

**Minutes of a Meeting of the Mid Sussex District Council
Cabinet Grants Panel held on Wednesday 31 July 2018
From 4:00 p.m. to 5:05 p.m.**

Present: Councillors: Jonathan Ash-Edwards (Chairman)
Norman Webster (Vice-Chairman)

Gary Marsh*

1. SUBSTITUTES

Councillor Thomas-Atkin substituted for Councillor Marsh.

2. APOLOGIES

Apologies were received from Councillor Marsh.

3. DECLARATIONS OF INTERESTS

Councillor Thomas-Atkin declared a personal interest in Item 8 – Community and Economic Development Grant for Burgess Hill Town Council as she is a Burgess Hill Town Councillor. She also declared a personal in Item 7 – Microbusiness Grant for Fun Pots Ltd as her neighbour is an employee at the company.

4. MINUTES

The Minutes of the meeting of the Panel held on 19 June 2018 was approved as a correct record and signed by the Chairman.

5. URGENT BUSINESS

The Chairman drew the Panel's attention to tabled application for the Age Concern Hassocks & District Ltd Silver Sunday event. He confirmed that the application would be considered alongside the other Silver Sunday Corporate Grants Scheme.

6. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL

None.

7. MICROBUSINESS GRANT SCHEME

Mark Healy, Regeneration & Economy Programme Manager, introduced the report which presented 13 applications for grants from the Council's Microbusiness Grant Schemes.

All the applications were assessed against the criteria of delivering wider outreach, assisting with the delivery of new business lines, enabling more employees to be taken on, and delivering benefits to the community. Each business has also been subject to due diligence checks carried out by Officers, which includes a site visit to every business submitting a bid.

The Microbusiness Grants which are recommended for consideration and approval by the Panel are set out below:-

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Just Drinking Water Ltd	New product launch	£2,000	£2,000
Dynamic Music Distribution	New website and social media development	£2,000	£2,000
Fun Pots Ltd	IT improvements/overhaul	£2,000	£2,000
InsideOut Home and Garden Improvements	New product development	£2,000	£2,000
Aureo Group Ltd	Marketing campaign	£2,000	£2,000
Press Start 2 Join Ltd	New equipment and website	£2,000	£2,000
A.S.L Carpentry and Construction	New van and apprentice	£3,500	£3,500
Cullen Scholefield Ltd	Website and marketing strategy	£2,000	£2,000
Local Edge Ltd	Product development	£2,000	£2,000
Words Guy Ltd	Training courses	£365	£365
Conquest Hard Landscaping	New equipment	£2,000	£2,000
Dennise Rathbone Ltd	Advertising and new laptop	£808.50	£808.50
Cater and Co. The Social Kinetic	Develop services	£2,000	£2,000
Total		£25,308.50	£25,308.50

During consideration of all the grants presented, the Panel raised a number of points which the Economic Development Officer clarified.

The application for A.S.L Carpentry and Construction to fund the purchase of a new van and the hiring of an apprentice was presented to the Panel. The Economic Development Officer explained that company was awarded a grant last year to fund the hiring of an apprentice however the apprentice left the business after 4 months. The Panel raised their concerns as to whether any newly recruited apprentice might leave after a short period of time like the previous apprentice. It was felt that as the original money to fund the apprentice was not returned the remainder of the original grant can be used to fund the new apprentice and agreed only to fund the new van.

The Panel sought more clarification on the grant for Cullen Schofield Ltd as to the costing of the project. They agreed to defer the application pending more information with the intention to bring the revised application to the Cabinet Grants Panel in August 2018.

Members were supportive of the remaining 11 Microbusiness Grants applications.

RESOLVED

That:

1. A Micro Business grant of £2,000 be granted to Just Drinking Water Ltd to fund their new product launch.

2. A Micro Business grant of £2,000 be granted to Dynamic Music Distribution to fund their new website and social media development.
3. A Micro Business grant of £2,000 be granted to Fun Pots Ltd to fund IT improvements.
4. A Micro Business grant of £2,000 be granted to InsideOut Home and Garden Improvements to fund their new product development.
5. A Micro Business grant of £2,000 be granted to Aurei Group Ltd to fund their marketing campaign.
6. A Micro Business grant of £2,000 be granted to Press Start 2 Join Ltd to fund new equipment purchases and a website redesign.
7. A Micro Business grant of £2,000 be granted to A.S.L Carpentry and Construction to fund the purchase of a new van.
8. A Micro Business grant of £2,000 intended for Cullen Scholefield Ltd be **deferred** pending further information.
9. A Micro Business grant of £2,000 be granted to Local Edge Ltd to fund one of their product's development.
10. A Micro Business grant of £365 be granted to Words Guy Ltd to fund the owner's attendance of training courses necessary to the business.
11. A Micro Business grant of £2,000 be granted to Conquest Hard Landscaping to fund the purchase of new equipment.
12. A Micro Business grant of £808.50 be granted to Dennise Rathbone Ltd to fund the purchase of advertising and a new laptop.
13. A Micro Business grant of £2,000 be granted to Cater and Co. The Social Kinetic to fund the development of their services.

8. CORPORATE GRANT SCHEMES.

Regina Choudhury, Community Development Officer, introduced the report to present thirteen Community & Economic Development applications, in addition to the tabled application, with all but one of the applications having the suggestion to award funds.

Each application had been assessed against a standard check-list and considered by a 'Grants Assessment Group' to ensure a consistent approach to the awarding of grants.

The Community & Economic Development Grants which are recommended for consideration and approval by the Panel are set out below:-

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Mid Sussex RED	WW1 Remembrance Events	£2,964	£2,450
1st Lindfield Scout Group	Silver Sunday lunch party with musical entertainment.	£110	£110
Age UK West Sussex	Silver Sunday lunch party with Entertainment, magician and a two course meal	£250	£250

Ardingly Parish Council	A tea party in partnership with Ardingly Women's Institute to include afternoon tea and entertainment.	£250	£250
Balcombe 1961 Club	Contribution towards Christmas party	£250	£0
Befriended	Silver Sunday cream tea with entertainment.	£250	£250
Bentswood Community Partnership	Intergenerational tea party at Saltworkz café in Bentswood.	£250	£250
Brendoncare Stildon Care Home	Silver Sunday tea party for older residents with the local nursery and Worth School students.	£250	£250
Burgess Hill Marching Youth	Silver Sunday band concert with refreshments	£250	£250
Burgess Hill Town Council	Contribution towards the Silver Sunday event at the Market Place shopping centre.	£250	£250
Cake and Company EG Age UK	Film screening with a silver service tea at the Glebe Centre.	£250	£250
Haywards Heath U3A	Silver Sunday tea party with music, dance, a raffle and entertainment to be held in Lindfield.	£250	£250
Mid Sussex Older People's Council	Three Silver Sunday tea parties to be held in each town.	£250	£250
Royal British Legion Women's Section Burgess Hill	Silver Sunday bingo session with refreshments at Cyprus Hall, Burgess Hill.	£250	£250
Age Concern Hassocks & District Ltd	Tea party with live music and entertainment.	£250	£250
Total		£6,120	£5,360

The Vice-Chairman sought clarification over the Mid Sussex Older People's Council grant as he felt that £250 was not enough to fund three separate Silver Sunday tea parties.

The Community Development Officer explained that the events are more of a stand-up gathering with tea as opposed to an actual party.

All Members were supportive of the applications where there was a suggestion to award funds.

Mandy Cunningham, Commissioning & Partnerships Advisor, noted that in the past the Council chooses a theme to 'spotlight' particular parts of the community that may need extra help through grants. She explained that the 'spotlight' grant programme has historically not received many grants. It is considered by the Community Services team that the programme be discontinued with granting considered on a case-by-case basis.

All Members were supportive of the recommendation by the Commissioning & Partnerships Advisor.

The Commissioning & Partnerships Advisor introduced the report for Mid Sussex

RED who intends to run an event in both Burgess Hill and Haywards Heath. It was also noted that the association is currently working with Lindfield Parish Council for a Beacon of Light presentation to remember the Lindfielders who fell in WW1.

All Members Felt how this would be a great idea and expressed their support.

The Commissioning & Partnerships Advisor presented the application for Hurstpierpoint Methodist Church. She confirmed that they intend to carry out the works across the 2019 summer holiday. It was noted that the Church does have a funding plan in place but wondered whether the project period could be extended to September 2019 to secure project funding.

All Members were supportive of this application.

RESOLVED

Members of the Panel agreed to:

- a) not to run the “spotlight” grant programme from 2018/19;
- b) to extend the project period for the Hurstpierpoint Methodist Church to secure project funding to September 2019.

And that:

1. A Community & Economic Development Grant of £2,450 be granted to Mid Sussex RED to fund the provision of WW1 Remembrance Day events.
2. A Community & Economic Development Grant of £110 be granted to 1st Lindfield Scout Group to fund a Silver Sunday lunch party with musical entertainment.
3. A Community & Economic Development Grant of £250 be granted to Age UK West Sussex to fund a Silver Sunday lunch party with entertainment, magician and a two course meal.
4. A Community & Economic Development Grant of £250 be granted to Ardingly Parish Council to fund a tea party in partnership with Ardingly Women’s Institute to include afternoon tea and entertainment.
5. A Community & Economic Development Grant of £250 is **not** granted to Balcombe 1961 Club as their event did not meet the criteria of a Silver Sunday grant.
6. A Community & Economic Development Grant of £250 be granted to Befriended to fund a Silver Sunday cream tea with entertainment.
7. A Community & Economic Development Grant of £250 be granted to Bentswood Community Partnership to fund an intergenerational tea party at Saltworkz café in Bentswood.
8. A Community & Economic Development Grant of £250 be granted to Brendoncare Stildon Care Home to fund a Silver Sunday tea party for older residents with the local nursery and Worth School students.
9. A Community & Economic Development Grant of £250 be granted to Burgess Hill Marching Youth to fund a Silver Sunday band concert with refreshments.
10. A Community & Economic Development Grant of £250 be granted to Burgess Hill Town Council to fund a contribution towards the Silver Sunday event at the Market Place shopping centre.
11. A Community & Economic Development Grant of £250 be granted to Cake and Company EG Age UK to fund a film screening with a silver service tea at

the Glebe Centre.

12. A Community & Economic Development Grant of £250 be granted to Haywards Heath U3A to fund a Silver Sunday tea party with music, dance, a raffle and entertainment to be held in Lindfield.
13. A Community & Economic Development Grant of £250 be granted to Mid Sussex Older People's Council to fund three Silver Sunday tea parties to be held in each town.
14. A Community & Economic Development Grant of £250 be granted to Royal British Legion Women's Section Burgess Hill to fund a Silver Sunday bingo session with refreshments at Cyprus Hall, Burgess Hill.
15. A Community & Economic Development Grant of £250 be granted to Age Concern Hassocks & District Ltd to fund a tea party with live music and entertainment.

Chairman.