

**Minutes of a meeting of Cabinet Grants Panel
held on Tuesday, 10th December, 2019
from 4.30 pm - 5.55 pm**

Present: N Webster (Chair)
S Hillier (Vice-Chair)

J Belsey

**1. TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE
RULE 4 - SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None as all Members were present.

2. TO RECEIVE APOLOGIES FOR ABSENCE.

None as all Members were present.

**3. TO RECEIVE DECLARATION OF INTERESTS FROM MEMBERS IN RESPECT OF
ANY MATTER ON THE AGENDA.**

Councillor Hillier declared a personal interest in the Storefront Improvement Grant application from The Fresh Fish Shop Ltd as he knows of the owner.

**4. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 29
OCTOBER 2019**

The Minutes of the meeting of the Panel held on the 29 October 2019 were approved as a correct record and signed by the Chairman.

**5. TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS
URGENT BUSINESS.**

The Chairman had no urgent business.

**6. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE COUNCIL ON THE
APPLICATIONS.**

No representations were received.

7. CORPORATE GRANT SCHEMES

Organisation	Purpose for which award is sought	Award requested	Award Suggested
Friends of Burgess Hill Green Circle Network	'Wild About Mid Sussex' free exhibition	4,366	1,000 (in addition to £1,000 awarded 29-Oct-19)
Total		£4,366	£1,000

Rob Anderton, Divisional Leader for Commercial Services and Contracts, introduced the application from Friends of Burgess Hill Green Circle Network which is subsequent to the report presented at the previous Panel. He noted that £1,000 was agreed to be allocated however comments were made that the project should be part funded rather than fully funded. The Group responded that the event could not proceed if it was not funded and have asked the Panel to reconsider the application. Officers have worked with the Group to find alternative sources of funding and request that the Panel grant a further £1,000 to the Group under the proviso that the Group looks for alternative funding in future years.

The Vice-Chairman suggested that the organisation may want to look towards the County CLCs in future for funding as they can grant up to £750. He sought clarification from the Solicitor as to whether the application before them creates another grant allocation or whether it is an extension of the previous grant.

Franca Currall, Solicitor, confirmed that it should be seen as one application.

The Chairman stated that on the basis that the event will not be able to go ahead without funding he was content with granting the application and he wished them luck with approaching different sources of funding in future.

Members were supportive of the application.

RESOLVED

That an additional £1,000 be released from the Community & Economic Development Fund and granted to the Friends of Burgess Hill Green Circle Network to support the costs.

8. END OF PROJECT REPORT - MICRO BUSINESS GRANT SCHEME 2019/20

Mark Healy, Regeneration and Economy Programme Manager, introduced the report which presented a review of the Micro Business Grant Scheme 2019/20. He noted that a total of £70,000 has been granted to support a wide range of micro businesses in Mid Sussex.

Holly-Jade Ryder, Business Development Officer, outlined that 44 out of a total of 48 applicants progressed to the Panel, five of which sought a grant to support the cost of hiring an apprentice; she confirmed that four apprentices have been hired and one is yet to be employed. She referred the Panel to Appendix 1, the Micro Business Grant Scheme Promotional Flyer and welcomed Members to share it.

The Vice-Chairman enquired whether Officers are confident that the outstanding grants will be completed.

The Business Development Officer confirmed that she is confident.

The Member thanked the officers for their work.

The Business Development Officer informed the Panel that she will be arranging a meeting outside of the Panel to discuss the future terms and conditions for the Micro Business Grant Scheme.

The Chairman expressed pleasure that the apprenticeship places have been filled as well as the wider spread of applications from the villages in the District. He also commended the report and was happy with the outcomes. He then took the Panel to the recommendation to note the summary of the scheme and feedback received from awarded applicants which was agreed unanimously.

RESOLVED

The Panel noted the summary of the scheme and feedback received from awarded applicants.

9. STOREFRONT GRANT SCHEME

Mark Healy, Regeneration and Economy Programme Manager, introduced the report and. It was explained that the scheme, which was launched earlier in the year for retailers in East Grinstead, has not generated take-up as strong as had been hoped. With that in mind, at the previous meeting of the Panel, a proposal was agreed to extend the Scheme more widely across the District.

The application which was recommended for consideration and approval by the Panel is set out below:

Organisation	Purpose for which award is sought	Award requested	Award Suggested
The Fresh Fish Shop Ltd	Signage, repairs and redecoration	£4,000	£4,000
Total		£4,000	£4,000

William Hawkins, Economic Development Officer, presented the application from The Fresh Fish Shop Ltd which sought a grant to enable the store to replace its existing signage with more updated designs along with repairs to the existing canopy and lighting, installation of new planters, and redecoration of the exterior wall.

The Vice-Chairman expressed that he was happy with the application.

The Member enquired whether £4,000 is too much for a grant as he did not recall any of the applicants from East Grinstead receiving the same amount.

The Economic Development Officer confirmed that the total grant that can be requested is £4,000 and was offered to all applicants however was not taken-up.

Franca Currall, Solicitor, suggested that a 'before and after' picture be taken of the shopfront for better reference for the Panel.

The Chairman liked the idea.

Members were supportive of the application.

RESOLVED

That a Storefront Improvement Grant of £4,000 be awarded to The Fresh Fish Shop Ltd to fund the replacement to its existing signage with more updated designs along with repairs to the existing canopy and lighting, installation of new planters, and redecoration of the exterior wall.

The meeting finished at 5.55 pm

Chairman