



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

BASSETLAW ENTERPRISE BOARD

AGENDA

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

on

Monday, 6th September 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
 Mrs. F. Hazlehurst
 Mr. A. Mitchell
 Mr. S. Raison

Quorum: 2 Members

Lead Officer for this Meeting

Mr. R. Wilkinson - Ext. 3230

Administrator for this Meeting

Mrs. J. Hamilton - Ext. 3146

BASSETLAW ENTERPRISE BOARD

MONDAY, 6TH SEPTEMBER 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 19TH JULY 2010 * (pages 1-3)

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 2025, attending 6.40pm (pages 11-39)
 - (ii) New Application 2021, attending 7.00pm (pages 41-61)
 - (iii) New Application 2028, attending 7.20pm (pages 63-85)
 - (iv) New Application 2029, attending 7.40pm (pages 87-148)
 - (v) New Application 2030, attending 8.00pm (pages 149-175)
 - (vi) New Application 2027, attending 8.20pm (pages 177-198)
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 533146 or by email:
julie.hamilton@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 on Monday, 19th July 2010 at Worksop Town Hall

Present:

Councillors K H Isard (Chairman):
Councillors D R Pressley, S Toms and C Wanless
Co-opted Members: Mr P Elliott, Mr A Mitchell and Mr S Raison

Officers in attendance: L Dore and R Wilkinson

9. APOLOGIES FOR ABSENCE

No apologies for absence were received.

10. 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.

11. MINUTES OF THE MEETING HELD ON 7th JUNE 2010

RESOLVED that the Minutes of the meeting held on 7th June 2010 be approved.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

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

(a) Bassetlaw Enterprise Board - Loans

The Economic Development Manager presented a report which provided options for the Bassetlaw Enterprise Board (BEB) Loan scheme. The scheme provides loans for businesses looking to expand and employ provisional staff with £5,000 being the maximum, repayable over three years without interest.

Repayments are monitored through the BEB reporting procedure and any debts are recovered through the Council's debtors procedures. However, the Council could potentially be exposed to considerable financial risk if a large number of loan applications were supported and defaulted. Instead of loans being paid out of and back into the general fund,

the report proposed that the Council limits its liabilities by establishing a loan fund of £50,000 to limit the amount available to the existing balance available.

RESOLVED that:

- 1) The report be noted.
- 2) The report be presented to Cabinet for approval for the establishment of a definitive loan fund under a single cost centre.
- 3) The loan fund be limited to a maximum of £50,000.

13. 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 5(a) Progress Update on Grants and Loans approved by Bassetlaw Enterprise Board – Paragraphs 1 and 2.

Agenda Item No 5(b)(i) – New Application 2023 – Paragraphs 1 and 2

Agenda Item No 5(b)(ii) – New Application 2024 – Paragraphs 1 and 2

Agenda Item No 5(b)(iii) – New Application 2026 – Paragraphs 1 and 2

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

None.

14. 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 £17,206.46. Details of loans in arrears were appended to the report.

Letters have been sent to those who have been granted funds but not taken them up giving them until the end of July to advise whether they still required financial assistance. Any funding no longer required may make additional cash available for future requests.

RESOLVED that the progress report be noted.

(b) New Applications

(i) Application No 2023

An application for financial assistance was considered by the Board towards the costs of equipment, (cages and ventilation fans), advertising/marketing and stationery for a dog

walking, pet sitting and holiday care services business in West Markham. This will create self-employment for the applicant and provide a post for an assistant once established.

Following consultation with the Board, the Chairman

RECOMMENDED that

1. The applicant be awarded a grant of £1,500 toward the cost of equipment, advertising/marketing 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 payable for the consumer search.

(ii) New Application 2024

An application for financial assistance was considered by the Board towards the purchase of an air conditioning unit, refurbishment (counters, shelves etc.), advertising/website design and stationery to establish a florist shop in Harworth. The shop will create self-employment for the applicant and one part-time post once established.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £1,500 toward the cost of providing an air conditioning unit, refurbishment (counters, shelves etc), advertising/website design 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 payable for the consumer search.

(iii) New Application 2026

An application for financial assistance was considered by the Board towards the costs of a trailer and mesh/angle irons for trailer frames for a recycling scrap metal and garden restoration business in Worksop. This will initially create part-time self employment for the applicant and a further part-time post.

Following consultation with the Board, the Chairman

RECOMMENDED that:

1. The applicant be awarded a grant of £679 toward the cost of a trailer and mesh/angle irons for trailer frames providing that evidence of payment is submitted for at least £1,358.
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

15. 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.

