

IRG - Annex 1

Terms and Conditions of an Independent Retailer Grant

- The business must be new to Andover or Romsey town centre.
- The business must be independently owned.
- The premises must have been vacant for a minimum of one calendar month; with no lease or licence in place.
- The date of the application must be no later than 8 weeks after the date that the business starts trading at its town centre location
- The business must be in Use Class E(a) (Shops), E(b) (Restaurants and Cafés), E(e) (Provision of medical or health services (except the use of premises attached to the residence of the consultant or practitioner)), or Class F2(a) (Community shop) or be a Sui Generis tattoo parlour, beautician, massage parlour or nail bar.
- Any planning/building control/licence or other necessary consent must be obtained.
- Grants will only be paid to business bank accounts.
- An Independent Retailer Grant (IRG) cannot be awarded as well as a Business Incentive Grant (BIG) for the same business.
- An applicant cannot apply for another IRG or BIG for a different business within 5 years of a first award.
- The first instalment of the grant will only be paid after the business has been operating in its town centre location for at least 3 months.
- The second instalment will be made after a minimum of 9 months of trading.
- The grant payments will be delayed if the business opens on a reduced rent agreement; in these circumstances the payments will not be made until the business has been successfully trading for a minimum of 6 months and 1 year.
- The applicant must contact the Council when the payments are due to arrange a Council visit and provide evidence of trading.
- If no contact has been made a year after grant approval, the grant offer will be withdrawn unless a delay has been agreed.
- Evidence of trading is required prior to payment of each grant instalment.
- The successful applicant must agree to meet with a Councillor or their representative when the first instalment of the grant is paid, and have a photograph taken for use in a press release and other promotional material by TVBC.
- A window sticker confirming funding by TVBC, must be displayed for a period of a minimum of 1 year after the first instalment of the grant has been paid.
- No activity which may be construed as radicalising or encouraging people into terrorism will be permitted to receive any grant. Should any allegation be received, or if the Council has reason to suspect noncompliance, the Council will investigate and may decide to cancel, modify or withdraw any offer or grant made to ensure compliance with the Counter-Terrorism and Security Act 2015.
- Businesses are not eligible for an IRG if receipt of the requested grant from the Council will exceed the Minimum Financial Assistance (MFA) threshold for the business as specified in section 36(1) of the Subsidy Control Act (2022). The total amount of 'Minimum Financial Assistance' (MFA) received

over a rolling period of three fiscal years should not exceed £315,000 per business at company group level (including the grant you are applying for).

- If awarded with an IRG, the business will be required to declare this funding in future applications for public funding over the following three fiscal years.

Data Protection

The Council is required by law to protect the public funds it administers and may share information provided in order to prevent or detect fraud.

Any personal data you supply on this application form will be used for purposes in connection with the grant scheme and to provide information or advice to support your business including the TVBC newsletter; it will not be transferred outside of the European Economic Area. Should you decide you do not wish to receive the TVBC newsletter, you can unsubscribe by clicking the unsubscribe option at the bottom of the newsletter. Further information on the Council's TVBC data protection policy can be found at [GDPR - General Data Protection Regulation | Test Valley Borough Council](#)