



**APPLICATION FORM**  
**BARROW TOWN CENTRE BUSINESS PREMISES GRANT SCHEME 2018-2021**

The 2018-21 Business Premises Grant Scheme is a £25,000 fund designed to help small business in Barrow-in-Furness Town Centre. It is aimed at all properties which sit within the Barrow BID area and is open to all Barrow BID Members.

Grants are available for up to 50% of the cost of the scheme up to a maximum grant of £1,000.

Name of Business .....

Name of Applicant .....

Address of property .....

..... Postcode .....

Daytime telephone number ..... email address .....

No of employees ..... No of branches ..... Type of Business .....

I/we own the Premises YES / NO                      If leased please enclose a copy of the lease.

Description of proposed works .....

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Please enclose drawings/artwork for proposed designs, and a picture of how it looks now.  
If you have any relevant planning permissions/building regulation approvals, please attach.  
Where possible at least 2 Quotes for each element of the work to be undertaken and one must be from a Barrow based company.

I/We wish to apply for a Grant of £ ..... (maximum 50% of cost of works)

Signed ..... Date .....

Please return completed form to the Barrow Business Improvement District (BID)

by e-mail: [manager@barrowbid.co.uk](mailto:manager@barrowbid.co.uk)

by post: c/o Barrow BID Manager, JL Winder & Co, 125 Ramsden Square, Barrow-In-Furness, Cumbria, LA14 1XA

# Barrow BID BUSINESS PREMISES GRANT SCHEME 2018-21

## NOTES FOR GUIDANCE

High quality design is transformational. Please refer to Barrow Borough Council Supplementary Planning Guidance "Shop front and Advertisement Design November 2010"

[www.barrowbc.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=3974](http://www.barrowbc.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=3974) before submitting your application.

Shops and business fronts are important to the character of Barrow Town Centre. The design of business frontages is an important issue which can have a marked impact on the appearance of the street scene. Business fronts should be a positive element that provide vitality and add interest to the street rather than a negative one that detracts from its overall architectural character. A poorly designed shop front may also reflect badly on your business and affect trade.

This scheme is targeted at premises within the Barrow BID area where modest investment can yield maximum benefit. Grants can cover new windows, exterior treatment, painting, vinyls for windows, fascias, signage, lighting and canopies, but are only available to improve the principle trading elevation or elevations of the property. Security shutters and blinds will not be eligible.

## WHO CAN APPLY?

1. Members of Barrow BID who have properties in the Barrow BID area.
2. SMEs employing less than 50 people across all branches. Larger National chains are not eligible for the grant but should be encouraged to take pride in their premises and be role models for smaller independent stores.

## Eligibility Criteria

1. Units do not need to be occupied – property owners/developers can apply for grants to improve property on a speculative basis to sell or rent, however, if a property is sold within 12 months of the application offer date, then the grant must be paid back in full.
2. Applications can be from owner or tenant. Tenancy agreements must be valid for at least 12 months from the date of application and a copy of the lease must accompany the application form.
3. Scheme must be a business premises enhancement. Owners/occupiers of Listed buildings can apply to restore/retain features of architectural merit.
4. Projects must include an artist's impression or graphic design showing how the money is to be spent and all applications must comply with and embrace the spirit of Barrow Borough Council's Supplementary Planning Document Shop front and Advertisement Design November 2010:  
[www.barrowbc.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=3974](http://www.barrowbc.gov.uk/EasySiteWeb/GatewayLink.aspx?allId=3974)
5. Grants will cover exterior finish, windows, doors, signage and canopies on business elevation only. Shutters and blinds are not eligible for grants.
6. Properties which have previously had a shop front grant under the 2014 scheme are not eligible unless there is a new owner/tenant.
7. No retrospective applications permitted.
8. Applicants must be members of Barrow BID, for membership forms visit: [www.barrowbid.co.uk](http://www.barrowbid.co.uk)

## Grants

The applicant pays 50% of the cost of the approved scheme and Barrow BIDs 50% of approved expenditure up to a maximum of £1,000

### **Guidance on Planning Consent and Building Regulations**

It is the responsibility of the applicant to obtain any prior planning permissions or building regulations, and you should seek advice from the relevant department at the Town Hall – see below. Grant applications for unauthorised works will not be considered. Any fees incurred will be reimbursed as part of this grant.

### **Planning Considerations**

Planning permission is required for works that involve a change in the appearance of the shop front and it is important that early discussions are held with council planning officers in order to ascertain the suitability of your scheme. There is a formal development plan policy relating to shop fronts. However, the broad thrust of the Council's approach is to provide well designed shop fronts to match particular local circumstances. Tighter controls apply in conservation areas and for listed buildings.

### **Building Regulations**

Building Regulation Approval will only be needed for any work requiring structural alterations or changes to the shop front that would affect the means of escape or would alter the access provisions for people with disabilities. As the Building regulations are complex it is recommended that you have a chat with the Building Control Office at Barrow Borough Council.

### **Process**

Please complete the Shop Front Grant application form and Submit your design (you must have professional design input - this could be an architect, Designer, signage company) and submit quotations with 2 prices for the work with one a local Barrow company. This should include a before and after image of the property. Applicants must engage with the Council's planning department and, where necessary, apply for any planning consents or building regulation approvals. Your application will be acknowledged and your designs and quotations will be considered. *No work should commence until you are given written approval for the scheme.*

### **Clawback**

If your property is sold or the business closes within 12 months, grants must be repaid.

### **Appeals procedure**

If you are unhappy with the decision of the Grants panel you may lodge an objection within 28 days of the receipt of the notification. An appeals panel comprising the Bid Manager, Chairman of the BID Board and a member of Barrow Borough Council will assess your objection and offer recommendations to improve the application, reasons for declining it or overturn the previous decision. If you wish, you may make further submissions to the Appeals panel either in writing or by personal attendance.