

**Minutes of a Meeting of the Mid Sussex District Council  
Cabinet Grants Panel held on Thursday 16 August 2018  
From 4:00 p.m. to 5:00 p.m.**

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

**Also Present:** Councillors Christopher and Margaret Hersey

**1. SUBSTITUTES**

None.

**2. APOLOGIES**

None.

**3. DECLARATIONS OF INTERESTS**

None.

**4. URGENT BUSINESS**

None.

**5. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL**

None.

**6. UTILISATION OF NEW RIVER RETAIL FUNDS FOR THE RELOCATION OF GROUPS AFFECTED BY THE TOWN CENTRE DEVELOPMENT PROGRAMME**

Glen Wilkinson, Leisure Partnership Officer, introduced the report to request the release of money from the Martlets Relocation Specific Reserve relating to the closure of Martlets Hall. Burgess Hill Local History Society has indicated that they wish to take responsibility for preserving a mosaic and plaque which are presently affixed to the walls within Martlets Hall. A grant of £1,892 was requested to reimburse them for the cost of removing, transporting and storing the mosaic and plaque with the intention of redisplaying the items at a future location yet to be determined.

<b>Organisation</b>	<b>Summary of bid</b>	<b>Amount requested</b>
Burgess Hill Local History Society	<i>Removal, transportation and storage of the mosaic and plaque which are currently affixed to walls within Martlets Hall.</i>	£1,892
<b>Total Requested</b>		<b>£1,892</b>

The Vice-Chairman felt pleased that the history society is taking responsibility for preserving the history of the town.

Members were supportive of the application.

## RESOLVED

That a sum of £1,892 be released from the Martlets Relocation Specific Reserve to the Burgess Hill Local History Society to reimburse them for the cost of removing, transporting and storing the mosaic and plaque currently affixed to walls within Martlets Hall.

## 7. MICROBUSINESS GRANT SCHEME

Mark Healy, Regeneration & Economy Programme Manager, introduced the report which presented fourteen 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 passed Officers due diligence checks.

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Creative Reach Ltd	New product	£2,000	£2,000
Cullen Scholefield Ltd	Website and marketing strategy	£2,000	£2,000
Flinders Coffee Ltd	New facilities	£2,000	£2,000
Marvolio's Nostrums	Business expansion	£2,000	£2,000
NetworkU	Marketing campaign	£2,000	£2,000
Not Another Bunch of Flowers	New equipment	£2,000	£2,000
The Perrymount Ltd	New service	£2,000	£2,000
Potential Personal Training	Building improvements	£1,500	£1,500
Reab Physical Health Ltd	New website	£2,000	£2,000
See Me Go	Marketing and equipment	£1,500	£1,500
Spiral Flooring	Advertising and marketing materials	£1,500	£1,500
Strategic Marcomms	Marketing campaign	£2,000	£2,000
Sussex Mother	Event equipment	£1,000	£1,000
Tremletts Carpentry	New equipment	£1,650	£1,650
<b>Total</b>		<b>£25,150</b>	<b>£25,150</b>

The Panel raised their concerns over the application for Creative Reach Ltd. The Vice-Chairman expressed his reservations with the application as the fact they are 'hoping to launch a new service' does not give him complete confidence that they will be able to successfully implement the service. The Chairman stated that the application sounds speculative and felt the funding could be used more effectively for other grants. Members were unsupportive of the application.

William Hawkins, Economic Development Officer, presented the application from Cullen Scholefield Ltd which was deferred at the last meeting due to a lack of information regarding the costing of the project. The Economic Development Officer confirmed that the total project cost amounted to £4,067 with the £2,000 grant funding the social media strategy and the remainder of the money spent on the

website. He added that this culminated into their overall marketing strategy. Members were supportive of this application.

The Chairman sought clarification from officers over the purpose of the funding for The Perrymount Ltd. He enquired whether the funding would be used for starting up the business or whether it would be used to support it. The Economic Development Officer confirmed that the grant would fund the setting up of the business. A Member specified that he would like more information before making a decision as there is no mention how much the service would cost. The Chairman noted that most drop-in services are free-of-charge. The Panel decided to defer the application pending further information.

The Economic Development Officer presented the application for Potential Personal Training Ltd to fund building improvements following a failure to do so by a previous builder. A Member enquired if the business is financially stable or whether they are a going concern and wondered whether information on their additional services could be provided. The Chairman agreed to defer the application until the next meeting due to a lack of information regarding the business' financial stability.

The Vice-Chairman questioned whether there is a business plan in place for the Sussex Mother application for £1,000. He noted that there are similar shops nearby and the site has parking and accessibility constraints. A Member expressed his reluctance for approving the application. Members were unsupportive of the application.

Members were supportive of the remaining 10 Microbusiness Grants applications.

## **RESOLVED**

That:

1. A Micro Business grant of £2,000 is **not** granted to Creative Reach Ltd as the Panel did not feel confident is awarding funding to the business.
2. A Micro Business grant of £2,000 be granted to Cullen Scholefield Ltd to fund a new website and marketing strategy.
3. A Micro Business grant of £2,000 be granted to Flinders Coffee Ltd to fund the purchase of new facilities.
4. A Micro Business grant of £2,000 be granted to Marvolio's Nostrums to fund the business' expansion.
5. A Micro Business grant of £2,000 be granted to NetworkU to fund a marketing campaign.
6. A Micro Business grant of £2,000 be intended for The Perrymount Ltd be **deferred** pending further information.
7. A Micro Business grant of £2,000 be intended for Potential Personal Training Ltd be **deferred** pending further information regarding their financial stability.
8. A Micro Business grant of £2,000 be granted to Not Another Bunch of Flowers to fund the purchase of new equipment.
9. A Micro Business grant of £2,000 be granted to Reab Physical Health Ltd to fund the purchase of a new website.
10. A Micro Business grant of £2,000 be granted to See Me Go to fund the purchase of marketing and equipment.
11. A Micro Business grant of £2,000 be granted to Spiral Flooring to fund the purchase of advertising and marketing materials.
12. A Micro Business grant of £2,000 be granted to Strategic Marcomms to fund a new

marketing campaign.

13. A Micro Business grant of £2,000 is **not** granted to Sussex Mother as it was not felt that the business would be sustainable.
14. A Micro Business grant of £2,000 be granted to Tremletts Carpentry to fund the purchase of new equipment.

## 8. CORPORATE GRANT SCHEMES.

Regina Choudhury, Community Development Officer, introduced the report to present five Community & Economic Development applications with all 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
Ardingly Parish Council	Build a Remembrance Beacon on the South of England Showground	£250	£250
Burgess Hill Town Council	Contribution towards 'A Nation's Tribute' event	£250	£250
Hassocks Parish Council	Contribution towards materials for a hand built bonfire on the South Downs and a bugler player	£250	£250
Lindfield Parish Council	Contribution towards purchasing a Remembrance Beacon	£250	£250
West Hoathly Parish Council	Remembrance event in partnership with The Royal British Legion	£250	£250

A Member expressed his disappointment that only 5 parish councils applied for a grant. The Chairman suggested that a final push could be done to encourage other parishes to apply for the grant.

Members were supportive of all five applications.

### RESOLVED

1. That a Community and Economic Development Grant of £250 be granted to Ardingly Parish Council to fund the building of a Remembrance Beacon on the South of England Showground.
2. That a Community and Economic Development Grant of £250 be granted to Burgess Hill Town Council as a contribution towards 'A Nation's Tribute' event.
3. That a Community and Economic Development Grant of £250 be granted Hassocks Parish Council as a contribution towards the materials for a hand built bonfire on the South Downs and a bugler.
4. That a Community and Economic Development Grant of £250 be granted to Lindfield Parish Council as a contribution towards purchasing a Remembrance Beacon.

5. That a Community and Economic Development Grant of £250 be granted to West Hoathly Parish Council to fund a Remembrance Event in partnership with the Royal British Legion.

Chairman.