

Coast to Capital Growth Grant Appraisal Panel Meeting

Monday 25 February 2019

Arun House, Hurst Road, Horsham, RH12 2DN

Meeting Minutes

Panel Members:

Julie Kapsalis (JK) Chairman; Daren Rose (DR) Lloyds Bank; Frank Bouette (FB) EMW LLP; Gareth Sear (GS) University of Chichester; Gemma Warrenne (GWA) Metro Bank; Geoff Wightwick (GWI) RSM UK; Michele Augousti (MA) Institute of Directors Sussex; Richard Spofforth (RS) Kreston Reeves.

Observers:

Carli Foster (CF); Hannah Gosling (HG); Malcolm Brabon (MB); Marsha Robert (MR); Sophie Brown (SB) BDO Audit & Assurance.

Growth Grant Applicants:

Luke Mead (LM) LMS Computer Services; Graham Bush (GB) LMS Computer Services.

1. Welcome

1.1 JK welcomes the panel and facilitates introductions. SB from BDO explains she is conducting an external audit of the Growth Grant Programme and will be observing the meeting.

2. Tribute to Amanda Geel

2.1 MB paid tribute to the late Amanda Geel who was Coast to Capital Growth Grant Manager and vital to the successful delivery of the programme.

3. Declarations, Disclosures & Conflicts of Interest

3.1 GWI declared he reviewed the LMS expression of interest submission, but it was a high level review and was not scored. JK and GS declare they know Luke from the Chichester businesses community, but have never worked with him directly. JK confirmed there were no conflicts.

4. Growth Grant Programme Update

4.1 MB briefed the panel on the 2018-19 Growth Grant Programme and progress made to date. 14 businesses were invited to full application, 7 have been reviewed by a panel, 6 were approved and 1 declined. **This sentence has been redacted.**

5. LMS Computer Services Briefing and Panel Discussion

5.1 MB briefed the panel on LMS and their application process. **This sentence has been redacted.**

5.2 JK confirms that only panel members will score and the completed sheets will be collected by MR at the end of the meeting. JK invites the panel to discuss the LMS application. **This sentence has been redacted.**

6. LMS Growth Grant Presentation

6.1 LM is MD and Founder of LMS Computer Services, he delivered a 10 minute presentation on their Growth Grant application.

7. Panel Q&A – LMS

This item has been redacted.

8. Panel discussion and scoring – LMS

This item has been redacted.

DECISION: The panel awards LMS Computer Services Ltd a grant of up to £89,515.16.