



Central Lancashire
Business Club

bringing local businesses together

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Impression



Newsletter

Issue 6, March 2008

THE NEXT MEETING

TUESDAY 7.45 for 8pm

4th March 2008

Leyland Redevelopment Plan and AGM

Members and guests alike are invited to see what Leyland has in store with their redevelopment Plan. Followed by our Clubs AGM.



UNTANGLING THE WEB

The February meeting of the Central Lancashire Business Club proved to be a very interesting and informative event. The event held on the 4th February took the form of a web workshop and was attended by 35 people, including 7 visiting companies from as far away as Bolton and Southport.

Presentations were given by Jon Neal from Totalscope IT solutions, who talked about the equipment and services that you need to establish a successful web presence, Lisa Thomason from Big Horse.co.uk and Dea Parkin of The Competitive Edge explained how to build an effective web site, Steve Ward of Ad-Options discussed how to successfully market your site and Ross Johnson from Thomas Cole Solutions showed how to achieve web optimisation. The presentations were followed by a lively question and answer session.

All the presentations were excellent and all those present gained a lot of useful knowledge which no doubt would help to improve everyone's web presence.

This event also provided the opportunity for visitors to experience the friendly atmosphere of a Central Lancashire Business Club meeting and a number of the visiting companies have already indicated that they will be joining.



Improve Your Spreadsheet Skills The Easy Way

Spreadsheets are now a vital business tool and it is clear that plenty of people now identify the need to improve their spreadsheet skills, whether to further their career or improve their life skills. They don't, however, want to, or have the time to attend formal classroom sessions nor do they feel confident enough to teach themselves.

This is why Inspire Spreadsheets, a spreadsheet training provider run by head trainer David Kevill, has developed an innovative way to improve your spreadsheet skills at your own pace but with as much support as you require. Courses have been developed for all levels; from complete beginners to advanced users. Each course consists of ten modules, issued at weekly intervals. Each week participants will be emailed the latest module, which includes a detailed guide of that week's subject along with some examples to work through plus the correct solutions to those answers.

You have the flexibility to work through that week's module at your own pace. It doesn't matter whether you complete it in the week or a month or however long, we will continue to offer support. You are not just sent the module and that's it, we offer email support should you encounter any problems or not fully understand what you are doing. We will continue to give you support until you feel comfortable with the subject, however long that takes.

The cost of each ten module package is normally £45. Just £4.50 per module! This compares very favourably with the cost of attending classroom sessions, but gives you the flexibility and unwavering ongoing support that these other sessions are unlikely to deliver. For anyone booking before 7th March 2008, a special rate of just £30 will be charged, just £3 per module!

"I know how useful spreadsheets are in business, and indeed in private life today and I am very keen to pass on the skills I have acquired over almost 30 years of using spreadsheets. Most people are amazed at what can be done with spreadsheets and how easy it is to use the more advanced functions, functions they usually do not know exist. This is a genuine offer to teach people how to use spreadsheets to the full and to support them through the learning process."

(David Kevill, CEO Inspire Spreadsheets)

"After reading various articles, Inspire Spreadsheets' stood out because of the language used in explaining vlookup. It was very clear and concise. Also Inspire provided contact details and answered my requests for help very quickly. It was really a lifesaver for me." (One of Our Very Satisfied Customers)

To book your place on the next session of training please contact david@kevill.co.uk

Next session is 7th March 2008

FREE QUALIFICATIONS WITH LANCASHIRE COLLEGE

Lancashire College in Chorley has secured funding to provide free National Vocational Qualifications (NVQs) to adults across Lancashire as part of Lancashire County Council's Lancashire Adult Learning service.

The qualifications are free to employees over the age of 19, working in retail, customer service, business administration or IT focused roles, who do not already have a level 2 qualification (a previous level 2 NVQ or 5 GCSEs at A*-C). With funding provided by the government Train to Gain initiative, the college is working closely with local businesses to give employees the chance to gain a nationally recognised qualification which is specific to their own job role. While the employee obviously benefits by receiving a free qualification, the business can also expect to see benefits such as greater productivity and increased job satisfaction. Louise Smith, aged 35 from Coppull, works as an administrator at Southlands High School, Chorley, and recently completed an ITQ. A colleague in the school told her about ITQ, which is an NVQ for employees who use IT in the workplace. Louise missed out on gaining qualifications previously and was able to enrol on the NVQ for free through Train to Gain. Louise found the qualification to be really flexible, allowing her to work at her own pace at times that suited her schedule. Her assessor, Kay Ellis, came to visit her at work, and when work was busy she could call in to the college instead. She also provided regular support by email and phone. Kay helped Louise to pick units that best matched her job, included spreadsheets, word processing, presentations and artwork and imaging. She even learned some new skills that helped her to save time.

Louise said "Because my NVQ is in IT, I could upload evidence to Kay via the Internet, which I didn't know how to do before. Kay is a tutor as well as an assessor and she identified where I had gaps in my knowledge and provided training where I needed it. I learnt lots of new skills, including how to use a digital camera to include photos in presentations. I also learnt how to do things a different way when using a computer, I'd only used one way before but now I know many ways to perform tasks.

She added "I really enjoyed doing my NVQ and have found it straightforward. I would recommend anyone to do it. It's great to have the opportunity to get a qualification for free."

For more information about NVQs, please contact Dawn Vickers or Debs Bradshaw at Lancashire College on 01257 276719.

The Christmas dinner was held at Leyland Golf Club and was attended by 36 members and guests. An excellent four course meal in the Greenery Restaurant was followed by some festive fun and a quiz organised by Vice-Chairman Steve Ward. Santa Steve rounded off the evening with seasonal promotional gifts for all from the BusinessGiftUK.com collection. Business Club Chairman David Kevill thanked Steve and wife Ann for all thier hard work in putting the successful evening together.



ANOTHER GOOD YEAR FOR YOUR CLUB

As I approach the end of my second year as Chairman it is again time to reflect on the last 12 months. A period that saw a major change for the club with a change of name from Chorley & South Ribble Business Club to the Central Lancashire Business Club. Our new name reflects more accurately the area from which we draw our members.

We took the opportunity to combine our name change with a brand new image for the club. Thanks to Lisa for all her work in designing what is, I am sure you will agree, a fresh and modern look for the club.

The year saw a very welcome increase in articles being submitted for the newsletter for which I would like to thank all of you who took the time to write articles, please continue to do so as it makes the newsletter so much more interesting, and don't forget that it is free publicity for your business.

We continued to steadily gain new members throughout the year but not at the rate we hoped our new image and name would achieve. I would like to thank Dea Parkin for her help recently in gaining media publicity for the club, which brought a large increase in the numbers attending the February meeting. All visitors liked what they saw and I am sure that if we can get people through the door, the majority will join. Please do your best to spread the word about the Central Lancashire Business Club.

Despite a good program of speakers through the year, members attending our meetings declined slightly during the summer / autumn period although we maintain a healthy level of regulars. I would like to briefly review the year's activities and my thanks go to everyone who has been involved in any way organising these activities.

March 2007 saw our AGM followed by a very entertaining presentation by Chris Maguire, editor of the Chorley Guardian. In April we were entertained by the magic of Alan Coventry of AC Entertainments. The sight of members plate spinning still clearly remains.

This was followed in May by Eamon Watson of the Best of Preston who covered Google Search Optimisation and at the June meeting South Ribble Borough Council told us how to create an effective disaster plan.

July brought two events with a difference. First of all we held a charity casino night in aid of Mary's Prayer. Thank you to everyone who helped to make this event a success. Later in July many of our members attended the annual, almost, Power Boating. A special thanks must go to Keith for yet again organising this event. I would have loved to take part, honestly, but a broken foot put paid to that.

After our summer break, meetings resumed in September when we were forced into a late change due to the unavailability of the planned speaker. I repeated my workshop on Excel Filters and my son Alex gave an account of his time merchandising cheese in New York.

In October Donna Hall, Chief Executive of Chorley Borough Council found time in her very busy schedule to give a very enjoyable and informative talk on the workings of a local council and November saw the ever popular wine tasting presented by Brian Wilding. Once again thanks Brian for a

very enjoyable, informative and refreshing evening. See you next year!

December brought our members' presentation evening, when a number of the club members gave 15 minute presentations on their business. This year presentations were given by Paul Ainsworth of Ox Systems, Martyn Tyrer of BBTV, Leigh Keen of Tyres to You and Carol Lumsden who talked about alternative therapies. Thanks to all the presenters for an excellent evening. Also in December we had our Christmas Dinner. The high numbers attending this event necessitated a change of venue to Leyland Golf Club, which proved to be an excellent venue. I must thank Steve and Ann Ward for, as always, turning a dinner into an event to be remembered, their time and effort really is appreciated. Our annual ten pin bowling challenge was once again held in January at Mega Bowl in Walton le Dale. Thanks to Phil for successfully organising this event again and to Steve for providing the prizes. Finally February's meeting took the form of a web workshop when presentations were given by Jon Neal from Totalscope IT solutions, who talked about the equipment and services that you need to establish a successful web presence, Lisa Thomason from Big Horse.co.uk and Dea Parkin of The Creative Edge explained how to build an effective web site, Steve Ward of Ad-Options discussed how to successfully market your site and Ross Johnson from Thomas Cole Solutions showed how to achieve web optimisation. The presentations were followed by a lively question and answer session. This event was attended by 35 people, including 7 visiting companies from as far away as Bolton and Southport. Thank you to all who gave their time to present.

So the end of another successful year for your club. Although I have thanked a number of people during this review there are many more who have played equally important parts in ensuring the success of this club and my thanks go to them. We are an organisation many other areas would like to duplicate. Indeed I was recently contacted by Blackpool Council who wish to start a business club in their area and they will be attending our March meeting to see how we operate.

What does the future hold, who knows, but with your input and support I know we are heading for another successful year.





COMMITTEE CONTACTS

committee 2007-2008

Chairman - David Kevill

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Newsletter & Website - Lisa Thomason

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THANKS TO DEA

Following the club's name change of image we now intend to try and spread the word about the benefits of club membership by gaining media publicity throughout Central Lancashire. Club member Dea Parkin of The Competitive Edge has kindly offered to provide her expert assistance in this respect and there is no doubt that her experience and media contacts will prove very beneficial.

Dea worked hard to gain us publicity for our February meeting and she was very successful as shown by the meeting being attended by 7 visiting companies from as far afield as Bolton and Southport. She is continuing to work on the club's behalf and all of us would like to thank her very much for all her help and for finding the time in her busy life to work on the club's behalf.



WELCOME TO NEW MEMBERS

Kate Harrott
of **Adrian O'Donoghue Partners**
Window Blinds

Anne Wray
Anne Wray Independent Financial Advisors
www.annewray.co.uk
Financial/Mortgage Advisors

Elaine Rimmer
of **Preston Moneyline**
www.prestonmoneyline.co.uk
Community Development Finance Initiative



BOWLING NIGHT 2008

Over 30 members and friends enjoyed a night at 10 Pin in January. A team of club members, lead by Chairman David Kevill, beat off competition from BusinessGiftUK.com, Thomas Cole Solutions and two teams from the Business Venture Group. David also picked up the leading mens score prize and Yvonne Lancaster was the leading lady. Thanks to Yvonne's husband Phil, of Euxton Lock Services & Signs, for once again organising the event.



BUSINESS VENTURE
TEAMS



TOP SCORING LADY



TOP SCORING MALE



WINNING TEAM

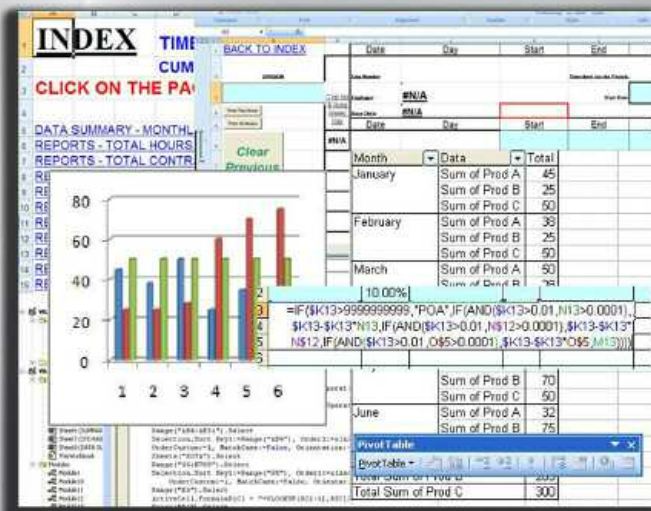


INSPIRE

SPREADSHEETS
TRAINING & DESIGN

Improving Your Spreadsheet Skills The Easy & Effective Way

Almost everyone uses spreadsheets but very few use them to the full potential.



Beginner Courses Include: Cells & Ranges, Formatting, Sorting, Autofill, Page Set Up and much more.

Advanced Courses Include: Filters, Vlookup, Hlookup, Conditional Formatting, Macros, Sumif and much more.

- * Household Budgeting
- * Share Trading
- * CD/Video Library
- * Stock Control
- * Payroll & Time sheets
- * Price Lists
- * Customer Database...

Genuine client comment, "After reading various articles, yours stood out because of the language you used in explaining vlookup, very clear and concise. Also you provided contact details and answered my request for help very quickly. It was really a lifesaver for me."

For further details please email: training@inspirespreadsheets.co.uk
Or visit our website: www.inspirespreadsheets.co.uk/

Next courses commence early March 2008

Improve your spreadsheet skills by learning at home, at your own pace, but **WITH FULL SUPPORT**

Courses for **BEGINNER** to **ADVANCED** users

SPECIAL OFFER
Ten Sessions for Just £30
Only **£3 per week**
(for bookings made before 7th March 2008)

