



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

BASSETLAW ENTERPRISE BOARD

AGENDA

Meeting to be held in
The Council Chamber,
Town Hall, Retford,

on

Monday, 12th December 2011

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 2011/12

Councillors B. A. Bowles, D. Challinor, K. H. Isard, T. Rafferty and S. Toms

Substitute Members: Any Member

Co-opted Members: Mr. P. Elliott
 Mr. N. Kirk
 Mr. A. Mitchell
 Mr. S. Raison

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, 12TH DECEMBER 2011

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 17TH OCTOBER 2011 * (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 2082, attending 6.40pm (pages 15- 30)
 - (ii) New Application 2083, attending 7.00pm (pages 31-72)
 - (iii) New Application 2084, attending 7.20pm (pages 73-96)
 - (iv) New Application 2085, attending 7.40pm (pages 97-110)
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
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DECLARATION OF INTEREST

COMMITTEE

DATE

NAME OF MEMBER :

Levels of Interest

- 1. Personal
- 2. Personal and prejudicial

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

Note:

* When declaring an interest you must also state clearly the reason for your declaration.

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:

Level 1 – Personal)	Details can be found in the Councillors
)	Code of Conduct which is contained in
)	the Council's Constitution (a summary is
Level 2 – Personal and Prejudicial)	printed below)

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** level 1 if you are declaring a personal interest, **or** level 2 if you are declaring a personal and prejudicial 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.

Personal Interests

May relate to employment or business interests
May relate to property interests
May relate to contents
May relate to interests in other bodies
OR if a decision on the matter to be discussed:
MIGHT REASONABLY BE REGARDED AS AFFECTING (A MEMBER OR OFFICER) TO A GREATER EXTENT THAN OTHER COUNCIL TAX PAYERS, RATEPAYERS OR INHABITANTS OF THE AUTHORITY'S AREA, the well being or financial position of himself, a relative or a friend or any employment, business, interest, etc. of such a person.

Prejudicial Interests

A Member with a personal interest ALSO has a prejudicial interest if a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Members judgement of the public interest.
(Note – there are special provisions which may exclude the above provisions in certain circumstances.)

Action to be Taken – Personal Interests

Must disclose to the meeting
- existence of the interest
- the nature of the interest

Action to be Taken – Personal and Prejudicial Interests

Must:-
- declare existence and nature
- withdraw from the room
- not seek improperly to influence a decision on the matter.
(Note – there are some exceptions when acting in a scrutiny capacity.)

BASSETLAW ENTERPRISE BOARD

Minutes of the meeting held on Monday, 17th October 2011 at Worksop Town Hall

Present:

Councillor S Toms (Chairman)
Councillors D Challinor, K H Isard, T Rafferty and S Toms
Co-opted Members: N Kirk and S Raison

Officers in attendance: C Crossland and R Wilkinson.

15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor B A Bowles and co-opted member P Elliot.

16. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

Co-opted member N Kirk declared a personal interest in Application 2081, as he had previous association with the applicant at Business Link.

(b) Officers

There were no declarations of interest by officers.

17. MINUTES OF THE MEETING HELD ON 5TH SEPTEMBER 2011

RESOLVED that the Minutes of the meeting held on 5TH September 2011 be approved.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

None.

18. 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 4(a) Progress Update on Grants and Loans approved by Bassetlaw Enterprise Board – Paragraphs 1 and 2

Agenda Item No 4(b)(i) – New Application 2075 – Paragraphs 1 and 2
Agenda Item No 4(b)(ii) – New Application 2076 – Paragraphs 1 and 2
Agenda Item No 4(b)(iii) – New Application 2080 – Paragraphs 1 and 2
Agenda Item No 4(b)(iv) – New Application 2081 – Paragraphs 1 and 2
Agenda Item No 4(b)(vi) – New Application 2079 – Paragraphs 1 and 2

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

19. 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 2011/12 is £13,846.00. The Economic Development Manager informed Members that £2000 from this budget will be used to provide business support during the interim period when Business Link closes.

Due to the low take up of the loan fund the Cabinet had agreed that the loan scheme be discontinued. Details of loans in arrears were appended to the report.

It had been agreed by Cabinet that a conditional grant scheme be offered, applicants are paid the grant upfront and proof of purchases are then required.

RESOLVED that the progress report be received.

(b) New Applications

(i) Application No 2075

An application for financial assistance was considered by the Board towards the costs of a desktop computer, software, printer, stationary and advertising to assist in establishing a Access and Lifts business in Worksop 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 £1,300 towards the costs of a desktop computer, software printer, stationary and advertising providing that evidence of payment is submitted for at least £2,599.
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.

(ii) New Application 2076

An application for financial assistance was considered by the Board towards the costs of a laptop, printer/fax, mobile phone, staff uniforms, CRB checks, storage including key safe, domain registration, stationary and advertising (including website) for a home services business in East Markham, which will create self-employment for the applicant and further part time positions once established.

Following consultation with the Board, the Chairman

RECOMMENDED that the application be not supported.

(iii) New Application 2080

An application for financial assistance was considered by the Board towards the costs of shop fixtures/fittings, signage, hardware equipment, dishwasher, freezer, marketing and stationary to establish a coffee and cake shop in Worksop Town centre which will create full time employment for the applicant and a further part time position.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £2,500 towards the costs of shop fixtures/fittings, signage, hardware equipment, dishwasher, freezer, marketing and stationary providing that evidence of payment is submitted for at least £5,000.
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 2081

An application for financial assistance was considered by the Board towards the cost of a laptop, windows 7, adobe 'in design', office chair, marketing, leaflets and stationary to establish a education advisors business in Misson which has created full time employment for the applicant.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £750 towards the costs of a laptop, windows 7, adobe 'in design', office chair, marketing, leaflets and stationary providing that evidence of payment is submitted for at least £1,499.
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.

(vi) New Application 2081

The applicant did not attend and has withdrawn her application.

20. 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.