

Park Life



...working together to build a strong business community

Produced in association with Sutton Winson AUTUMN 2015

A few words from the Chairman...

As we all return from our August break we tend to find increasing activity as we head towards Christmas.

This is apparent and borne out by increased traffic on the Park and as a consequence parking because even more of a challenge.

As we strive to raise the standard of Lancing Business Park for all our benefits it would be very helpful if we were all a little more considerate of other road and of course pavement users.

We are aware of one or two particular hot spots and I can assure you these are being addressed with the appropriate authorities.

On a more positive note we have just completed a very successful trial with a much better quality CCTV system, with

much , much quicker retrieval and memory capability in the Peter Road area.

This will now be rolled out across the Park as we disentangle ourselves from our existing contract with the current supplier. Interestingly it is also cheaper to purchase.

We continue to hear from people that they do not know what is going on , so please read our web site and join us for our free breakfast meeting.

Finally we have decided to appoint a warden to be our ears and eyes on the ground who will assist us with our attend to improve our communication to all on the Park.

Enjoy Autumn.

THE GREAT LANCING BUSINESS PARK BAKEOFF 2015

ENTER YOUR COMPANY'S BEST
BAKERS TO WIN!

£50 PER COMPANY
INCLUDES 1 SAVOURY, 1 SWEET & 2 KIDS ENTRIES
(EXTRA ENTRIES ALLOWED AT £25 EACH)

FRIDAY 30TH OCTOBER

TUK TUK KITCHEN,
AT PAULA ROSA MANHATTAN

2.30PM: BAKE DROP-OFF
3PM: JUDGING

4PM: WINNERS PRESENTATION AND TEA PARTY FOR ALL!

JUDGES: WINNER OF PROFESSIONAL MASTERCHEF STEVE EDWARDS, MP
TIM LOUGHTON + MYSTERY GUEST!

ALL PROCEEDS TO GO LBP CHOSEN CHARITY:



EVENT KINDLY SPONSORED BY



THE GREAT LANCING BUSINESS PARK BAKEOFF 2015

ENTRY FORM

COMPANY NAME: _____

CONTACT NAME: _____

TEL: _____

EMAIL: _____

ADDRESS: _____

ENTRY FEES ENCLOSED: _____

ENTRY FEES: £50 PER COMPANY ALLOWS 1 SAVOURY, 1 SWEET & 2 KIDS ENTRIES,
EXTRA ENTRIES ALLOWED AT £25 EACH (FEES PAYABLE IN CASH OR CHEQUE
PAYABLE TO WCHP)

JUDGES WILL BE CONSIDERING ORIGINALITY, TASTE AND PRESENTATION. ANY
ENTRIES SUSPECTED OF BEING PURCHASED RATHER THAN HOME MADE WILL BE
DISQUALIFIED!

PLEASE RETURN ALL FORMS & FEES TO PASANTE/FIZZ, 21 COMMERCE WAY BY 29TH
OCTOBER TO QUALIFY!

ON YOUR MARKS, GET SET, BAKE!

Are you a Director of a Company?

Do you understand your role and your responsibilities?

As a director of a limited company, you are subject to a number of requirements. For example, you must:

- Steward the company on behalf of the shareholders, using your skills, experience and judgment
- Follow the company's rules, contained in its Articles of Association
- Make decisions for the benefit of the company, even against your own interests
- Inform other directors if you might benefit personally from a transaction the company is involved in
- Keep and maintain company records, and report relevant changes to Companies House and HMRC
- Ensure that the company accounts are a "true and fair view" of the business' finances
- (if you are receiving an income from the company) register for Self-Assessment and send a personal Self-Assessment tax return every year

A breach of duties may result in a disqualification from acting as a director in the future. Some breaches may result in the director incurring personal liability.



Here are our Top Three Tips to help you fulfil your role as a company director – it's the 3Rs again, Review, Report, and React

- **Review the content of your company's Constitution:** the Articles of Association set out the rules governing how the company is to be run, including what the directors' powers and responsibilities are:

- The Articles of Association set out how decisions are to be made: for example, the procedures for calling board meeting and how many directors need to vote on any proposal

- **Report changes in the company to Companies House.** Filings need to be made with the Registrar of Companies (usually within 14 days) if:

- the company changes its Registered Office;
 - the company appoints or removes a director;
 - the contact of an existing director or company secretary are changed;
 - the company allots new shares;
 - the company changes its name;
 - the company has a charge registered against it;
 - the company satisfies a registered charge
- **React:** if you have any concerns regarding your role as a director, or would like assistance in keeping your company records and Companies House fully informed of changes

Please call Bennett Griffin on 01903 229999 for further information

Park talk

AUTUMN 2015

The Chairman and committee would like to extend a big welcome to all the new businesses that have recently taken up residence on the business park. Don't forget to sign up to our website where you will find companies offering discounts to other members and events that are being planned. You will also receive updates on what is going on in the business park.

- Are you able to offer a discount to other members on the business park?
- Would you like to advertise your business to encourage inter-park trading?
- Need a sign or an update on the wayfarer boards?

Breakfast Meetings

Several breakfast meetings have been held this year with great success and more and more new faces attending. The key purpose of these meetings are for business members to get to know each other and how they can help each other's businesses and offer discounts. Our next meeting is on Wednesday 16th December at 7.30am. Details will be sent out nearer the time. Free breakfast and interesting chat guaranteed!

Parking/Traffic Congestion

LBP Committee and Adur & Worthing Council are working hard to find a resolve for the inconsiderate parking and congestion issues. Traffic Enforcement Officers are on the business park on a daily basis issuing tickets and warning drivers. Please report any antisocial driving/parking through Operation Crackdown www.operationcrackdown.org It does work! Several cars have been removed and numerous ticketed. There have also been reports of abandoned/untaxed vehicles being stored in the WSCC car park in Marlborough Road and again the authorities are dealing with this.

Crime/Security After a successful trial of a new CCTV system it has been decided to upgrade the old cameras on the park.

We will eventually be installing extra cameras where members would benefit from extra coverage. Let us know if you would like your area considered being included in this on-going project.

There have been a few reports of incidents on the business park of smashed windows, broken fences and items stolen. If you have been the victim of any such incident please report to the Police and co-ordinator so that it is evidenced. LBP has a very low crime rate; however we need to report crime as statistics are based on incidents reported.

Warden/Ambassador LBP

You may notice over the next few months a 'person' walking around the business park checking on activity and hoping to iron out some of the problems around the park. They will be wearing an LBP high visibility jacket. They are working for our grounds maintenance contractor and after discussion was felt it would be advantageous to have a dedicated member of staff for LBP. Finally we have decided to appoint through our grounds maintenance contractor an ambassador/warden to be our ears and eyes on the ground who will assist us in our endeavours to improve communication to all on the business park.



STREET VELODROME

Under near perfect sunshine during August two companies from LBP sponsored the Street Velodrome, people were encouraged to have a go and there were a number of children's races before the competitive action on Sunday saw the races for amateur and professional riders. The velodrome was there for one weekend only and there were a number of stalls and entertainment for the crowds to enjoy. It's coming back next year and we are hoping to enter more teams from LBP. Watch this space and get cycling!



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Tapes & Conversions Ltd

Inspiring careers in Engineering



In June Parafix attended the Big Bang Fair South East, an interactive engineering and science event for 9-19 year olds that includes exciting engineering workshops, hands-on activities and science shows, all aimed at inspiring them to consider the varied opportunities and careers that studying Science, Technology, Engineering and Mathematics (STEM) subjects can open up to them.

7,000 children attended the event at the South of England Showground and we were there to demonstrate to them, the strength of adhesive tape as well as the range of other functions it can perform.

We had a range of items on our stand; including a 'jump box' that both children and adults enjoyed stamping and jumping on to see if they could break the bond of a VHB (very high bond) tape. The jump box took a hammering throughout the day but the adhesive tape survived – as we knew it would!

We had a very busy stand, visited by many children keen to see what we were sharing. We hope that we have inspired them to think about the way tapes can enhance the performance of the everyday things around us.

PARAFIX
Tapes & Conversions Ltd

Seevent Stars ran for their Life.....

We have all experienced loss in our life at some time or another, and most of us would have experienced the loss through cancer. In the UK today there are an estimated 2.5 million people who have been diagnosed with cancer, which is an increase of almost half a million in comparison to the previous five years. If we continue to increase at this rate by 2030 four million people could be living with this horrendous disease. A scary thought!! However, the proportion of people living longer after cancer is increasing, and the number of people alive and surviving more than 5 years from initial diagnosis is predicted to more than double between 2010 and 2030 to 2.7 million.

Although research and development has come a long way in treating this disease it takes a huge amount of funding, some of which we can help with? we can all play our part, whether we ride a bike for miles, climb a mountain, bake a cake or like 'The Seevent Stars' enter the Race for Life.....so on 21st June 2015 The Seevent Stars ran, walked and jogged all in the name of charity and against all odds and some trepidation we did it !!

Raising an amazing £1607.00 for Cancer Research in the process.



Reaching new heights

On Saturday 4th July 2015 three brave members of Team 5 Rings Max Laker, Louise Kidd, Chris Payne and LBP Co-ordinator Linda Stopp took part in a Charity Abseil down the beautiful cliffs at Peacehaven, Sussex.

They raised over £540 for Lancing Business Park Charity of the Year Worthing Churches Homeless Project. Well done !



Focus on: Retirement

What is a “Guaranteed Product” and how can it provide peace of mind?

With current stock market volatility taking over the financial news on a daily basis, many savers will have concerns as to what to do with their investments. Whilst the majority of investment experts will promote the “ride it out” message, those that are approaching retirement do not necessarily have this option. Those looking to buy an annuity should already be in lower risk funds where exposure to the stock markets are minimal. For those who want to remain invested in equities as they approach retirement and beyond, whilst still locking in a guaranteed income, there are now options to accommodate this.

There are four main areas to take into account when planning your retirement:

- How long will your money last? With life expectancy ever increasing, our money needs to go further.
- Markets will go up but they will also go down during turbulent times.
- Interest rate risks – We have had a relatively long period of low interest but expect these to rise at some stage.
- Inflation can have a serious effect on your buying power.

Depending on your personal circumstances, a Guaranteed Product could be a worthwhile option as part of your overall investment plan in preparing for your retirement.

A guaranteed product places some of your investment into a “guaranteed” pot, whilst the rest remains in other investments. This way you are protecting a portion of your savings, in order to guarantee an income throughout your retirement. A guaranteed product provides income certainty and flexibility, with a guaranteed minimum income for life that could go up, but will never go down. Imagine that for peace of mind.

One of the other major advantages, in contrast to an annuity, is the ability to pass your pension wealth onto loved ones, which many products on the current market don't have.

If you answer yes to any of the questions below, it could be beneficial to speak to your Independent Financial Adviser about how a guaranteed product could work for you.

- 1. Do you want a guaranteed income for life?**
- 2. Do you want your income to have the potential to increase?**
- 3. Do you want tax-efficient income?**
- 4. Do you want to leave any money left over in your investment/pension to your loved ones when you die?**
- 5. Do you want the flexibility of where to invest, but at the same time retain access to your money in case your circumstances change?**

For more information on Guaranteed Products, or indeed any other part of your financial portfolio, please contact **IEP Financial** on **01273 208813**, or **Karin.yardy@iepfinancial.co.uk** and we would be more than happy to provide more information.





The Stig returns to LBP!

Sussex Transport brought the Stig back for a makeover before going on a long journey to China. With thanks to FutureForm Modular Building Ltd for the use of their storage space.



Tenkay invests six figure sum for the future

Tenkay, the Lancing-based specialist electronics manufacturer, has installed a new state-of-the-art M20 component handling machine that is expected to increase significantly the company's capacity and capability.

Supplied by leading Japanese manufacturer I-Pulse – part of the giant Yamaha Motor Company – the new equipment was installed and became operational at the end of August. The M20 will greatly enhance Tenkay's component handling capability, expand feeder capacity and enable the company to handle more complex PCB assemblies.

Commenting on the new equipment, Tenkay's Managing Director, Steve Dixon, said: "This represents a considerable investment in new plant and equipment which will boost our placement capacity significantly. The machine's unique board handling range and flexibility means that we will be able to handle virtually any size of printed circuit board up to 1,480 x 510 mm accurately and efficiently."



"In terms of keeping us abreast of the latest technology, I am sure our six figure investment will prove to be worth every penny. It is not just a solution for today, but also for tomorrow."

He added: "We are obviously very excited about the possibilities going forward, but looking after our clients' needs remains, and will always remain, our number one priority."

Measuring 1.75 metres x 1.75 metres, the M20 has the ability to handle parts from 01005 up to 120 x 90mm, including 30mm

high parts, probably the best range in its class. The machine's wide range of available options and retro-fit capabilities will provide Tenkay with the ability to update and adapt in the future as necessary.



For further information, please contact:

Robert Doick, Operations Manager

01903 855464 or

Robert.doick@tenkay.co.uk

Podium Finishes for Fine Cut Boss



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2015 saw the triumphant return of Peter Tyler for his second year in the Radical sports car racing ladder. In 2014 the MD of Fine Cut made his race car debut in the 185bhp Radical SR-1, with a 0-60 in just 3.6 seconds, alongside others such as land speed record holder Andy Green and Olympian Sir Chris Hoy.

Peter rounded up this season with the last race presenting a chance to finish in 3rd overall and 1st in his class. Fine Cut's MD had to settle with an overall 5th and a 2nd in his 'Fangio' class (men of a certain... vintage) after an over exuberant final lap tap from 3rd place, took him from 2nd down to 5th.

It was an frustrating but extremely exciting conclusion to the season.



Out of a total 16 races (8 for each class), spanning tracks such as Brands GP, Snetterton 300, Oulton Park and Silverstone, he managed an impressive 9 podiums:

3 x 1sts
3 x 2nds
2 x 3rds

With a new championship being presented for SR-1 drivers in 2016, Peter will likely return to the track in his fluorescent SR-1 livery for another great season.

If you are interested in any sponsorship or a corporate days in the two seater, please feel free to get in contact to discuss further: **Peter: 01903 751666**
Peter@finecut.co.uk



Please pass this message onto your staff and colleagues.

The Duty Manager – Fire Station, Lancing Business Park would like to remind all those based on and visiting the business park that parking is not allowed at anytime in the Fire Station Car Park.

The Car Park must remain clear at all times to allow the despatch of the fire engines.

Would you like to be a retained fire-fighter in Lancing? We are looking for people that can respond to the station during the working day to attend fire calls. I would welcome the opportunity to meet with you or any interested companies so that we can discuss the benefits. Please contact **steve.crockett@westsussex.gov.uk**



Hampshire fire engine by deliaaqua24



...a business improvement district

Digiquip Group Limited

(Business Telecommunication Solutions)



won LG Systems Reseller of the Year for 2014

This year they have also launched iPECS UCP, Business Communications Platform: Users can use voice, video, instant messaging, conference calls and visual voicemail all on one simple and easy to use platform.

iPECS UCP at a glance:

- A software-based solution that will deliver 'any time, anywhere, any device' communications in a convenient all-in-one package.
- Aligns you with the latest in IP, SIP-based, industry-standard technology.
- Integrates seamlessly with analogue, digital and IP networks, and all industry-standard desktop applications and devices.
- Easy-to-use handsets and common interfaces, to eliminate complexity and give your communications a single, consistent identity.
- Provides the latest UC applications, like presence and web collaboration, to improve efficiency and give a rich user experience.
- An open design that makes it easy to scale and add new applications on-demand, such as web collaboration and video-conferencing.
- Centralised system management tools to maximise performance and streamline common tasks like adding a new user or setting-up a remote worker.
- Reduced costs through a simplified infrastructure, less complexity, and centralised management. Plus licence-based pricing means you only pay for what you want.
- Provides the highest levels of security, resilience, and reliability.

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Main Tel: **0844 499 4810**

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Monday 11am-9pm. Tuesday – Friday 9am-2pm.

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Our sandwiches and filled rolls are freshly made to order, using oven fresh bread rolls from our own bakery.

Our meats are from traceable stock, supplied by a local butcher, ham, chicken and beef are cooked on the premises.

Snacks and Light Meals

Jacket Potatoes

Salads

Corporate buffets and lunches available – price on request



Christmas Lunch

From **1st December 2015**

3 course lunch £12.95

Prawn cocktail / soup

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Coffee & Mints

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**MONTHLY
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Employee investment bears fruit

At Sutton Winson Insurance Brokers we have always encouraged talent from within the business, with roots going back over 50 years it is an ethos which continues to serve us well when it comes to retaining and attracting talented professionals.

We recently conducted a staff survey and found that:

- 94% of our employees feel that the opportunity to gain Chartered Insurance Institute (CII) qualifications strengthens loyalty to the company as it makes them feel valued.
- 92% of our employees believe that it builds credibility with our clients to discuss their needs with an accredited professional.

Recent years have seen an increased number of Sutton Winson staff engaging with the opportunity to gain professional qualifications, something which is both actively encouraged and paid for by the company. Our learning and development partners, Apex Consulting, were the very first training company to be accredited by the CII and have proven valuable mentors for numerous staff to attain chartered status under their expert guidance.

Since 2012; 53 members of Sutton Winson staff have been awarded Cert CII status, with 4 of these individuals having gone on to study at challenging Diploma level – successfully achieving Dip CII status as a result of their hard work.

An additional 13 employees registered as of July this year, an influx which we were advised doubled the number of DIP CII apprenticeships registered on the Diploma programme at that time.



Nurturing 'Home-Grown' Talent – We All Win

The expression 'home-grown' talent is not a term we use lightly at Sutton Winson, to us it does not mean simply 'hanging on' to staff for as long as possible (although our retention is rather good), we recognise that every committed employee has something valuable to offer the business.

Growing talent means exactly that; existing skills are strengthened and shared, new skills learned, new opportunities created and rewarding career paths carved out as a result. We find that employees who feel valued by the business tend to be the most dedicated ambassadors across the board.

Adopting this approach has enabled us to offer a first class client experience; additionally it has contributed towards earning us the Investors in People Silver Award, an achievement which we are immensely proud of.

What Does the Future Hold?

So now to the big question: What is the *return on investment* when it comes to Continuing Professional Development?

For us it begins *within* the organisation, without a dedicated team no business can expect to evolve into a sophisticated operation where there is pride in high standards of professionalism. Once these positive values and high standards are embedded in company culture, the offering to clients is enhanced and supportive of client retention as well as growth opportunities.

Ultimately if we are nurturing our employee's ambitions, providing an exceptional service to clients while being respected ambassadors for the industry in which we operate... then the return is of immeasurable value.

www.suttonwinson.com

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