



Issue 6 MAR 2005

GATEWAY EVENTS

FREE Adur Gateway Networking Event – Selling Skills

Wed 23rd March 2005, 19:30 Start, Amsterdam Pub, Shoreham-by-Sea

“Most companies fail not in their attempts to be innovative or creative, in this country most of them fail because they undervalue the importance of professional selling”

Sir John Harvey Jones

An introduction into how to address some of the issues highlighted in the above statement by Robin Cheeseright of KSi. Based on interactive and practical example, the seminar will address:

- Definition of value selling
- Explore methods to help sell effectively
- How to resist price pressure

To book please email jaymini.rathod@sussexenterprise.co.uk

Visit www.adurgateway.co.uk events page for more information



FREE Adur Gateway Workshop – How to make your business website for you!

Wed 23rd March 2005, 9:30 – 16:30, Northbrook College Sussex, Worthing

A **FREE** half-day workshop on drawing visitors to your company website. This is a practical session where you will be analysing your own website and seeing how you can do things differently to help increase traffic.

Some topics, which will be addresses, are as follows:

- Importance of the Home Page
- How you can get your website to rise to the top of the search list
- Basics of good Web Design

To book please email jaymini.rathod@sussexenterprise.co.uk

Visit www.adurgateway.co.uk events page for more information



EXTERNAL EVENTS

UK TRADE & INVESTMENT

Thurs 10th March 2005, 09:00 – 16:00, Sussex Enterprise, Burgess Hill, £30

IMPORTING & EXPORTING – *Keeping you on track*

Business Link, in partnership with the HM Customs & Excise Support Team have developed a 1 day seminar workshop to help you understand the Customs & Excise requirements for international trading. The day will also include refreshments and a light buffet lunch

To book a place please email events.team@sussexenterprise.co.uk or call 01444 259 129



Please visit www.adurgateway.co.uk for more information on these events and many more. If you would like to talk to someone about your business please contact Christine Eccleston, Gateway Director on 01273 464867 or <mailto:christine.eccleston@sussexenterprise.co.uk>

BOGNOR REGIS & LITTLEHAMPTON BUSINESS PARTNERSHIPS

Tues 15th March 2005, 17:30, Millennium Chamber, The Manor House, Littlehampton

EMPLOYMENT LAW

Yvonne Warren from Wray People Management will lead the seminar and will focus on practical advice for businesses. The main areas to be covered will be:

- Employment Relations
- Fair & Unfair Dismissal
- Discrimination

This is a **FREE** seminar however booking a place is recommended. If you would like to attend please call **Miriam Nicholls** on **01903 713436**.



TENGO FAREWELL NETWORKING EVENT

Tues 15th March 2005, 19:00 Start, La Sirena Restaurant, 139-141 Montague Street, Worthing

A farewell-networking event for fellow net-workers of Tengo, open to all!

Please call **Karen Fabrizi** on **07810 717547** to book a place.

Cost: £20:00 per person (includes 2 course supper, coffee & drink on arrival)

Please note: there are limited places so **BOOKING IS ESSENTIAL** for this event.



MINDSHOP Business Improvement Club for 2005 – Growth Strategies

Thurs 17th March 2005, 17:00 Start, Hove

Mindshop's workshops are designed to give you practical, yet powerful tools to uplift your personal and business performance.

Venue: The Imperial Hotel, First Avenue, Hove (<http://www.imperial-hove.com/maps.htm>)

Cost: £30 plus VAT (there is no joining fee - people just pay each time they come)

Like a tree, a business is either growing or dying. However, we find that many businesses are not yet ready to grow. This workshop will provide you with a simple growth capability audit to highlight the key areas that your business may need to address before it embarks on a growth strategy. Then, using a case study, we will show you a number of powerful tools that you can use to plan your growth in a strategic way.

To book please contact **Paul Hopwood** paul@mindshop.co.uk



West Sussex Sustainable Business Partnership – SAVE ENERGY & MONEY

Fri 18th March 2005, 9:00 – 11:30, Spotlight Room, Hawth Theatre, Crawley

Climate change is happening and carbon emissions are the cause. Reducing emissions makes good business sense, saving money and enhancing your company's reputation. A practical event is to be held to help delegates understand the ways in which companies can save money.

Apart from having an energy fuelling breakfast, you will learn how your company can benefit from saving energy and money through government finance, free surveys and staff awareness. Expert help will be on hand to explain your energy bills, to check your after hours energy usage and that you are being charged in the right manner. This **FREE** event will be of benefit to any business wanting to save money on an easily manageable cost to keep ahead of competitors! Places are limited so book now!

Contact **Helen Davies** on **01243 756869** or Helen.davies@westsussex.gov.uk

Please visit www.adurgateway.co.uk for more information on these events and many more. If you would like to talk to someone about your business please contact Christine Eccleston, Gateway Director on 01273 464867 or <mailto:christine.eccleston@sussexenterprise.co.uk>

A Place at the Table – DEALING WITH GENDER DIVERSITY

Fri 8th April 2005, 10:30 – 16:30, The Conference Room, Community Base, Brighton

Dealing with Gender Diversity is a one-day workshop, which will clarify the frequently encountered issues and give solutions to possible problems.

Persia West has a lifetime of personal experience of the issues, has served as trustee of the Gender Trust and Spectrum, the Brighton and Hove Lesbian Gay Bisexual and Transgender Forum. She has been involved in training and public speaking for 25 years, and is founding partner of ***a place at the table***, which offer training and conferences in the field of greater inclusion in employment, specialising in Gender Issues.

For a registration form or more information contact info@aplaceatthetable.co.uk or phone **01273 243862**



Lloyds TSB Business – BUSINESS CLUBS UK

Mon 14th April 2005, 17:45 – 20:30, Alias Hotel, Brighton Marina, BN2 5WA

Make up to 60 Business Contacts in less than 3 hours!!! Places are now available now for the next Business Clubs UK facilitated networking event. Please bring along a good supply of your business cards and promotional material to put on display. There will be plenty for you to take away including a contact list of all those attending the event. A buffet will be served beforehand.

To reserve your place(s) email tony@bcuk.co.uk or visit www.bcuk.co.uk for more information.



THE SWAN GROUP

www.theswangroup.co.uk/events.asp

Mum's the Word – with Martin Searle Solicitors (FREE)

Fri 18th March 2005, 13:00 – 16:45, Sussex Innovation Centre, University of Sussex

The *Mum's the Word* training event will cover issues surrounding pregnancy and maternity leave including maternity rights during pregnancy, rights during maternity leave and maternity pay. It will also offer help and constructive advice concerning women's return to work including issues such as flexible hours, changes in terms and conditions, and pay and benefits.

Places on the *Mum's the Word* seminar are **FREE**. Delegates are asked to make a contribution of £20 to the Maternity Alliance.

Interested in attending?

Contact **Miranda Martin/Fiona Martin** on **01273 609911** or email fiona@ms-solicitors.co.uk



Sounds Positive?

Tues 22nd March 2005, 10:00 – 14:00, Shoreham Airport, West Sussex

Join us for a fantastic, fun and **FREE** session with Julie Schatzberger, voice coach. Helping you to present yourself in a more confident manner, and to find your 'business voice'. Followed by a light lunch and facilitated networking.

To book contact **Julie** on **01273 236143** or juju.schatzy@ntlworld.com



Please visit www.adurgateway.co.uk for more information on these events and many more. If you would like to talk to someone about your business please contact Christine Eccleston, Gateway Director on 01273 464867 or <mailto:christine.eccleston@sussexenterprise.co.uk>

Starting A Business?

Tues 29th March 2005, 10:00 – 14:00, Denton Island Children's Centre, Newhaven

A **FREE** workshop for women who would like to start a business or who are in the early stages. To book please email zoe@eventsteam.com or call **0845 644 2940**



Worthing Creative Conference

Fri 18th March 2005, Best Western Berkeley Hotel, Worthing

The first conference dedicated to creativity in Worthing - jointly organised by RAG and Worthing First, with a programme packed full of good advice for artists, makers, designers and other creators; some great networking opportunities; and much more.

Visit www.worthingbusinesscircle.org.uk for more information and how to book.



WORTHING BUSINESS CIRCLE

www.worthingbusinesscircle.org.uk

Breakfast Networking

Every Wednesday, 7:15am, Best Western Berkeley Hotel, Worthing, £8

To book please call **Steve Carroll** on **07786 034580**



The Enterprise Agency – Brighton, Hove & Lewes

Thurs 28th April 2005, 18:00 Start, Belgrave Hotel, Brighton Seafront, ONLY £5

Everyone welcome! Bring colleagues and friends for an excellent opportunity to meet new contacts and potential customers. Arrive at 6.00pm prompt for a Networking icebreaker and receive a complimentary glass of wine or soft drink.

There will then be a short presentation, followed by an opportunity to network. Please bring business cards - not only to take part in our business card prize draw - but also to promote your business. If you don't have a card, bring some promotional literature along instead and show case it on our table.

To reserve a place on the Networking evening, call now on **01273 666800**



A few website which may be of use to you...

INFOTRACE SERVICE

Business Information & Infotrace Service

<http://www.westsussex.gov.uk/content/libraries-and-archives/libraries/your-local-library/crawley.jsp?sectionNumber=8>

Booklist for Small Businesses (leaflet available in libraries)

<http://www.westsussex.gov.uk/librariesandarchives/libraries/yourlocallibrary/crawley/images/booklist2.pdf>



Checking Numbers on TPS (Telephone Preference Service)

The **TPS / FPS** regulations mean you cannot make an unsolicited 'phone call to just anyone you wish in the UK, nor can you send promotional faxes out to everyone with a fax number. People and companies not wishing to receive unsolicited calls can register with the Telephone and Fax Preference Services (TPS / FPS). If you subsequently call them, you risk a **£5000 fine**. You can check your numbers for **FREE!**

To find out more visit <http://marketingfile.com/cleandata/numbercheck/downloads.asp>

Please visit www.adurgateway.co.uk for more information on these events and many more. If you would like to talk to someone about your business please contact Christine Eccleston, Gateway Director on 01273 464867 or <mailto:christine.eccleston@sussexenterprise.co.uk>