

Burgess Hill

BUSINESS PARKS ASSOCIATION

Opening Remarks

In this issue we have a very wide range of short articles with links to a raft of funding and grants that your business may find interesting. Concluding this week's missive, you'll also find useful support from HMRC regarding travel expenses.

We open this issue with a policy announcement from BHBPA, laying out our approach to Equality Diversity and Inclusion.

In other news

We announce two more new members to our ranks - see below to read more about them.

And finally...

Burgess Hill Means Business - we already have nearly 50 stands booked. We will be promoting the event on More Radio and through a network of other business associations and local chambers to generate as much external footfall as possible.

With that in mind we are now going to keep the stand booking open until Monday 29th August, or until we fill the remaining spaces. Bookings are now subject to availability. Book now to avoid disappointment. [BOOK HERE](#)

The next newsletter will arrive on your mobile or desktop Friday 2nd September



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Policy Announcement

Equality, Diversity & Inclusion

The BHBPA is committed to embedding equality, diversity and inclusion (EDI) considerations in all aspects of our work, including policy development and employment practices.

EDI is more than policies, programmes or headcounts. An organisation with an inclusive culture is more likely to exceed financial targets, to be high performing, innovative and agile and to achieve business outcomes. Moreover, diverse and inclusive workplaces earn deeper

trust and more commitment from their employees.

Our aim will be to:

- Improve EDI outcomes for the members of BHBPA
- Build and maintain a diverse, culturally competent workforce
- Assist members to build and maintain work environments where there is dignity and mutual respect

The Equality Act 2010 prohibits businesses who provide services to the public (for payment or not) from discriminating against, harassing and victimising certain classes of persons. The Act also places an obligation on such businesses (referred to as 'service providers') to make reasonable adjustments for disabled people. BHBPA will use the Equality Act 2010 as a legal framework but will work to go beyond compliance to create an inclusive culture that acts against discrimination, harassment or victimisation. Protected characteristics as set out in the Equality Act are age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The BHBPA will work to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations
- Use positive action to overcome disadvantage and tackle under-representation

The terms and definitions used by the BHBPA are:

- **Equality** - Equality is about ensuring everybody has equal access to opportunities in line with their needs and protecting them from being treated differently or discriminated against because of their characteristics.
- **Diversity** - Diversity is about recognising and respecting the differences between people and groups of people and placing a positive value on those differences.
- **Inclusion** - Inclusion refers to an individual's experience within their workplace and in broader society and the extent to which they feel valued and included.



We have created a sub-committee to share experiences and best practice among our members. Meeting 2-3 times a year on teams. A number of members have already joined this group, typically 'People Managers' and the like. Find out more: richard.cox@bhbpa.co.uk

Department for International Trade

Discover how to access co-investment funding to grow your business overseas



The Department for International Trade (DIT) has launched the Internationalisation Fund for eligible SMEs based in England.



If you are an SME based in the South East of England looking to grow your international sales, apply today for this free virtual event to discover how this fund can help your business.

What is the Internationalisation Fund?

Launched in December 2020, the Internationalisation Fund provides match-funded grants between £1,000 and £9,000 to use for future business activities. (subject to eligibility and availability)

Why you should attend this event?

- Receive an overview of the Internationalisation Fund and the eligibility criteria
- What you can use the fund for to grow your business overseas
- What you need to prepare for your funding application
- How to submit your application and key deadlines

The next event for your diary

Date: 12 August 2022

Time: 10:00 - 11:00

[Register here](#)

Funding Innovation

Find out if you are eligible



The RISE research and innovation programme can help your business innovate and grow.

Grant funding, support and workshops for SMEs for R&D support on innovation projects available now www.rise-innovation.co.uk

Micro Business Grants

Thinking of starting a business or looking to expand or grow - apply for a Micro Business Grant up to £2,000

The District Council's 2022 Micro Business Grants scheme is currently open for applications. The Micro Business Grant scheme provides small growth grants of 50% match funding to

start-up and micro businesses (less than 10 employees) for projects to start and / or grow your business.

The Council recently awarded 7 grants totalling over £12,000, with the next round of applications to be reviewed at the Cabinet Grants Panel in August.

[Further details and online application - CLICK HERE](#)

Starting a business?

Free Support to Start and Grow your business is available via the BIPC.

Operating locally through the West Sussex library service, the range of support, free business events and resources is growing! Check out what is available in the local area here [Business & IP Centre Sussex](#)



Check out what is available in the local area here [Business & IP Centre Sussex](#)



Why Do We Need to Act?

Low Carbon Business in West Sussex

The Low Carbon Business in West Sussex YouTube video series aimed at Micro, Small and Medium-sized Enterprises (MSMEs) based in West Sussex is now live! Link here: [Low Carbon Business in West Sussex - YouTube](#)

The video series highlights the importance of the business transition to 'net zero and beyond', and could help ensure that 'no business is left behind' as our economy shifts to low carbon, by:

- providing a strong business case for climate action, brought to life through the voices – the inspiring insights - of the businesspeople featured
- showcasing some of our county's proactive 'green' businesses across sectors and geography, realising business benefits from climate action

- offering a personable introduction to the businesses and the local characters driving positive change
- demonstrating some of the practical steps that an SME could seek to take e.g., switching energy supplier, waste reduction, carbon calculation, carbon reduction plan, influencing supply chain, advocacy – to cover the widely felt challenges and opportunities of the low carbon economy
- promoting West Sussex as a county of green innovation and opportunity.

The Low Carbon Business in West Sussex video series, has been produced by Low Carbon Leaders and Neil Pringle Productions, jointly commissioned by the West Sussex County and District & Borough Councils, in support of a sustainable and prosperous local economy.

Community Solar Accelerator

Community Solar Accelerator is a European Regional Development Fund (ERDF), SME support project, delivered by Brighton Energy Co-op.



The project aims to support the shift towards a low carbon economy in the Coast to Capital region and beyond, by promoting solar PV & electric vehicle charging use in SMEs.

The next round of the Community Solar Accelerator Grants is now open, with funding up to £25k available. The ERDF funded grant will provide 40% (up to £25k) off the costs of solar PV arrays or solar PV arrays & electric vehicle charging points.

If you would like to find out if your organisations is eligible, register here <https://brightonenergy.org.uk/csa/> to submit an Expression of Interest or email CSAgrant@brightonenergy.org.uk

Introducing Net Zero 360

Free programme of support

The new Net Zero 360 offer from Clean Growth UK in collaboration with the University of Brighton is designed to give SMEs the confidence, knowledge, and access to innovation facilities they need to reach net-zero.

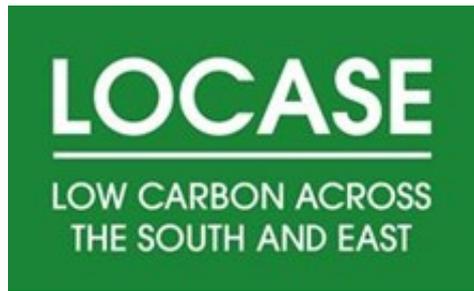
Net Zero 360 is FREE for SMEs and offers a package of support including: workshops to guide you through the steps to becoming a net-zero business, rigorous carbon calculator, action-planning support, access to university innovation expertise, facilities and support with funding your net-zero mission.



A pioneering, university-led innovation network of forward-thinking green businesses

Find out more here
<https://www.clean-growth.uk/net-zero-360/>

Grants available now to businesses in West Sussex



The Low Carbon Across the South and East (**LoCASE**) scheme provides businesses with grants of up to £10,000 to grow their business or make energy efficiency improvements.

Grant funding is available to March 2023. There are two types of grants.

- Business Development Grants available to SMEs offering low carbon (or "green") goods or services.
- Energy Efficiency grants are available to any SME. These grants cover renewable energy and energy efficiency projects.

Further information here <https://www.clean-growth.uk/locase-in-west-sussex/>

Burgess Hill Means Business 2022

Our list of exhibitor bookings is growing daily, don't miss out!

This event embraces the community spirit of our organisation, it's a chance to catch up with other local businesses and business people you know and it's a great networking opportunity.

We'll also produce a handsome brochure with all exhibitor details.

Do you just want a table with space for a pop up banner, or would you like to bring a larger back display? We need to know as soon as possible.

Closing date for booking a stand has been extended to Monday 29th August

Stands cost £100 for members - we will invoice later...but **BOOK NOW**



Our Headline Sponsor

Offering a discount for BHBPA members on their [YourWellnessHub](#) offering, which in itself offers, among many other benefits, a 25% discount on any gym membership
A great staff benefit

Media Partners

More Radio are our Media Partners for Burgess Hill Means Business.

They will be promoting the event prior to the big day, generating interest from around Mid Sussex to build up external footfall on the day.

Research shows that the more forms of media used in a campaign the higher the exposure of a product or service to market,



www.totalsensemedia.com

01444 620400

Sussex Media Centre, Unit 4 Regent Business Centre, Jubilee Road, Burgess Hill, RH15 9TL

We own More Radio / Sussex Living / Living with Disability / Social Media Management

thereby increasing and optimising sales. Radio, Print and Digital advertising are the most common media used, with one supporting the other.

By utilising TOTAL SENSE MEDIA'S 4 core brands we can deliver targeted multi-platform campaigns across Sussex, that work.

Our co sponsors

We'd also like to thank our two co-sponsors



Fresh Display

I'd like to offer **25% Discount** to all BHMB exhibitors on any display equipment required for the show, including design services if required.

Please find a link to our pdf catalogue;
[Fresh Display Core Collection 2022](#)

Here you'll find ideas for banner stands, pop-ups, fabric displays, lightboxes, printed tablecloths and counters and for outdoors, flags, branded gazebos, banner frames and pavement signs etc.

Please contact Steve Powell
steve@freshdisplay.co.uk
01444 246546



Preview

As suppliers of the BHBPAs website and email marketing, and as supporters of the BHBPAs for many years, Preview are proud to be one of the co-sponsors of this year's exhibition. With over 25 years industry experience Preview prides itself in delivering responsive website design and development, branding and creative marketing solutions.

Contact wes@preview.co.uk
01273 834434
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New Members

- BSE|FM
- Cafe2U

BSE|FM

BSE|FM are a dynamic company comprising of experts in all aspects of facilities management. We operate extensively throughout London and the South East from our Haywards Heath office anywhere within the UK from our regional offices.



Darren Coomber

An experienced leadership builds upon a team of qualified individuals which enables us to provide excellent all-round service including all aspects of facilities management, heating, ventilation and air conditioning from installation and servicing to maintaining your building systems. We are an NICEIC approved electrical contractor and can also offer PAT testing.

We are a customer centric organisation, working closely with our clients enables us to offer a unique service tailored to their specific needs. With a proactive approach to managing risk and the key challenges to any project, we are able to create effective symbiotic relationships with our end users, exceeding their expectations and giving them peace of mind.

Our company ethos is based around three key factors: 'Honesty, Integrity and Reliability'. Our focus is to continually deliver best performance and to provide environmentally friendly products for lower life cycle costs, reduced carbon consumption and comfort whilst maintaining the highest safety standards.

I look forward to meeting the other members of BHBPA to see how we can help you with your business needs, whether that is new air conditioning to help with the warmer days improving office ventilation or maintaining your existing equipment.



www.bsefm.com

Sussex office: 01444 390593

Cafe2U



Hi! I am Adam and I am the owner of the red Cafe2u coffee van, which you may have seen in and around the Victoria Industrial estate, and yes, I am the one who plays 'The Godfather' tune. If you haven't seen my van, and therefore not tried my coffee, then you will be amazed at what I can do from the back of a van. Flat White? Yes. Vanilla Latte? Yes. Oat Milk Cappuccino? Yes. Chai Latte? Yes. Hot Chocolate? Yes. A regular white coffee? Yes.

Since I started during the lockdown, my business has gone from strength to strength with lots of happy customers enjoying my premium coffees, made on site, daily. But not only that, I am getting even more companies & local schools contact me for regular 'staff treats' where they book me in for an hour or two to make drinks & provide treats for all their staff – a very cost-effective way to boost staff morale. This is particularly popular in the build up to Christmas, for which I am already taking bookings for!



I always have seasonal drinks e.g., Iced Coffees in the Summer and Gingerbread Lattes in the Winter and can cater for the non-coffee drinkers with fresh fruit smoothies, milkshakes & frappes. And it's not just about drinks as I also provide a range of hot food, quality sandwiches, salad / pasta bowls, sweet treats, and snacks. Like I said, you will be amazed at what I can fit into my van...

You all have a kettle but we all like a 'proper coffee' to get us through our working day. If you'd like me to start coming to your place of work, whether daily, occasionally or for a monthly treat, then please contact me on **07725 550085** / midsussex@uk.cafe2u.biz

Support from HMRC

Employee travel, mileage allowance and company vehicles



Whether your employees, including directors, are provided with a company vehicle or provide

their own for business purposes, join our live webinars to help you get it right.

Expenses and benefits for your employees – company cars, vans and fuel

If your employees or directors have private use of a company vehicle, this webinar covers the records you need to keep. We'll also show you how to use the online calculator to work out the amount to report for payrolling or on the P11D.

[Register here](#)

Expenses and benefits for your employees – travel

Find out about payments for employees using their own vehicle, travel and subsistence reimbursements and approved mileage allowance payments.

[Register here](#)

Taxing employees' benefits and expenses through your payroll

As well as explaining the benefits of payrolling, this webinar shows you how to register to tax your employees' benefits through your payroll and what happens once you've registered.

[Register here](#)

More information can also be found in our, ['Expenses and benefits from employment toolkit'](#).

All Upcoming BHBPA Events

Would you like to give a presentation at one of our general networking events?

We are always interested to hear from you if you have a 10-15 minute presentation covering a pertinent business topic. To discuss this in more detail contact richard.cox@bhbpa.co.uk

Tuesday 13th September 10.30-11.30

2nd Tuesday of the month Zoom networking. We are trying out a new time, there will be small breakout rooms for part of the hour and we will be discussing 'Tips for Networking'.

Friday 16th September 10.30-3.00pm

Burgess Hill Means Business - The Kings Centre

Please ALWAYS book our events on our website.

Whether it's an online event, or a site tour at one of our members, or a networking event at a venue. We need to know how many are attending. Spaces can sometimes be limited and we are finding increased demand. So book early!

[To Book Events - CLICK HERE](#)



The banner features the 'fresh DISPLAY' logo on the left, with 'fresh' in white and 'DISPLAY' in green. Below the logo are the services: 'Portable Displays | Exhibition Stands | Event Branding | Office Graphics | Design & Print | Signage'. In the center, the slogan 'Bringing your brand to life' is written in large white text. On the right, contact information is provided: 'freshdisplay.co.uk', '01447 246578', and 'sales@freshdisplay.co.uk'. A green leaf graphic is on the far right.

Closing Remarks

We want to hear from you

We are keen to hear your stories, awards won, apprenticeships completed, sustainability improvements, your involvement with local schools and all and everything going on in the various business parks around the town.

Let's celebrate your successes and achievements!

Deadline for copy each week is Thursday 3.00pm

Contact me directly - richard.cox@bhbpa.co.uk

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