

**DRAFT MINUTES – TO BE APPROVED AT THE NEXT MEETING**

**MINUTES OF A MEETING OF THE  
GEARING UP FOR GROWTH GRANTS PANEL  
HELD ON 15<sup>TH</sup> JULY, 2015  
AT NELSON TOWN HALL**

*PRESENT –*

***Panel Members***

*Councillor M. Iqbal  
Councillor D. Whalley  
Councillor D. Whipp  
Julie Whittaker  
Kevin Clark*

*Housing, Health and Economic Development Services Manager (PBC)  
Enterprise Lancashire*

***Also in attendance***

*Connor Pearson  
Paul Collins  
Hassan Ditta  
Hanna Latty  
Lynne Rowland*

*Student (Lancaster University)  
Regeneration Officer (PBC)  
Employer Engagement Officer (PBC)  
Business Development Officer (PBC)  
Committee Administrator (PBC)*



**1. APPOINTMENT OF CHAIRMAN**

**AGREED**

That Councillor M. Iqbal be appointed Chairman of the Gearing up for Growth Grants Panel for the municipal year 2015/16.

*Councillor M. Iqbal (Chairman - in the Chair)*

**2. DECLARATION OF INTERESTS**

Councillors were reminded of the legal requirements concerning the declaration of interests. Other members of the Panel were also asked to declare any interest as appropriate. The following person declared an interest in the items indicated –

Kevin Clark	Gearing up for Growth Programme Review	Minute No. 4
	Graduate Programme	Minute No. 7

**3. MINUTES**

**AGREED**

That the Minutes of this Panel, at a meeting held on 16<sup>th</sup> March, 2015 be approved as a correct record and signed by the Chairman.

**4. GEARING UP FOR GROWTH PROGRAMME REVIEW**

*(Kevin Clark declared a pecuniary interest in this matter with regard to the start-up grant programme and the support provided by Enterprise Lancashire, therefore he withdrew from the meeting during that item of business.)*

The Panel carried out a review of the existing Gearing up for Growth programme, which had been successful in supporting a wide range of businesses within the Borough, to determine whether it should be amended to take account of the changing regional picture. Members of the Panel considered the main elements of the programme as follows –

- Start-up grant support
- Grants for Growth
- Graduate Placement
- Work Inspiration
- Business Month
- Inward Investment Business Rate Support
- Vision Board

**AGREED**

- (1) That the existing start-up programme be continued, buying in individual support from Enterprise Lancashire.
- (2) That the existing grants for growth programme be continued.
- (3) That, when reallocating the balance of funding within the existing gearing up for growth programme, the graduate placement element retain only sufficient funding to meet current requests, including three graduates to be employed by the Council, and the balance be allocated to start-up and growth grants. Subsequently, the graduate placement element be discontinued.
- (4) That the funding availability in support of the annual 'Focus on Your Business Month' and 'Work Inspiration' event be noted.
- (5) That the availability of funding for the bi-annual business awards be noted and the organisers be made aware of the importance of hosting the event at a suitable venue within the Borough.

**REASON**

***The Gearing up for Growth programme is working effectively and is an asset in supporting the local economy and contributes to achieving the Council's Jobs and Growth Strategy. However, availability of funding going forward means it is not possible to continue to fund***

*the whole of the programme.*

## 5. APPLICATIONS FOR START-UP GRANTS

The Panel was provided with a project summary and an overview of the business with regard to the following applications for start-up grants. In reaching their decision, the members of the Panel considered the business plans for each business and received information on what the requested grant was to be spent on.

### (a) Denise Caffrey – Pendle Podiatry Clinic

Denise Caffrey had been self-employed for over 30 years producing soft furnishings and had recently qualified as a Podiatrist. Initially she intended to provide a domiciliary service and, once a customer base had been established she planned to convert her existing workspace into a clinic. The requested grant would help towards the cost of website development and the purchasing of equipment.

The project would create one full time job.

#### **AGREED**

That the application for a start-up grant be refused, but the applicant be encouraged to apply for a grant for growth at the appropriate time, when looking to expand the business.

#### **REASON**

***There are no new jobs being created as the applicant is already self-employed, therefore this business will not contribute to the Council's priorities of creating jobs and sustaining strong economic growth.***

### (b) David Holden – DH Training

David Holden was in the process of setting up DH Training which would provide first aid training to businesses, schools and organisations. The long term plan for the company was to provide first aid training for young people. The requested grant would help towards the cost of purchasing equipment.

The project would create one full time job.

#### **AGREED**

That the application for a start-up grant be refused.

#### **REASON**

***There is no evidence to indicate how the applicant will generate sufficient volume of business in a difficult market to make the training sessions viable. The business appears unsustainable.***

**(c) Sameera Khawar – Cool Couture**

Sameera Khawar wanted to convert a unit in Nelson into a couture business which would sell bespoke clothing whilst also offering tailoring and alteration services. The requested grant would help towards the cost of purchasing equipment.

The project would initially create one full time job, with the aim of creating an additional job for a tailor and shop floor assistant as the business grew.

**AGREED**

That a start-up grant of £1,969 be awarded to Sameera Khawar in support of Cool Couture, subject to the applicant seeking early advice from Enterprise Lancashire.

**REASON**

***The project will bring one vacant premises back into use. It will also contribute to the Council's priorities of creating jobs and sustaining strong economic growth.***

**(d) Imran Iqbal – CrowdZap Limited**

CrowdZap had been in the retail and development stages for the past 2 years and operated CrowdZap.com. Established in April 2015 CrowdZap.com was an online platform which allowed individuals or businesses to group together to bulk buy. The model enabled buyers to select their product and then gather enough support to get a bulk discount on the item. The requested grant was to purchase printing devices, advertising, developing the bespoke e-commerce element of the website and purchasing a visual display unit to assist with exhibitions and presentations.

The project had created one full time and one part time position. By December, 2015, Mr Iqbal also planned to recruit more staff to include website/marketing manager/developer and stock control and dispatch manager.

**AGREED**

That a decision on whether a grant be awarded to Imran Iqbal in support of CrowdZap Limited be deferred to the next meeting of the Panel.

**REASON**

***To allow for further information.***

**6. APPLICATIONS FOR GRANTS FOR GROWTH**

The Panel was provided with a project summary, including information on the background of the company with regard to the following applications –

**(a) Chunky Chicken (Nelson) Limited**

Chunky Chicken was an international fast food outlet operating in the UK, Canada and India. Chunky Chicken (Nelson) Limited was one of the franchised branches based in Nelson. The

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business had been established in 2012 and specialised in different variants of chicken and also stocked a small range of desserts, including ice creams and milkshakes.

The project was to develop the currently unused first floor into a dessert bar serving primarily gelato based products. Future plans for the business included supplying the gelatos produced in-house to trade customers. The requested grant was to purchase equipment.

The project would result in the creation of one managerial post, three semi-skilled posts and an additional seven part time unskilled posts.

### **AGREED**

That a decision on whether a grant be awarded to Chunky Chicken (Nelson) Limited be deferred to the next meeting of the Panel.

### **REASON**

*To allow for further information.*

#### **(b) JR Fit Limited**

JR Fit Limited had been established in October 2014 as a gym offering physiotherapy treatments and sports massages. JRR Fitness, which offered group gym sessions and personal training to gym users in addition to the usual gym services, was also run from the same unit in Barnoldswick.

Due to an increase in member numbers, and in order to attract new members, they were at a stage where they needed to invest heavily in new equipment.

The project would lead to the creation of one full time managerial job, one full time skilled job and an additional two skilled part time jobs.

### **AGREED**

That the application for a grant for growth be refused.

### **REASON**

*The level of investment against the gross value added does not represent a sound investment.*

#### **(c) TMR Supplies Limited**

TMR Supplies Limited was a fabrication and engineering company that manufactured stock cars and components. The company had been established in 2011 and had adopted various elements to their business models.

Currently, the machined component of manufacturing the fabricated parts was outsourced to a subcontractor. To enable the components to be produced in house the company planned to purchase a CNC Lathe. The machine would allow them to expand the range of products they produced and possibly produce components for other companies.

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As a result of the project, the company would create one full time skilled position and an additional part time skilled position.

### **AGREED**

That a grant of £5,000 be awarded to TMR Supplies Limited.

### **REASON**

***There is evidence to show that this is a growing company and this project will contribute to the Council's priorities of creating jobs and sustaining strong economic growth.***

## **7. GRADUATE PROGRAMME**

Hanna Latty presented the following requests for graduate placements –

### **(a) Carradice of Nelson**

*(Kevin Clark declared a personal interest in this application and therefore took no part in the discussion and abstained from voting.)*

Carradice bicycle bags had been designed and made in Nelson since 1932 and, in 2014, the company had won the Queen's Award for Enterprise. Carradice was seeking a graduate to provide marketing/design support for the launch of a new brand of recycled bags and the promotion of established heritage brand of cycling bags.

### **AGREED**

That this request for assistance from the Graduate Placement Scheme be approved.

### **REASON**

***The details of the placement indicate that the skills and training of a graduate registered on the Graduate Placement Scheme will be developed appropriately, to the benefit of both the graduate and the employer.***

### **(b) SGL Co-Packing Limited**

SGL Co-Packing Limited carried out the co-packing of confectionery and other fast moving consumer goods. They were seeking a graduate on a 12 month placement, with periods of experience in a number of different departments within the company. Ultimately, the company wanted to develop the graduate's skills and experience necessary to provide functional support to the management team in a range of matters.

### **AGREED**

That this request for assistance from the Graduate Placement Scheme be approved.

**REASON**

***The details of the placement indicate that the skills and training of a graduate registered on the Graduate Placement Scheme will be developed appropriately, to the benefit of both the graduate and the employer.***

**(c) Muslim Global Relief**

Muslim Global Relief was a charity that responded to emergencies and natural disasters. They helped people in a crisis, promoting sustainable economic and social development by working with local communities to eradicate poverty, illiteracy and disease around the world. They were seeking a graduate, based in Nelson with travel across the country, responsible for delivering charity administration. They would take a lead in planning, development and delivery of project services/procedures; updating systems; and presenting reports and analysis to management.

**AGREED**

That this request for assistance from the Graduate Placement Scheme be refused.

**REASON**

***The details of the placement indicate that the skills and training of a graduate registered on the Graduate Placement Scheme will not be developed appropriately.***

**(d) Pendle Hill Landscape Partnership, Forest of Bowland Area of Outstanding Natural Beauty (AONB)**

The Pendle Hill Landscape Partnership Scheme was a proposal to conserve and enhance the Pendle Hill area; to re-connect people with their landscape and their past; to safeguard the area's wildlife and heritage; and to improve people's access to this popular countryside area. A decision on a bid for funding to the Heritage Lottery was expected this autumn. The Graduate Apprentice would support the Development Officer if they got through the first round of funding.

**AGREED**

That this request for assistance from the Graduate Placement Scheme be refused.

**REASON**

***The placement is unlikely to create a permanent post, therefore failing to meet the objectives of the Graduate Placement Scheme.***

**8. APPLICATIONS CONSIDERED SINCE THE LAST MEETING**

The following applications had been considered since the last meeting of the Panel –

<b>Start-up Grants</b>			
<b>Business</b>	<b>Grant for</b>	<b>Grant amount</b>	<b>Decision made</b>
Barka Lounge Doggy Day Care	Equipment	£2,000	Granted

<b>Grants for Growth</b>			
<b>Business</b>	<b>Grant for</b>	<b>Grant amount</b>	<b>Decision made</b>
A H Interior (Nelson) Ltd	Premises Improvement	£9,000	Granted
Provincial Engineering	Premises Improvement	£2,506	Granted
Razamatraz	Machinery	£6,000	Granted

**9. TOWN CENTRE WI-FI UPDATE**

The Housing, Health and Economic Development Services Manager submitted a report which updated the Panel on issues that had arisen with the installation of Wi-Fi in Colne and Barnoldswick. This included an increase in the estimated costs for the project and the decision by Clannet, the company chosen to carry out the work, to withdraw from the project. The Panel was asked to consider whether they wished to pursue the project with a likelihood of increased costs and timescale.

**AGREED**

- (1) That the Housing, Health and Economic Development Services Manager be requested to undertake a new tendering process to find an alternative supplier for the provision of town centre Wi-Fi in Colne and Barnoldswick, with an additional request for costings for town centre Wi-Fi provision in Nelson.
- (2) That the results of the tendering process be reported to a future meeting of the Executive for consideration.

**REASON**

***To allow for further consideration.***

**10. DATE OF NEXT MEETING**

**AGREED**

That the next meeting of the Panel be held in six weeks' time.

CHAIRMAN \_\_\_\_\_