



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

BASSETLAW ENTERPRISE BOARD

AGENDA

Meeting to be held in
The Assembly Room,
Town Hall, Worksop,

on

Monday, 18th April 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 | 2010/11 |
| Councillors | K. H. Isard, D. R. Pressley, Mrs A Simpson, S. Toms and C. Wanless |
| Substitute Members: | Any Member |
| Co-opted Members: | Mr. P. Elliott Mr. A. Mitchell Mr. S. Raison 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, 18th APRIL 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 7TH MARCH 2011 * (pages 1- 4)

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None

Other Decisions

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 5-10)
 - (b) New Applications
 - (i) New Application 2058, attending 6.40pm (pages 11- 29)
 - (ii) New Application 2060, attending 7.00pm (pages 31-52)
 - (iii) New Application 2062, attending 7.20pm (pages 53-68)
 - (iv) New Application 2064, attending 7.40pm (pages 69-86)
 - (v) New Application 2053, attending 8.00pm (pages 87-110)
 - (vi) New Application 2059, attending 8.20pm (pages 111-127)
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) |
|-----------------|----------|----------------------------|
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| 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 |
| Level 2 – Personal and Prejudicial |) | the Council's Constitution (a summary is |
| |) | 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, 7th March 2011 at Worksop Town Hall

Present:

Councillor K H Isard (Chairman)
Councillors P C Offer, D R Pressley, A Simpson and S Toms
Co-opted Members: S Raison

Officers in attendance: L Dore, R Wilkinson.

In the absence of the Chairman, Councillor D R Pressley in the Chair.

40. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Wanless.

41. 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.

42. MINUTES OF THE MEETING HELD ON 31st JANUARY 2011

RESOLVED that the Minutes of the meeting held on 31st January 2011 be approved.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

None.

43. 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 2049 – Paragraphs 1 and 2
Agenda Item No 4(b)(ii) – New Application 2052 – Paragraphs 1 and 2
Agenda Item No 4(b)(iii) – New Application 2056 – Paragraphs 1 and 2
Agenda Item No 4(b)(iv) – New Application 2057 – Paragraphs 1 and 2
Agenda Item No 4(b)(v) – New Application 2059 – Paragraphs 1 and 2
Agenda Item No 4(b)(vi) – New Application 2053 – Paragraphs 1 and 2

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

44. 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 2010/11 is £6781.46. Details of loans in arrears were appended to the report.

RESOLVED that the progress report be received.

(Councillors K H Isard, P C Offer and Mrs A Simpson joined the meeting at this point).

Councillor Isard in the Chair.

(b) New Applications

(i) Application No 2049

An application for financial assistance was considered by the Board towards the costs of refurbishment (shelving, racking, counters, decoration, window blinds etc.), CCTV camera, electronic till, cooling unit/freezer/refrigeration, advertising (signage and uniforms), and stationery to assist in establishing a Polish delicatessen in Retford which will create self-employment for the applicant and part-time employment for the applicants partner.

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, racking, counters, decoration, window blinds etc), CCTV camera, electronic till, cooling unit/freezer/refrigeration, advertising (signage and uniforms) and stationery 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.

(ii) New Application 2052

An application for financial assistance was considered by the Board towards the costs of IT software, printer, office furniture, office equipment, marketing (PR material/Retford) and stationery to assist in establishing a business to provide home-based support for disabled people based in Retford which will create employment for the applicants and between one and fourteen people during the first year as the business grows.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 towards the costs of IT software, printer, office furniture, office equipment, marketing, (PR materials/Retford) and stationery 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.

(iii) New Application 2056

The applicant did not attend.

(iv) New Application 2057

An application for financial assistance was considered by the Board towards the costs of a computer, printer, scanner, ladders and safety equipment, advertising (website, local press, signage, uniform) and stationery for a business installing aerials and satellite dishes based in Ranskill, which has created self employment for the applicant and a further full-time job or apprenticeship once established.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 towards the costs of a computer, printer, scanner, ladders and safety equipment, advertising (website, local press, signage, uniform) and stationery provided 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.

(v) New Application 2059

The applicant had submitted his apologies in advance of the meeting and did not attend due to illness.

(vi) New Application 2053

The applicant had submitted his apologies in advance of the meeting and did not attend due to another commitment.

45. 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.