

**Minutes of a Meeting of the Mid Sussex District Council
Cabinet Grants Panel held on Monday 4 September 2017
from 4.00 p.m. to 4.09 p.m.**

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

Gary Marsh

1. SUBSTITUTES

None

2. APOLOGIES

None

3. DECLARATIONS OF INTERESTS

None

4. MINUTES

The Minutes of the meeting of the Panel held on 8 August 2017 were found to show the incorrect time and day of the meeting. The amended minutes were then approved as a correct record and signed by the Chairman.

5. URGENT BUSINESS

None

6. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL

None

7. MICROBUSINESS GRANT SCHEME

The Programme Manager for the Burgess Hill Growth Area introduced the report which presented two Microbusiness Grants.

Both 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 delivery of community benefit. Each business has also passed due diligence checks.

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Number78	Website development, marketing materials and assistance with social media	£2,000	£2,000
South East Business Systems	Re-branding and production of marketing materials	£1,500	£1,500

The Programme Manager for the Burgess Hill Growth Area outlined how should the Panel wish to award grants to both applications, Members of the Panel are requested to decide whether to:

- a) award the full amount requested, recognizing that the ability to pay out in full is reliant on other grant applicants not spending the funding already awarded;
- b) award a pro-rata amount to each applicant to the sum total of funds left;
- c) transfer £686.50 from the Community and Economic Development Fund to fill the gap

All Members agreed with option C to transfer £686.50 to fill the gap.

Members were supportive of both applications and resolved to award both grants.

RESOLVED

That:

1. That a Micro Business grant of £2000 is awarded to Number78 to assist with website development, production of marketing materials and assistance with social media.
2. That a Micro Business grant of £1500 is awarded to South East Business Systems to support re-branding and the production of marketing materials.

Chairman.