



**Thetford Manufacturing Excellence Club Meeting**  
**Thursday 21<sup>st</sup> September at 14.45**  
**Keystone Innovation Centre, Croxton Road, Thetford, IP24 1JD**  
**(01842 766018)**

**AGENDA**

**14.45 Arrive & Register for Tour of Innovation Centre**

*Please arrive promptly and register at Reception for the tour of the new Keystone Innovation Centre. The Innovation Centre is an exciting new concept in business space for Thetford and the surrounding area. This visionary new building has been designed to meet a diverse range of commercial needs in a stylish and comfortable environment. From virtual offices to the major panoramic open plan top floor suite, all size requirements can be accommodated. The innovative floor layouts provide excellent facilities and networking zones where business can be generated in a top quality environment.*



**15.20 Keystone Innovation Centre Overview & Update on Keystone Development Trust current activities**

David Wilkin (Business Development Officer)

Tel: 01842 766018

Email: [david.wilkin@keystonetrust.org.uk](mailto:david.wilkin@keystonetrust.org.uk)

**15.35 Apologies Received & Minutes from 08<sup>th</sup> June 2006**

**15.40 Knowledge Transfer Partnerships - 'Funded projects enabling companies to utilise knowledge and expertise from Universities across the country'**

Laura Chellis (UEA - Knowledge Transfer Partnerships Coordinator)

Tel: 01603 591574

Email: [l.chellis@uea.ac.uk](mailto:l.chellis@uea.ac.uk)

*The KTP scheme enables large and small companies to access university expertise and apply it in their business. Projects last from 1 – 3 years and employ a recent graduate in the work place. Supervision is carried out jointly by the company and one or more academics. The projects attract support funding via the DTI of up to 50% per year. Average total project cost is £55K per annum. The rewards are significant with increases in turnover and new ways of working being just some of the outcomes. [www.ktponline.org.uk](http://www.ktponline.org.uk)*

**16.10 Www.JustJobsNorfolk.co.uk – 'Free advertising for jobs in September for the only dedicated Norfolk recruitment website'**

Helen Cannell (JustJobsNorfolk - Account Manager)

Tel: 07788723160

Email: [helen@justjobsnorfolk.co.uk](mailto:helen@justjobsnorfolk.co.uk)



*justjobsnorfolk can help you find the very best people to fill the vacancies in your business. When looking for a new job, most people want to stay close to home. justjobsnorfolk is the only recruitment website that features only Norfolk jobs. The site is updated every time a new vacancy is posted.*

**16.30 Purchasing Together – 'How to increase buying power and reduce costs'**

Matthew Roper (Buying Support Agency - Managing Director)

Tel: 0870 7049999

Email: [mroper@buyingsupport.co.uk](mailto:mroper@buyingsupport.co.uk)

*Smaller businesses are inherently disadvantaged in terms of their buying power, and if they don't challenge the status quo they are condemned to live with it. The only way they can boost their buying power is through joining a Buying Consortium. We explain the benefits of such an approach, how it works and offer free membership to the Buying Support Agency (BSA) Consortium to all Thetford Club members.*



**17.00 Rural Enterprise Valley – 'Cash grants for engineering and motorsport businesses in Breckland'**

Alastair Rhind (Rev Project Manager)

Tel: 01362 656263

Email: [alastair.rhind@breckland.gov.uk](mailto:alastair.rhind@breckland.gov.uk)

*The Rural Enterprise Valley project has started! This means the small business development grant scheme is now open for applications. Eligible businesses (information will be provided at the meeting) will be able to apply for a grant up to £3,000 (subject to conditions). Attending business will have the opportunity to discuss the criteria of the grant and collect application forms.*

**17.30 Any other business**

**17.45 Close & Date of next meeting – 23 November 2006**

