

## Member Information Service

### Cabinet Grants Decisions – 15 March 2021

The following decisions have been made by the Cabinet Grants Panel at their meeting held on Monday 15 March 2021 and will come into effect at 10.00 a.m. on Thursday 25 March 2021 unless the call-in procedure is activated. If you wish to request that a proposed decision is called in, please contact Member Services on 01444 477062 or email ([committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk)) in addition to making a written request to the Monitoring Officer, Tom Clark.

### COVID-19 Recovery Grant Scheme – Business Grants

The Cabinet Grants Panel agreed:

1. That £4,928.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Maypole Inn to fund improvements to the outside area, with an outdoor structure to create more customer space.
2. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to MNH Sustainable Cabin Services Ltd to fund the increase of newsletters that will be available online, through audio or braille.
3. That £3,817.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Elizabeth Ockford Ltd to fund wallpaper pattern books to send to new agents and distributors.
4. That £1,199.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mark Parsons T/A Frontline Automation to fund the move of reporting and job sheets online, negating the need for contact paperwork; laptop, licenses and software.
5. That £3,100.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Artemis Telecoms Ltd / T/A Start Communications to fund the purchase of 4 Laptops to enable team to work remotely more efficiently, when supporting customers during lockdown(s).
6. That £4,441.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released Albourne Winery Ltd to fund one outdoor mini tepee and 10 picnic tables to make better use of external space to host visitors outdoors.
7. That £2,335.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to SENse Learning to fund Upgrade to website to be more interactive and improve accessibility for families, students and referral streams.
8. That £1,805.90 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Tamarind to fund the Purchase specialist equipment and updates to the eCommerce website.

9. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Mid-Sussex Super Cream to fund New tills to handle cashless payments. Social distancing and Covid-19 protection measures on all units.
10. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Not Another Bunch Of Flowers to fund improvements to warehouse to create a usable, Covid-safe office to increase working space.
11. That £993.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Veterinary Insights Ltd to fund the Purchase a laptop to be used by the team when working from home.
12. That £4,784.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Worth Glamping Ltd to fund a new website to improve promotion and enable online payments, marketing and advertising to support diversification to broaden reach.
13. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to DT Electrical Supplies (HH) Ltd to fund Continued purchases relating to Covid-19 measures to ensure safety of staff and trades people when entering the premises.
14. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Sussex Tuition Centre to fund a website rebuild, tech support (1 year), local advertising and leaflet drop (6 months).
15. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released Ultimate Warrior Training to fund a greater capacity and safer training environment by removing a wall of the gym.
16. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Community Inspired Ltd to fund the development of the existing [PTA.co.uk](http://PTA.co.uk) website and development of new website [www.fundraisingalliance.co.uk](http://www.fundraisingalliance.co.uk) as well as marketing to attract local businesses.
17. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Talbot to fund handheld tablets for staff for use with EPOS system, further investment in the outdoor area (heating, lights etc.).
18. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Lost Pier Brewing Ltd to fund the purchase and fit racking to store the cans now produced (diversification from kegs).
19. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Sussex Chamber of Commerce to fund new business services and projects; careers fairs, business festival or conference.
20. That £5,000.00 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Kitchens Bespoke to fund Diversifying to add new product range, creating a new online shop and associated display equipment in the showroom.
21. That **no** grant be released to Solea Beauty as the application scored below 50% under the Assessment Matrix.
22. That **no** grant be released to RBX GOLF LTD to as the application scored below 50% under the Assessment Matrix.

23. That **no** grant be released to Couture & Tiaras bridal as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
24. That **no** grant be released to Atty & Smart Ltd as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
25. That **no** grant be released to Cooke & Charman Ltd as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
26. That **no** grant be released to Marching On Media Ltd as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
27. That **no** grant be released to David Physio & Sports Clinic Limited as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
28. That **no** grant be released to The Koorana Centre as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
29. That **no** grant be released to My Sherpa Ltd as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
30. That **no** grant be released to Sussex Uniforms as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
31. That **no** grant be released to Nuevo Staffing as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
32. That **no** grant be released to My Enhance t/as Enhance Aesthetics and Beauty as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
33. That **no** grant be released to Beacon House Psychological Services Ltd as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.

### **COVID-19 Recovery Grant Scheme – Community and Voluntary Sector Applications**

The Cabinet Grants Panel agreed:

1. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Action in Rural Sussex (AirS) to fund the establishment of a Centre Manager Steering Group for community halls and similar buildings to support recovery from Covid19 closures and the impacts of related restrictions, development of a dedicated 'Basecamp' online forum and message board for Mid Sussex as well as funding website development, training and associated staffing costs.
2. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Ansty Village Centre Trust to fund additional costs to the fit out of the new village centre to meet a post Covid19 standard and installation of electronic door access control and proximity taps.
3. That £3,764 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Aspire Sussex Ltd to fund the purchase of digital hardware to enable tutors to put courses online and interact remotely with students.

4. That £270 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Being Neighbourly East Grinstead to fund the purchase of 2 Covid screens and an outdoor shelter to be erected on the café terrace.
5. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Befriended to fund an Easter basket with an Easter egg and related seasonal items with a hand-written letter to hand delivered to isolated older people.
6. That £3,500 from the Mid Sussex Covid 19 Recovery Grant Fund be released Burgess Hill Community Radio to fund the purchase of equipment which will improve the service offered to users and allow more presenters to work from home, along with equipment to ensure studios are Covid secure.
7. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Burgess Hill Guide Hall to fund the purchase of PPE, enhanced cleaning equipment and consumables, notices, signs.
8. That £2,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Coro Nuovo to fund a COVID-19 Commemoration concert (pending restrictions that may be in place) - free to frontline NHS workers.
9. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Crawley Down Phoenix Netball Club to fund the construction of a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.
10. That £1,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Dicker House Preschool to fund a year's supply of cleaning products to help ensure Preschool remains as clean and sterile as possible to help combat the risk of COVID-19 within the setting.
11. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to East Grinstead Hockey Club to fund the construction of a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.
12. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to East Grinstead Meads Football Club to fund the provision of shed/hut so refreshments can be provided outdoors for parents attending whilst their children take part in football training and matches.
13. That £4,877 from the Mid Sussex Covid 19 Recovery Grant Fund be released to East Grinstead Tennis, Squash and Racketball Club to fund the provision of an outside shelter and tennis ball feeder allowing individuals to practice on their own.
14. That £15,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Haywards Heath Dementia Friendly Community to support planned work for 2021 across the three towns - Haywards Heath, East Grinstead and Burgess Hill- including work in schools, local businesses, collaboration with primary care, cafes, pop up events and local groups, minority groups and rural areas.
15. That £5,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to Hurstpierpoint Village Centre to fund the purchase of audio-visual equipment for the Village centre to enable residents to attend in person and remotely.
16. That £4,315 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Escape Youth Club to fund the purchase equipment to allow use of outside space – cover and seating.

17. That £4,000 from the Mid Sussex Covid 19 Recovery Grant Fund be released to The Kings Church to fund the Re-Work Programme - a free course that equips anyone who has lost their job during the pandemic with the skills, mind-set and confidence they need to re-enter the workplace.
18. That **no** grant be released to Chequer Mead Arts & Community Trust as it is a retrospective application for IT system already purchased.
19. That **no** grant be released to East Grinstead Sports Club Ltd to as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
20. That **no** grant be released to Hurstpierpoint Scout Group as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.
21. That **no** grant be released to Haywards Heath Dementia Action Alliance as the application does not meet any criteria of the Mid Sussex Covid 19 Recovery Grant Fund.

### **Corporate Grant Schemes - Release of S106 Contributions**

1. That the special condition for the Sheddingdean Baptist Church's Release of S106 Contributions application be extended to secure project funding to March 2022 and project completion by March 2023.
2. That Burgess Hill Town Council's Release of S106 Contributions application project completion date be extended to December 2021.
3. That St Francis Social and Sports Club's Release of S106 Contributions application:
  - Stage 1: extension of special condition to secure project funding to June 2021; and project completion by October 2022.
  - Stage 2: extension of special condition to secure match funding to Mar 2022; project completion by March 2023
4. That East Grinstead Rugby Club's Release of S106 Contributions application project completion date be extended to December 2021.
5. That the special condition for Haywards Heath Rugby Club's Release of S106 Contributions application be extended to secure project funding to June 2022 and project completion by June 2023.
6. That Haywards Heath Tennis Club's Release of S106 Contributions application be revised to secure match funding by March 2022 and project completion by March 2023 (subject to Cabinet Grants Panel approval of revised scheme).

### **Corporate Grant Schemes - Community and Economic Development Grants**

1. That a Community & Economic Development Grant of £1,000 be awarded to Disability Access East Grinstead to fund the continuing provision of advice to people and their carers on disability access, advice to providers of goods and services and input into planning applications.

2. That a Community & Economic Development Grant is **not** awarded to Borde Hill Garden for Experience Mid Sussex as the application does not meet the criteria of the Community & Economic Development Grants Scheme.
3. That a Community & Economic Development Grant is **not** awarded to Mid Sussex Active as the application does not meet the criteria of the Community & Economic Development Grants Scheme.
4. That a Community & Economic Development Grant is **not** awarded to Hurst Festival as the application does not meet the criteria of the Community & Economic Development Grants Scheme.

## Decisions made by Cabinet Members

The following decision has been made by the Cabinet Member for Environment and Service Delivery and will take effect at 10.00a.m. on Thursday 25 March 2021, unless the call-in procedure is activated. If you wish to request that a proposed decision is called in, please contact Member Services on 01444 477062 or e-mail [committees@midsussex.gov.uk](mailto:committees@midsussex.gov.uk), in addition to making a written request to the Monitoring Officer, Tom Clark.

## Fees and Charges for the Council's Outdoor Leisure Facilities

The Cabinet Member for Environment and Service Delivery approved the proposed changes to the fees and charges for the Council's outdoor leisure facilities as set out in Appendix 1 of the report.

**A copy of the report is attached to this email. In due course, the report will be an Executive Decision which can be found [here](#).**

## Committee Meetings

**Please note that all meetings are virtual meetings and start times vary, as detailed below.**

The revised Programme of Meetings approved at Council on 30 September 2020, sets out the schedule of Council meetings for the remainder of the municipal year. Meetings for March and April are listed below:

### **MARCH 2021**

~~17 March – Scrutiny Committee for Housing, Planning and Economic Growth @ 5pm - Please note this meeting has been cancelled.~~

~~18 March – District Planning Committee @ 2pm - Please note this meeting has been cancelled.~~

24 March – Scrutiny Committee for Community, Customer Services and Service Delivery @ 5pm

30 March – Licensing Sub Committee A @ 4pm

31 March – Council @ 6pm

### **APRIL 2021**

8 April – Planning Committee @ 4pm

15 April – District Planning Committee @ 2pm

Public access to the meetings is via a live stream video through the Council's official [YouTube channel](#). A link to the live stream is also provided on the Council's Facebook page in advance of each meeting. Owing to the Coronavirus (COVID-19) Pandemic, regular updates on the status of meetings in the forthcoming period will be provided to Members and the website will be continually updated.

Democratic Services has updated your O365 calendar with the revised dates and times, including the links to join the Zoom meetings.

We have also sent you tentative outlook calendar placeholders for the Programme of Meetings 2021 – 2022. The Programme of Meetings is still subject to change and is due to be presented to Council on 31 March.

In the meantime, these placeholders will allow you to see when we are planning to hold these meetings.

## Agendas – Items to be Considered

### Scrutiny Committee for Community, Customer Services and Service Delivery – 24 March 2021 @ 5pm

Equality and Diversity Progress Report 2020

## Member Development Learning

### Learning Pool

For online training that you can do conveniently in your own time, please visit the Learning Pool.



To complete your online learning pool training modules please visit:

<https://stc.learningpool.com/login/index.php>

The Modules available for Members to complete are:

- County Lines
- What is GDPR?
- Getting Started with Social Media.
- Business Continuity Management.
- Annotating and Editing Documents.
- Planning Application Decision Making for Members

If you have any problems with accessing the Learning Pool, please contact Member Services.

## Information and News

### COVID-19 News

Covid levels in Mid Sussex have dropped from their peak shortly after Christmas and are now under 25 cases per 100,000 and therefore a week after 9 weeks of full lockdown Mid Sussex has a similar Covid infection rate as it had in mid - September 2020. Covid rates have fallen in most other Sussex authorities in the past week with the average in West Sussex now below the South East average of about 37 cases per 100,000.

This rapid fall from very high Covid levels at the start of 2021 is reflected across England. A majority of authorities in Sussex now have Covid rates below 25 cases per 100,000 which means the Sussex average is well below the England average of about 50 cases per 100,000. However, Worthing, Crawley and Arun still have Covid levels around the England average. Across England there are now fewer authorities with case levels above 100 cases per 100,000.

The first stage of the roadmap started last Monday with schools re-opening in accordance with the road map attached. In addition, appropriate political campaigning for the May elections is now permitted. Lateral Flow Tests are being used to identify people who have Covid but have no symptoms to try to maintain the low current Covid rates.

Both hospitalisations and Covid death rates continue to fall in Sussex from the very high levels seen in late January and are now similar to those seen last October.

The expanding local Covid vaccination programme will assist in bringing hospitalisations and Covid deaths down but there is a risk that new variants and the "Kent" variant of the Covid virus will push these figures in the opposite direction as restrictions start to be lifted with the second relaxation on 29th March 2021 to be confirmed next week.

People aged 55 and over are eligible for their first vaccination. The vaccination of more medically vulnerable people aged 16 to 64 also continues alongside the second vaccination for those people vaccinated at the beginning of the vaccination programme in December 2020/ January 2021. Some people aged 50 and over are now being invited to book vaccination appointments to be followed by those 40 and over in early April.

Please see information on Covid-19 vaccination progress in West Sussex [here](#).

The latest public data for Covid rates in West Sussex can be found [here](#). Further advice and information on the current restrictions from West Sussex County Council can be found [here](#).

## **2021 Census Update**

The run up to the national census on 21 March has now started, with widespread advertising across the media. Households across the district will already be receiving a mailshot explaining what they need to do to complete the census form which they can do now on line or request a paper form.

Members may have seen an article that appeared on page 13 of the Mid Sussex Times dated 4 March alluding to additional support being available through the West Sussex Library Service. Please be advised that this article is erroneous and does not apply to the Mid Sussex area. West Sussex County Council applied for support funding to provide a county wide census support service through its libraries, but only received sufficient monies to cover Chichester, Arun and Adur/Worthing districts. Whilst Crawley has a dedicated Census Support Centre provided directly by the Office for National Statistics, Mid Sussex and Horsham districts have been left out of the library support arrangements.

Members who regularly read the Mid Sussex Times will be aware that since the start of the pandemic it has featured a lot of pan Sussex content, and it appears that it has picked up a West Sussex County Council press release intended for the coastal districts and published it.

If Members are contacted by constituents about the census then they should advise them to visit [www.census.gov.uk](http://www.census.gov.uk) or call the national helpline number: 0800 141 2021. This advice has been placed on the MSDC website home page and will be given out by the contact centre.



For further information about the census, please contact the Assistant Census Liaison Manager, Keith Stanton.

## News Releases

For further information or copies of the news releases listed below, please contact the Press Office on 01444 477 387 or use the following link: <http://www.midsussex.gov.uk/my-council/council-magazine-and-press-releases/press-releases/>

16 March 2021 - [Council awards an additional £152,000 in Covid Recovery Grants](#)

11 March 2021 - [Council makes significant sustainability strides](#)