influence a decision on the matter.

(Note – there are special provisions relating to “Sensitive Interests” which may exclude the above provisions in certain circumstances.)

BASSETLAW ENTERPRISE BOARD

Minutes of the meeting held on Monday, 28th May 2012 at Worksop Town Hall

Present:

Councillor S Toms (Chairman)
Councillors K H Isard, D Pidwell, T Rafferty and M Storey
Co-opted Members: S Raison

Officers in attendance: C Crossland, R Wilkinson.

1. NOMINATIONS FOR THE ELECTION OF CHAIRMAN

RESOLVED that Councillor S Toms be elected Chairman of the Bassetlaw Enterprise Board for the ensuing year.

2. NOMINATIONS FOR THE APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Councillor T Rafferty be appointed Vice-Chairman of the Bassetlaw Enterprise Board for the ensuing year.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from co-opted member C Weingaertner.

4. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations of interest by Members.

(b) Officers

There were no declarations of interest by officers.

5. MINUTES OF THE MEETING HELD ON 16TH APRIL 2012

RESOLVED that the Minutes of the meeting held on 16TH April 2012 be approved.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

None.

6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RESOLVED that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraphs 1 and 2, and, therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No 6(a) Progress Update on Grants and Loans approved by Bassetlaw Enterprise Board – Paragraphs 1 and 2

Agenda Item No 6(b) Reconsider a Deferred Decision on Application 2067 made at the meeting held on 5th September 2011 – Minute No. 13(b) (i) – Paragraphs 1 and 2

Agenda Item No 6(c)(i) – New Application 2095 – Paragraphs 1 and 2

Agenda Item No 6(c)(ii) – New Application 2096 – Paragraphs 1 and 2

Agenda Item No 6(c)(iii) – New Application 2097 – Paragraphs 1 and 2

Agenda Item No 6(c)(iv) – New Application 2098– Paragraphs 1 and 2

Agenda Item No 6(c)(v) – New Application 2099 – Paragraphs 1 and 2

Agenda Item No 6(c)(vi) – New Application 3000 – Paragraphs 1 and 2

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

7. REPORT(S) OF THE DIRECTOR OF COMMUNITY SERVICES

(a) Progress Update on Grants and Loans Approved by Bassetlaw Enterprise Board

The Board was given an update on grants and loans approved by Bassetlaw Enterprise Board. It was noted that the balance currently available for the award of grants in 2012/13 is £18,815.00. A summary of Business Support expenditure for 2012/13 was given. Details of loans in arrears were appended to the report.

RESOLVED that:

1. The progress report be received.
2. Outstanding loan repayments on applications 970 and 929 be pursued and reported back to the Board.

(b) Reconsider a Deferred Decision on Application 2067 made at the meeting held on 5th September 2011 – Minute No. 13(b) (i)

At the meeting on the 5th September 2011 an application for financial assistance was considered by the Board to assist in establishing a Hair Salon business in Worksop. Following consultation with the Board, the Chairman recommended that the application be deferred for six months to allow the applicant to submit further sales figures for consideration. A further six months of figures have now been submitted for consideration by the Board.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The application be not supported.
2. The terms and conditions of Bassetlaw Enterprise Board Grants be circulated to Board Members.

(c) New Applications

(i) Application No 2095

An application for financial assistance was considered by the Board towards the costs of rails and dress making display rails, changing room area, small table and two chairs for seating area, 2 full length mirrors, web design, signage etc, printer, camera and consumables, paint, shelving, business mobile phone, dress bags and quality hangers and stationary to assist in establishing a dress hire business in Worksop which will create part time employment for the applicant.

Following consultation with the Board, the Chairman

RECOMMENDED that the application be not supported.

(ii) New Application 2096

An application for financial assistance was considered by the Board towards the costs of a laptop and printer, office desk, chair, filing cabinet, draws and cabinet, software, electronics (drives, readers etc) and marketing costs to help establish a computer teaching and technical support business in Retford which has created self-employment for the applicant.

Following consultation with the Board, the Chairman

RECOMMENDED that the application be not supported.

(iii) New Application 2097

An application for financial assistance was considered by the Board towards the costs of decoration, shelving, floor covering etc, reception desk, chairs, laptop, advertising (wedding website design, local press, uniforms, signage) and stationary (business cards, posters, leaflets) to establish an interior design company business in Worksop which has created self-employment for the applicants.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 towards the costs of decoration, shelving, floor covering etc, reception desk, chairs, laptop, advertising (wedding website design, local press, uniforms, signage) and stationary (business cards, posters, leaflets) providing that evidence of payment is submitted for at least £3,000.
2. The award be conditional upon a progress update being provided by the applicant in six months, twelve months and eighteen months time and the applicant paying the £3.50 fee per applicant consumer search.

(iv) New Application 2098

An application for financial assistance was considered by the Board towards the cost of a laptop and software, water-fed drill, trailer, website and stationary (brochures, business cards) for a monumental mason business in Rhodesia which has created self-employment for the applicant.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,325 towards the costs of a laptop and software, water-fed drill, trailer, website and stationary (brochures, business cards) providing that evidence of payment is submitted for at least £2,650.
2. The award be conditional upon a progress update being provided by the applicant in six months, twelve months and eighteen months time and the applicant paying the £3.50 fee per applicant consumer search.

(v) New Application 2099

An application for financial assistance was considered by the Board towards the cost of refurbishment (flooring, shelving etc) and furniture (mirrors, tables, chairs, beds etc) for a hair and beauty clinic business in Worksop that will create self-employment for the applicants and two further full time positions.

Following consultation with the Board, the Chairman

RECOMMENDED that the application be not supported.

(vi) New Application 3000

An application for financial assistance was considered by the Board towards the cost of refurbishment (shelving, counters and repaint), equipment (coffee machine, tables and chairs) web design, advertising (signage) and stationary (menus etc) for a sandwich business in Carlton-in-Lindrick that has created self-employment for the applicant and a further two part time positions.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 towards the costs of refurbishment (shelving, counters and repaint), equipment (coffee machine, tables and chairs) web design, advertising (signage) and stationary (menus etc) providing that evidence of payment is submitted for at least £3,000.
2. The award be conditional upon a progress update being provided by the applicant in six months, twelve months and eighteen months time and the applicant paying the £3.50 fee per applicant consumer search.

8. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no other urgent business to be discussed, the Chairman closed the meeting.