



BASSETLAW
DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

BASSETLAW ENTERPRISE BOARD

AGENDA

Meeting to be held in
The Ceres Suite,
Town Hall, Worksop,
on
Monday, 18th October 2010
at
6.30 p.m.

(Please note time and change of venue)

**(Please turn off mobile telephones during meetings - In case of emergency
Members can be contacted on the Council's mobile telephone)**

Bassetlaw - Serving North Nottinghamshire

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

BASSETLAW ENTERPRISE BOARD

Membership 20010/11

Councillors W. Graham, K. H. Isard, D. R. Pressley, S. Toms, 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 OCTOBER 2010

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 6TH SEPTEMBER 2010 * (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 5-9)
 - (b) New Applications
 - (i) New Application 2032, attending 6.40pm (pages 11-33)
 - (ii) New Application 2034, attending 7.00pm (pages 35-56)
 - (iii) New Application 2035, attending 7.20pm (pages 57-75)
 - (iv) New Application 2036, attending 7.40pm (pages 77-114)
 - (v) New Application 2037, attending 8.00pm (pages 115-132)
 - (vi) New Application 2038, attending 8.20pm (pages 133 – 156)
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 on Monday, 6th September 2010 at Retford Town Hall

Present:

Councillors K H Isard (Chairman)
Councillors M T Gray, S Toms, C Wanless and G J Wynne
Co-opted Members: None

Officers in attendance: J Hamilton and R Wilkinson

16. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors W Graham and D R Pressley; and Co-opted Members P Elliott, A Mitchell and S Raison.

The Chairman informed the Board of the recent death of Co-opted Member Ms F Hazlehurst who passed away unexpectedly in her sleep on 20th August 2010. Condolences had been sent by the Senior Democratic Services Officer who had been informed of her death by her sister.

The Economic Development Manager has spoken to Mr Sheppard, District Manager of Job Centre Plus, regarding a replacement.

17. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations of interest by Members.

(b) Officers

Mrs J Hamilton, Senior Democratic Services Officer, declared a personal interest in Application 2025, as she knew the applicants, but remained in the meeting.

18. MINUTES OF THE MEETING HELD ON 19TH JULY 2010

RESOLVED that the Minutes of the meeting held on 19th July 2010 be approved.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

19. 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 2025 – Paragraphs 1 and 2

Agenda Item No 4(b)(ii) – New Application 2021 – Paragraphs 1 and 2

Agenda Item No 4(b)(iii) – New Application 2028 – Paragraphs 1 and 2

Agenda Item No 4(b)(iv) – New Application 2029 – Paragraphs 1 and 2

Agenda Item No 4(b)(v) – New Application 2030 – Paragraphs 1 and 2

Agenda Item No 4(b)(vi) – New Application 2027 – Paragraphs 1 and 2

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

20. 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 £13,527.46. Details of loans in arrears were appended to the report. Verbal updates were given on some cases.

RESOLVED that the progress report be noted.

(b) New Applications

(i) Application No 2025

An application for financial assistance was considered by the Board towards the costs of office equipment/furniture, staff equipment, laptop, advertising/marketing/uniforms and stationery for a domiciliary care agency based in Sturton-le-Steeple. This will create self-employment for the applicants and further jobs once established.

Following consultation with the Board, the Chairman

RECOMMENDED that the application be not supported.

(ii) New Application 2021

An application for financial assistance was considered by the Board towards the purchase of an Apple iMac, tripod, gloves, bird care equipment and sundry leather strapping for a falconry/bird of prey visitor centre and photography workshop in Misterton. This will create self-employment for the applicant and further part-time posts once established.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 toward the costs of an Apple iMac, tripod, gloves, bird care equipment and sundry leather strapping 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 payable for the consumer search.

(iii) New Application 2028

An application for financial assistance was considered by the Board towards the costs of various equipment, karaoke machine, gazebo, portable tables and chairs for fairs, computer, printer, external hard drive, uniforms, mobile phone, advertising and stationery for a themed children's parties and entertainment business based in Harworth, 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 £1,445 toward the cost of various equipment, karaoke machine, gazebo, portable tables and chairs for fairs, computer, printer, external hard drive, uniforms, mobile phone, advertising and stationery providing that evidence of payment is submitted for at least £2,890.
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 payable for the consumer search

(iv) New Application 2029

An application for financial assistance was considered by the Board towards the costs of merchandise cabinet, convex mirror, alarm system, A-boards, flyers, website extension and advertising for a shoe repairing and key cutting business in Retford, 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 £1,020 toward the cost of merchandise cabinet, convex mirror, alarm system, A-boards, flyers, website extension and advertising providing that evidence of payment is submitted for at least £2,040.
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 payable for the consumer search

(v) New Application 2030

An application for financial assistance was considered by the Board towards the costs of CRM sales database, website design/hosting and stationery for a sales agency business operating in the logistics sector based in Worksop, which will create self-employment for the applicant.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £500 toward the cost of CRM sales database, website design/hosting and stationery providing that evidence of payment is submitted for at least £998.87
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 payable for the consumer search

(vi) New Application 2027

The applicant had previously submitted his apologies and did not attend due to another commitment.

21. 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.