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**BASSETLAW**

DISTRICT COUNCIL  
NORTH NOTTINGHAMSHIRE

## BASSETLAW ENTERPRISE BOARD

# AGENDA

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

on

Monday, 5th September 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)

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*Bassetlaw - Serving North Nottinghamshire*

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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, 5<sup>TH</sup> SEPTEMBER 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 6<sup>TH</sup> JUNE 2011 \* (pages 1-4)

### **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 5-8)
  - (b) New Applications
    - (i) New Application 2067, attending 6.40pm (pages 9-26)
    - (ii) New Application 2070, attending 7.00pm (pages 27-79)
    - (iii) New Application 2069, attending 7.20pm (pages 81-100)
    - (iv) New Application 2074, attending 7.40pm (pages 101-130)
5. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

\* Report attached

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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](mailto:cara.crossland@bassetlaw.gov.uk)
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## 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, 6<sup>th</sup> June 2011 at Retford Town Hall**

**Present:**

Councillor S Toms (Chairman)  
Councillors B A Bowles, D Challinor and T Rafferty  
Co-opted Members: P Elliot and N Kirk

Officers in attendance: C Crossland, R Wilkinson.

**1. NOMINATIONS FOR THE ELECTION OF CHAIRMAN**

**RESOLVED** that Councillor S Toms be appointed 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 Councillor K Isard and co-opted members A Mitchell and S Raison.

**4. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

(a) **Members**

Co-opted Member P Elliot declared a personal interest in Application 2053 as he had previously dealt with the applicant. He stated that he would remain in the meeting.

(b) **Officers**

There were no declarations of interest by officers.

**5. MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> APRIL 2011**

**RESOLVED** that the Minutes of the meeting held on 18<sup>TH</sup> April 2011 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)(i) – New Application 2063 – Paragraphs 1 and 2  
Agenda Item No 6(b)(ii) – New Application 2065 – Paragraphs 1 and 2  
Agenda Item No 6(b)(iii) – New Application 2066 – Paragraphs 1 and 2  
Agenda Item No 6(b)(iv) – New Application 2022 – Paragraphs 1 and 2  
Agenda Item No 6(b)(v) – New Application 2053 – 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 2011/12 is £21,034.00 and the balance available for loans is £28,427.76. Details of loans in arrears were appended to the report.

**RESOLVED** that the progress report be received.

### (b) New Applications

#### (i) Application No 2063

An application for financial assistance was considered by the Board towards the costs of an electronic till, rotary iron station (includes iron), advertising (signage), stationary (leaflets, posters etc), two coin operated washers, coin operated drier washers and three different sized service washers to assist in establishing a laundrette business in Worksop which will create one full time and two part-time jobs.



Following consultation with the Board, the Chairman

**RECOMMENDED** that:

1. The applicant be awarded a grant of £1,500 towards the costs of an electronic till, rotary iron station (includes iron), adverting (signage) and stationary (leaflets, posters etc) that have a value of £3,000 and a loan of £5,000 towards the costs of two coin operated washers, coin operated dryers washers and three different sized service washers that have the value of £12,150 providing that evidence of payments submitted for at least £10,000.
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.

(ii) New Application 2065

An application for financial assistance was considered by the Board towards the costs of a desk and office chair, filing cabinets, repair of PC, website set up, internet access, repair of interior security alarm and a shed to establish a motorcycle business in Hallcroft, Retford which will create self-employment for the applicant and a further part-time job once established.

Following consultation with the Board, the Chairman

**RECOMMENDED** that the application be not supported.

(iii) New Application 2066

An application for financial assistance was considered by the Board towards the costs of hairstyling equipment, beautician equipment, tools, security, computer, units/shelving, advertising and stationary to establish a Hair and Beauty business in Retford which will create two full time and two part time jobs.

Following consultation with the Board, the Chairman

**RECOMMENDED** that:

1. The applicant submits revised costings and price lists, and if deemed satisfactory delegated authority be given to the Chair to award a grant of £1,500 towards the costs of hairstyling equipment, beautician equipment, tools, security, computer, units/shelving, advertising and stationary.
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 2022

An application for financial assistance was considered by the Board towards the cost of refurbishment and kitchen equipment for a public house business in Askham which has created two full time and two part-time jobs.

Following consultation with the Board, the Chairman

**RECOMMENDED** that:

1. The applicant be awarded a grant of £1,500 towards the costs of refurbishment and kitchen equipment.
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.
3. The applicant is not awarded an Enterprise Board Loan.

(v) New Application 2053

An application for financial assistance was considered by the Board towards the cost of various Canon battery packs, battery grips and a switch for a photography business in Misterton that has created self-employment for the applicant.

Following consultation with the Board, the Chairman

**RECOMMENDED** that the application be not supported.

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.