

**Minutes of a meeting of Cabinet Grants Panel  
held on Monday, 14th December, 2020  
from 4.00 pm - 5.03 pm**

**Present:** N Webster (Chair)  
S Hillier (Vice-Chair)  
  
J Belsey

**1. ROLL CALL AND VIRTUAL MEETING EXPLANATION.**

The Chairman welcomed everyone to the meeting and took a roll call of Members present. Franca Currall, Solicitor, provided a virtual meeting explanation.

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

None as all Members were present.

**3. TO RECEIVE APOLOGIES FOR ABSENCE.**

No apologies were received as all Members were present.

**4. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA.**

Cllr Belsey declared a prejudicial interest in the application from Age UK East Grinstead & District as he is the Chairman of the organisation. He confirmed that he would remove himself from the discussion and voting on the item.

Cllr Webster declared a personal interest in the application for Haywards Heath Dementia Action Alliance as he is the Vice-Chairman of the organisation in East Grinstead. The application is linked to the organisation in East Grinstead and whilst he played no part on the submission of the application he confirmed that he would remove himself from the discussion and voting on the item.

**5. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 19 OCTOBER 2020**

The minutes of the meeting of the Cabinet Grants Panel, held on 19 October 2020 were approved as a correct record and electronically signed by the Chairman.

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

The Chairman thanked all the officers for their hard work in bringing forward a large number of applications in a short space of time.

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

No representations were received.

## 8. CORPORATE GRANT SCHEMES

Emma Sheridan, Business Unit Leader for Community Services, Policy and Performance, introduced the report which presented thirty-one applications received from Community and Voluntary Sector organisations, in response to the Mid Sussex Covid-19 Recovery Grant Fund, to help businesses and community organisations in supporting and recovering from the Covid-19 pandemic. She noted that the revised Mid Sussex District Council Corporate Plan established the Fund with the provision of £300,000 deriving from Council reserves and that a small amount of the grants were not recommended for an award however they have been directed to other funding.

The applications which were recommended for consideration by the Panel are set out below:

<b>Organisation</b>	<b>Grant Purpose</b>	<b>Award Requested</b>	<b>Award Suggested</b>
107 Meridian FM	Home broadcasting equipment for volunteers	£2,280	£2,280
4Sight Vision Support	Costs towards increased newsletter printing and distribution	£868	£868
Aspire Sussex Ltd	Additional cleaning materials for Marle Place centre	£1,000	£1,000
Bolney Community Café Centre	Purchase Covid screens and outdoor shelter	£5,000	£2,352
Bolnore Village Community Partnership	Improvements to the facilities to ensure that they can be cleaned more easily and be Covid safe	£5,000	£5,000
Concordia	Set up virtual e-learning zone for Youth Action programme	£3,620	£3,620
Crawley and East Grinstead Branch of Parkinson's UK	Develop website to promote services and raise awareness	£1,500	£1,500
East Grinstead Rugby Football Club	Cleaning requirements and sports equipment	£4,492	£4,492
East Grinstead Sports Club	Works to facilitate social distancing measures and regular cleaning regimes for the club	£2,900	£2,900
Friends of Bolney School	Purchase 'Buddy Bench' for children feeling anxious	£176	£176
Handcross Rosemary Club	Cost of Christmas hampers to replace Christmas lunch, monthly tea and visits	£1,000	£1,000
Hope	Fund hall hire where groups can no longer meet in own homes	£992	£992
Hurstpierpoint Gymnastics Club	Additional cleaning materials, equipment and coaches to assist with smaller groups	£5,000	£5,000
Mid Sussex Marlins Swimming Club	Additional pool hire costs to make lessons Covid compliant	£5,000	£5,000

Mid Sussex Older People's Council	Costs towards increased newsletter printing and posting	£1,000	£1,000
Mid Sussex Voluntary Action	Cost of new CRM and to migrate onto Cloud	£5,000	£5,000
Mycare matters 2020 CIC	Set up Buddy system for people struggling to plan for later life and end of life	£5,000	£5,000
Revitalise Respite Holidays	Cost of PPE for the respite centre	£3,600	£3,600
SASBAH	Online workshops	£873	£873
*Slaugham Parish Council	Purchase free standing sanitation stations	£1,500	£1,500
St Peter & St James Hospice	Expansion of telephone befriending service	£2,000	£2,000
The Ashdown Hub CIO	Set up social networking groups (Covid compliant) with expert clinician to advise on wellbeing	£1,210	£1,210
UK Harvest	Food deliveries to vulnerable residents and set up online cheffing course	£5,000	£5,000
Age UK East Grinstead & District	Analysis of survey and purchase new IT, marketing and postage	£5,000	£3,500
Being Neighbourly	Set up website, information packs and social events	£4,965	£2,851
St Peter's Preschool & Toddler Group	New website, film virtual tour and fit new carpet	£1,500	£1,152
Victim Support	Purchase two new laptops for volunteer and Kickstart employee	£2,485	£1,242.50
	<b>TOTAL</b>	<b>£75,313</b>	<b>£70,108.50</b>

### Applications Considered but NO GRANT Award Recommended

<b>Organisation</b>	<b>Purpose for which grant is sought</b>	<b>Award requested</b>
Christians Against Poverty Debt Centre	Contribution towards emergency aid payments and insolvency/bankruptcy fees for clients	£1,000
Coro Nuovo	Commemoration Concert and bursary costs	£8,000
Hurstpierpoint Scout Group	Lettings and general running costs	£1,000
Haywards Heath Dementia Action Alliance	Set up and deliver services for people living with dementia	£15,000
	<b>TOTAL</b>	<b>£25,000</b>

Franca Currall, Solicitor, advised that the Panel consider and vote on all applications except for the two where Members have interests in.

The Chairman expressed hope that businesses whom had not received grant funding were not being left unsupported.

The Business Unit Leader for Community Services, Policy and Performance referred the Chairman to Paragraphs 17 to 20 of the report which explained the actions taken to direct organisations to alternative funding .

The Chairman highlighted the application from Friends of Bolney School for the purchase of 'Buddy Bench' and thought it was an excellent initiative which for a small amount of cost would have great results.

The Vice-Chairman thanked officers for the huge amount of work on bringing forward the grants. He referred to the application from Bolney Community Café Centre and asked whether the outdoor shelter is more of a capital improvement or whether it is a temporary improvement in light of Covid-19. He also asked whether the Council is completely subsidising the Crawley and East Grinstead Branch of Parkinson's UK with their application or whether there is also funding from Crawley.

The Business Unit Leader for Community Services, Policy and Performance confirmed that the works were a permanent capital improvement and that officers had investigated if S106 Capital funding was available for the Bolney Community Café Centre, however, there was not. She added that both Parish and District Council have contributed to the project to allow people to access the Café in a covid secure manner which they otherwise would not be able to do so inside, given the government regulations.

Paul Turner, Community Services Manager, confirmed that the application from Crawley and East Grinstead Branch of Parkinson's UK requests only 50% of the total project cost with the remainder raised from alternative sources.

The Member noted that the recommendation includes reopening the grant funding for another round of bidding and felt sure that demand for the funding will be there. He believed the key to the engagement of the funding were bidders understanding what the grant is for and making sure the Council can connect with the right people. He asked if there was anything the Council would do differently to get more people aware of the scheme. He noted that a couple of applications such as the UK Food Harvest seek funding for food deliveries, however, he noted that food donations to the Food Bank wouldn't qualify so enquired what would and wouldn't qualify for a grant.

The Business Unit Leader for Community Services, Policy and Performance explained that the availability of government grants as a result of the November lockdown had caused some confusion for businesses. All relevant officers were, however, working collaboratively; meeting on a weekly basis to make sure all businesses and organisations were being directed to the most relevant funding streams. Workshops were held for the voluntary sector which proved successful and had resulted in good quality bids being made. She felt that the grant round came a bit too soon for some organisations especially given that the second lockdown was shortly announced after the grant funding was announced, with some businesses only now getting to grips with the new world they were facing. With respect to food, there has been an increase in the demand for basic needs and the Council has carried out a lot of work in partnership with the County, Town and Parish Councils to support food banks and those who need food. When grants of that nature are received, the Council reviews them on a case by case basis so that they can be signposted and provided with what they require. Support is available for any resident in need of food.

The Member noted that the next round of bidding concludes on 14 January however the next meeting of the Panel takes place on February. He confirmed that he would make himself available should the meeting be brought forward or additional meetings scheduled.

The Chairman confirmed that the facility does exist to arrange additional meetings should the need arise. He then moved to the voting on the applications which were to be take all at once except for the applications from Age UK East Grinstead & District Haywards Heath Dementia Action Alliance.

The Panel voted unanimously in favour of the recommendations.

**[Cllr Belsey left room at 16:29]**

The Vice-Chairman thanked the officers for their work and agreed with their comments.

The Chairman then moved to the vote on the application from Age UK East Grinstead & District which was agreed unanimously.

**[Cllr Belsey returned 16:31]**

**[Cllr Webster left room at 16:32]**

The Vice-Chairman expressed that he was happy with the officer's recommendation. He then moved to the vote on the application which was approved unanimously.

**[Cllr Webster returned 16:33]**

The Chairman then took the Panel to vote on Recommendation 3.c to approve a second grant round of the Covid19 Recovery Fund as proposed in paragraph 25 which was approved unanimously.

## **RESOLVED**

1. That £2,280 from the Mid Sussex Covid 19 Recovery Grant Fund be released to 107 Meridian FM to fund home broadcasting equipment for volunteers to keep the radio station on air.
2. That £868 from the Mid Sussex Covid 19 Recovery Grant Fund be released to 4Sight Vision Support to fund the increase of newsletters that will be available online, through audio or braille.
3. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Aspire Sussex Ltd to fund a contribution towards the cost of additional cleaning regimes for the centre (Marle Place).
4. That £2,352 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Bolney Community Café Society to fund the purchase of 2 Covid screens and an outdoor shelter to be erected on the café terrace.
5. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Bolnore Village Community Partnership to fund improvements to the facilities to ensure that they can be cleaned more easily and be Covid safe.

6. That £3,620 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Concordia to fund the set-up of a virtual e-learning zone for the Youth Action Programme.
7. That £1,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Crawley and East Grinstead Branch of Parkinson's UK to fund the creation of a website to promote the subsidised care and transportation services offered and to raise awareness of Parkinson's.
8. That £4,492 from the Mid Sussex Covid 19 Recovery Grant Fund be released to East Grinstead Rugby Football Club to fund the extra costs associated with cleaning requirements and sports equipment.
9. That £2,900 from the Mid Sussex Covid 19 Recovery Grant Fund be released to East Grinstead Sports Club to fund improvement works to help facilitate safer social distancing and safer access routes for club users and to implement a regular cleaning regime in the changing facilities.
10. That £176 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Friends of Bolney School to fund the purchase of a 'Buddy Bench' for children feeling anxious to promote good mental health.
11. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Handcross Rosemary Club to fund Christmas hampers to replace Christmas lunch, monthly tea and visit.
12. That £992 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Hope to fund the cost of hiring venues for support groups to meet who can no longer meet in their homes as happened pre-Covid.
13. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Hurstpierpoint Gymnastics Club to fund additional cleaning materials, equipment and coaches to assist with smaller groups, cleaning and supervision of arrival & departure of children.
14. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mid Sussex Marlins Swimming Club to fund additional pool hire costs to make lessons Covid compliant.
15. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mid Sussex Older People's Council to fund additional costs incurred with increase in postal newsletters.
16. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mid Sussex Voluntary Action to fund costs towards a new CRM which can be placed on the Cloud and migrating existing systems on to the Cloud.
17. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mycarematters 2020 CIC to fund the set-up of a Buddy system for people who are struggling to plan for later life and end of life, specifically the elderly, including those living with early stages of dementia.
18. That £3,600 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Revitalise Respite Holidays to fund the cost of PPE for the respite centre (Netley Waterside House) for 6 months.

19. That £873 from the Mid Sussex Covid 19 Recovery Grant Fund be released to SASBAH to fund a schedule of online workshops, groups and activities, including fitness, cookery, art, discussions and quizzes.
20. That £1,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Slaugham Parish Council to fund the installation of eight free-standing sanitation stations. Refer the bid to the Covid Emergency Fund.
21. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to St Peter & St James Hospice to fund the expansion of telephone befriending service; focusing on elderly people living alone and carers including volunteer training.
22. That £1,210 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Ashdown Hub CIO to fund the set-up of groups in East Grinstead which are Covid compliant to promote walking and ecotherapy and arts therapies with expert clinician to advise on wellbeing.
23. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to UK Harvest to fund food provision to vulnerable people in the district supported by online educational cookery courses.
24. That £3,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Age UK East Grinstead & District to fund the undertaking of an analysis of survey conducted during lockdown and the purchase of new IT equipment, marketing, postage and activity equipment.
25. That £2,851 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Being Neighbourly to fund the set-up of a website and hosting and purchase of card readers, volunteer information packs, resident leaflets and social events.
26. That £1,152 from the Mid Sussex Covid 19 Recovery Grant Fund be released to St Peter's Preschool & Toddler Group to fund a new website and film a virtual tour of the playgroup.
27. That £1,242.50 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Victim Support to fund the purchase of two laptops for a volunteer and a young person to be recruited by the Kickstart scheme.
28. That **no** grant be released to Christians Against Poverty Debt Centre as contributions towards emergency aid payments and insolvency/bankruptcy fees for clients does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
29. That **no** grant be released to Coro Nuovo to as the application has been referred to the Community & Economic Development Grant fund.
30. That **no** grant be released to Hurstpierpoint Scout Group as the group have been referred to the government discretionary and business grants.
31. That **no** grant be released to Haywards Heath Dementia Action Alliance to the application has been referred to alternative funding schemes.

32. That a a second grant round of the Covid19 Recovery Fund be held for further applications.

## 9. MICRO BUSINESS GRANT SCHEME

The Chairman welcomed Ali Chafekar and Caroline Duffy the new respective Regeneration & Economy Programme Manager and Business Development Officer.

William Hawkins, Economic Development Officer, introduced the report which presented 3 micro business grant applications for consideration by the Cabinet Grants Panel.

The applications which were recommended for consideration by the Panel are set out below:

Organisation	Location	Purpose for which award is sought	Award Requested	Award Suggested
Albion Business Computers	Burgess Hill	Apprentice	£1,500	£1,500
Owen Garages Ltd	Haywards Heath	Apprentice	£1,500	£1,500
Zona Football Ltd	Haywards Heath	Apprentice	£1,500	£1,500
<b>Total</b>			<b>£4,500</b>	<b>£4,500</b>

The Vice-Chairman felt the reasons for bringing the applications for both Albion Business Computers & Owen Garages forward is understandable. He however noted the sphere of influence for Zona Football Ltd is more Brighton than Mid Sussex so asked whether the apprentice they will hire will be a Mid Sussex resident.

The Economic Development Officer confirmed that whilst it is right that Zona Football Ltd have operations outside of the District they do meet the grant criteria as the business is registered within the District; the Council was unable to identify where the apprentice is based.

The Vice-Chairman stated that he was struggling to support the application without confirmation as to where the apprentice resides. He expressed his happiness to delegate the decision to officers should they find out that the apprentice is a Mid Sussex resident.

The Chairman said he was happy to agree a delegate responsibility.

The Member explained that he was happy to support the application if the Mid Sussex economy benefits from the application. He enquired what would occur with their application if the apprentice were to leave the business.

The Economic Development Officer noted the Council does not have any means to claw back the money should the apprentice leaves however the Council will not release the funds until it has seen signed document from the apprentice; the equipment destined for the apprentice can be repurposed to another person should the apprentice leave.

The Chairman highlighted that all applicants must report back to the Council within a year and that the submission of the applicants invoices is proof of the payment as

required. He drew the Panel's attention to Paragraph 3 which details the scheme being funded through the West Sussex Local Enterprise Partnership and LEAP therefore the applicant does meet the criteria if they operate within the area.

The Vice-Chairman replied that it does change his view however he is still keen to know where the apprentice resides.

The Chairman agreed the granting of the applications subject to work being carried out on Zona Football Ltd to establish where the apprentice resides. He then directed the Panel to the vote on all the applications which were all approved unanimously.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That a Micro Business Grant of £1,500 be awarded to Albion Business Computers to aid in the hiring of an apprentice
2. That a Micro Business Grant of £1,500 be awarded to Owen Garages Ltd to aid in the hiring of an apprentice
3. That a Micro Business Grant of £1,500 be awarded to Zona Football Ltd to aid in the hiring of an apprentice

## **10. COVID-19 RECOVERY GRANT SCHEME - BUSINESS GRANTS**

Caroline Duffy, Business Development Officer, introduced the report which presented 23 Covid-19 Recovery Grant applications made by businesses for consideration by the Panel. She noted that 14 grants received were ineligible for the scheme as they did not meet the criteria including 6 that related to running costs, which have been redirected to the government grant funding. 2 separate applications were received from wedding venues however they share the same director and under the criteria, the Council would only fund one application. The applicant has however asked that the 2 businesses be considered separately given the impact of the virus on the venues so asked the Panel to consider whether they would be happy granting both applications or just one. Officers recommend that only the application from Ravenswood Venue Ltd be granted.

The applications which were recommended for consideration by the Panel are set out below:

<b>Business / Contact</b>	<b>Purpose for which award is sought</b>	<b>Award Requested</b>	<b>Award Suggested</b>
7th Heaven Salon Limited / Ellie Malins	Purchase IT equipment	£2,000.00	£2,000.00
First Recruitment Services Limited / Claire Sipple	IT Improvements	£5,000.00	£5,000.00
The Matthew Clift Collection Ltd / Matt Clift	IT equipment / website improvements	£5,000.00	£5,000.00
EBISS UK LTD / Wayne Forster	Website / vehicle / warehouse improvements	£12,000.00	£5,000.00
Beautiful Naturally / Laura Platt	New service / training / equipment	£5,000.00	£5,000.00

Ravenswood Venue Ltd / Tony Tjihuis	Purchase IT equipment	£5,000.00	£5,000.00
Strategic Marcomms Consultancy Ltd / Rebecca Jabbar	Online training website / materials	£5,000.00	£5,000.00
The Hub Kids Club Ltd / Gemma Coombes	Purchase equipment / ipads / staffing costs	£5,000.00	£2,000.00
Sixstar World Ltd / Sacha Dykes	Website improvements / software	£5,000.00	£5,000.00
Jigsaw Occupational Therapy Ltd / Dominic Simpson	Training videos/ software / equipment	£1,500.00	£1,500.00
Limepalm Ltd / Susie Leppard	Website improvements / training / fees	£3,000.00	£3,000.00
Squires Planning Ltd / Andrew Metcalfe	IT equipment / software	£1,000.00	£1,000.00
International Location Safety Limited / Helen Hill	Digital marketing support	£1,000.00	£1,000.00
Jonathan Lea Ltd / Jonathan Lea	IT equipment	£4,675.00	£4,675.00
The Sport and Travel Group Ltd / Jon Ruben	IT equipment / membership fee	£4,391.00	£4,391.00
Avensys Ltd / Samantha Wood	Purchase equipment	£5,000.00	£5,000.00
The Fresh Fish Shop Ltd / Sebastian Candelon	Ecommerce / marketing / shop front	£3,829.00	£2,000.00
Hassocks Eyecare Centre Ltd / Vicki Macken	Improve premises	£2,000.00	£2,000.00
Highley Manor Venue Ltd / Tony Tjihuis	Improve premises	£5,000.00	£5,000.00
Flinders Coffee Ltd / Katrina Wale	Purchase equipment / seating / website	£5,000.00	£5,000.00
Purple Carrot Enterprises Ltd / Chris Wilson	Outdoor equipment / website / signage	£3,570.00	£3,570.00
The Tasting Rooms Wine Lounge Ltd / Rob Bliss	Outside area / equipment	£3,150.00	£3,150.00
Mid Sussex Osteopaths / Adam Fiske	Staff training / marketing / outreach work	£2,500.00	£2,500.00
<b>TOTAL</b>		<b>£95,115.00</b>	<b>£82,786.00</b>

The Vice-Chairman thought it was superb the way in which the council has supported local businesses. He however raised concerns as to whether it was right that the grant should be given to Jonathan Lea Ltd and concerns that the grant for Highley Manor Venue Ltd is not related to Covid-19 recovery but could be considered as an investment.

The Member believed that the Council needs to have good communications so that businesses make the correct applications. He noted that a few applications from the hospitality sector seek funding for heating and outdoor area development so asked the officer to explain the difference between similar applications.

The Business Development Officer confirmed that with respect to Jonathan Lea Ltd, the business took a hit in April and May, however they have since been trading well and can now employ two additional paralegals whilst also actively engaging with the Kick-Start Programme. Officers support the application as it is creating jobs and is also employing a person who has been made redundant during the Pandemic. With respect to the assessment of applications from the hospitality sector, development of an outdoor seating does meet the criteria however a factor of awarding a grant is

based on how well the business presents their case. In the case of Hardings Bar & Catering Services Ltd (The Talbot) there was a lot of detail missing from their application therefore the Council has gone back to the applicant to encourage them to bring forward a stronger application.

The Chairman thanked the officers for the report, especially the pie chart which showed grant applications being broadly spread across the District.

The Vice-Chairman sought the Panel's views on the duplicate application and whether the voting will be carried out all at once.

The Chairman believed it best to agree with the officer recommendation after having taken onboard the comments from the Panel. He then moved to the vote to approve all Covid-19 Recovery Grant applications except from Highley Manor Venue Ltd which was agreed unanimously.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to 7th Heaven Salon Limited to fund the purchase a new computer to continue to manage clients' database.
2. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to First Recruitment Services Limited to fund the transition of IT into a cloud-based system.
3. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Matthew Clift Collection Ltd to pivot the business to offer Training platform - website build - iPad Pro, Pen & keyboard.
4. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to EBISS UK LTD to fund website improvements and online quoting system, warehouse improvements (art storage).
5. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Beautiful Naturally to fund the offer of a new service, including cost of training, equipment and licences (Microblading and Semi-Permanent make-up).
6. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Ravenswood Venue Ltd to fund the purchase of laptops to establish part of the wedding team to be able to work from home.
7. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Strategic Marcomms Consultancy Ltd to fund the delivery of training online and also enable clients to access (behind a paywall) anytime / anywhere.
8. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Hub Kids Club Ltd to fund the purchase of extra equipment to reduce sharing and to purchase iPads so the children can take part in socially distant activities online.

9. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Sixstar World Ltd to fund the change of website and create software to enable venues to list their own venues.
10. That £1,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Jigsaw Occupational Therapy Ltd to fund the provision of additional remote support via the production of training videos for families, schools and other professionals.
11. That £3,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Limepalm Ltd to fund an e-commerce platform and services, development of a website to offer more non-contact provision.
12. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Squires Planning Ltd to fund the adaptation to home working, specifically the setup of a new PC to host GIS Systems and other business systems to enable home working.
13. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to International Location Safety Limited to purchase digital marketing consultancy support to create a digital marketing strategy, to market effectively new online courses so they are able to reach target audience, expand client base and maximise sales in order to capitalise on these new products.
14. That £4,675 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Jonathan Lea Ltd to fund the purchase of two computer work stations for paralegals and TV screen.
15. That £4,391 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Sport and Travel Group Ltd to purchase IT equipment to ensure they have flexibility to work in the current lockdown period.
16. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Avensys Ltd to fund the development of an online service, the purchase of Broadcast Quality Video Camera and Stream enabled Vision Mixer.
17. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Fresh Fish Shop Ltd to fund an e-commerce platform, marketing and advertising.
18. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Hassocks Eyecare Centre Ltd to fund an automatic front door which is safer for patients and staff allowing entering using no contact points.
19. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Flinders Coffee Ltd to fund seating booths to aid social distancing, the creation of a website that will allow pre-orders / delivery for the local community and equipment to speed up takeaway offer.
20. That £3,570 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Purple Carrot Enterprises Ltd to fund the adaptation of outside areas for use through the winter months small marquee covering the patio area,

environmentally friendly heating, Covid barrier screens, large umbrella /sail structure for front exterior covering, patio security, further Covid safety signage, updating website and systems for online booking, ordering and payments.

21. That £3,150 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Tasting Rooms Wine Lounge Ltd to fund the development of an outside seating area.
22. That £2,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mid Sussex Osteopaths to fund staff training, marketing and outreach work.
23. That **no** grant be released to Highley Manor Venue Ltd as the owners of the business are already in receipt of a grant.
24. That **no** grant be released to Mid-Sussex Super Cream as their application scored below 50% when assessed against the criteria of Covid-19 Recovery Grant Scheme.
25. That **no** grant be released to Hardings Bar & Catering Services Ltd as their application scored below 50% when assessed against the criteria of Covid-19 Recovery Grant Scheme.
26. That **no** grant be released to Just Drinking Water as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
27. That **no** grant be released to Burgess Hill Community Radio as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
28. That **no** grant be released to Trade Legion Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
29. That **no** grant be released to Ultimate Warrior Training Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
30. That **no** grant be released to Peeweess Hair Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
31. That **no** grant be released to P&W Event Hire Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
32. That **no** grant be released to Enhance Aesthetics and Beauty as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
33. That **no** grant be released to Hair Obsession as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
34. That **no** grant be released to Cross Origin as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
35. That **no** grant be released to Salt Kettle Restaurants Ltd as the application was incomplete.

36. That **no** grant be released to Gatwick Recruitment and Training Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
37. That **no** grant be released to Ashdown Commercial Ltd as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
38. That **no** grant be released to Pangdean Barn as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
39. That **no** grant be released to Superfood Goddess Café as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
40. That **no** grant be released to Brighton Business Expo as it did not meet the criteria of Covid-19 Recovery Grant Scheme.
41. That **no** grant be released to Beauty by Rosanna as it did not meet the criteria of Covid-19 Recovery Grant Scheme.

The meeting finished at 5.03 pm

Chairman