



Seaford Town Council

To the Members of the Seaford Head Golf Course Committee

A meeting of the **Seaford Head Golf Course Committee** will be held in the **Council Chamber, 37 Church Street, Seaford, on Tuesday, 5 March 2013, at 7.00 pm** which you are summoned to attend.

S J Shippen
Town Clerk
27 February 2013

Agenda

1. Apologies for absence - Declaration of Substitute Members.

2. Minutes

To approve the minutes of the meeting held on 4 December 2012.

3. Disclosure by members of any pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

4. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 1 and Seaford Town Council Policy.

5. Finance Report

To consider report 175/12 regarding the financial position for the period 1 April 2012 to 31 January 2013 (pages 3 to 5).

6. Golf Course Income Report

To consider report 176/12 showing the ticket sales and income for the period 1 April 2012 to 31 January 2013, (pages 7 to 11).

7. Golf Professional's Report

To consider report 177/12 giving an update on Golf Course related matters (pages 13 to 15).

8. Golf Course Maintenance

To consider report 178/12 informing of the maintenance undertaken over the last 3 months (pages 17 to 19).

9. New Golf Clubhouse Update

To consider report 180/12 advising on the current position with the new golf clubhouse construction (pages 21 to 22).

10. Request for a reduced Season Ticket renewal fee

To consider report 181/12 concerning a request to grant a reduced fee to renew a Season ticket (pages 23 to 24).

11. Exclusion of Press and Public

The Chairman will move that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussions on item 12 on the agenda as the matters concern business information

12. Golf Professional Retainer

To consider report 179/12 concerning the Golf Professional Retainer (pages E25 to E27)

**For further information about items appearing on this Agenda please contact:-
Mrs S. J. Shippen, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG.
Telephone 01323 894870.**

**Circulation
Committee:**

Councillor I J White (Chairman), Councillor T Goodman (Vice Chairman)
Councillors S Adeniji, R E Allen, P L Franklin, S J Gauntlett, B Groves,
L Wallraven (Ex-officio) and A White.
Richard Andrews & Dave Stanyard, Seaford Head Golf Club,
Fraser Morley, Professional.

For information:

Councillors M F Brown, B Burfield, A Campbell, S Dunn, A Hayder, P Heseltine, A Latham,
S E McStravick, R Scarfe and B M Warren.



Seaford Town Council

Report 175/12

Agenda Item No: 5
Committee: Golf Course
Date: 5 March 2013
Title: Golf Course Finance Report 1 April 2012 to 31 January 2013
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To inform on the financial position to 31 March 2013

Recommendations

You are recommended:

- 1. To note the contents of this report**
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1. Information

- 1.1** The statement detailing income & expenditure for the period 1 April 2012 to 31 January 2013 compared to the projected outturn for the year, approved by Council on 17 January 2013 is attached at Appendix A. The original budget for the year is also included for reference.
- 1.2** The main variances are explained as follows:
 - (a)** Golfing income at 31 January is currently £29,291 less than the projected outturn for the year. It is extremely unlikely that this amount will be achieved in the remaining 2 months of the year. This is a result of the continuing bad weather.
 - (b)** Advertising Income (a/c 1100) a request to place a board is being processed and the Professional is exploring new opportunities to try and expand this income stream. Also we have not yet had to reprint the score cards which will also generate advertising income.
 - (c)** Golf Course player costs (a/c 4045) are £1,600 less than projected, scorecards have not had to be reprinted so far this year.
 - (d)** Cleaning (a/c 4201) has only been invoiced to end of September.


2. Financial Appraisal

There are no direct financial implications as a result of this report.

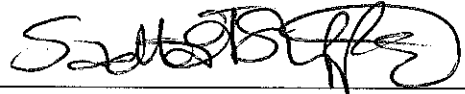
3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk



| Account Number | | 2012-13 Original Budget | 2012-13 Actual to 31/01/2013 | 2012-13 Projected Outturn | 2012-13 Remaining Balance |
|--------------------------------|--|-------------------------------|------------------------------------|---------------------------------|---------------------------------|
| Cost Centre 101 | | | | | |
| 4000 | Salaries & Wages | 78,004 | 63,406 | 77,569 | 14,163 |
| 4001 | Employers NI | 5,661 | 3,876 | 5,142 | 1,266 |
| 4002 | Employers Superannuation | 12,964 | 10,803 | 12,964 | 2,161 |
| 4010 | Staff Training | 800 | 0 | 0 | 0 |
| 4011 | Staff Protective Clothing | 700 | 630 | 700 | 70 |
| 4040 | Golf Professional Commission | 0 | 0 | 0 | 0 |
| 4041 | Golf Professional Retainer | 35,000 | 29,167 | 35,000 | 5,833 |
| 4045 | Golf Course Player Costs | 2,290 | 690 | 2,290 | 1,600 |
| 4051 | Rates | 1,825 | 1,790 | 1,790 | 0 |
| 4052 | Water & Sewerage | 8,976 | 22,033 | 22,992 | 959 |
| 4055 | Electricity | 6,250 | 3,005 | 5,695 | 2,690 |
| 4056 | Gas | 4,088 | 1,997 | 3,531 | 1,534 |
| 4060 | Refuse | 320 | 301 | 301 | 0 |
| 4100 | Telecommunications | 320 | 231 | 320 | 89 |
| 4015 | Postage | 320 | 121 | 320 | 199 |
| 4106 | Stationery | 50 | 0 | 50 | 50 |
| 4110 | Advertising & Publicity | 3,000 | 2,701 | 3,000 | 299 |
| 4113 | Computer Support | 285 | 115 | 285 | 170 |
| 4114 | Licence Fee | 75 | 75 | 75 | 0 |
| 4115 | Insurance | 9,850 | 10,009 | 10,009 | 0 |
| 4155 | Professional Fees | 0 | 0 | 2,500 | 2,500 |
| 4156 | Bank Charges | 1,975 | 1,641 | 2,103 | 462 |
| 4199 | Other Expenditure | 250 | 124 | 250 | 126 |
| 4201 | Cleaning | 6,250 | 2,827 | 6,250 | 3,423 |
| 4250 | Public Seating | 0 | 0 | 0 | 0 |
| 4251 | Dog Bin Emptying | 1,050 | 890 | 890 | 0 |
| 4252 | Litter & Dog Bin Pch & Maintenance | 0 | 0 | 0 | 0 |
| 4261 | Grounds Maintenance Non Contract | 26,890 | 26,046 | 26,890 | 844 |
| 4270 | Vehicle & Equipment Maintenance | 13,700 | 11,809 | 13,700 | 1,891 |
| 4271 | Vehicle & Equipment Lease | 20,996 | 20,996 | 20,996 | 0 |
| 4272 | Equipment Purchase | 15,000 | 0 | 15,000 | 15,000 |
| 4274 | Projects Expenditure | 0 | 0 | 0 | 0 |
| 4275 | Building Maintenance | 1,500 | 45 | 250 | 205 |
| 4301 | Public Works Loan Payment | 41,351 | 0 | 0 | 0 |
| 4277 | New Clubhouse | 0 | 55,825 | 59,755 | 3,930 |
| Golf Course Expenditure | | 299,740 | 271,153 | 330,617 | 59,464 |
| 1000 | Golf Course Season Ticket | 155,120 | 151,788 | 152,887 | 1,099 |
| 1001 | Golf Course Green Fees Mid week | 62,510 | 42,664 | 58,541 | 15,877 |
| 1002 | Golf Course Green Fees w/end b/holiday | 63,700 | 42,113 | 56,251 | 14,138 |
| 1003 | Golf Course Specials | 37,300 | 36,068 | 34,261 | -1,807 |
| 1004 | Golf Course Locker | 2,125 | 2,039 | 2,039 | 0 |
| 1005 | Golf Course Credit Card Charge | 160 | 162 | 146 | -16 |
| 1007 | Golf Course Air Traffic Control | 5,000 | 5,000 | 5,000 | 0 |
| 1008 | Golf Course LDC Contribution | 0 | 0 | 0 | 0 |
| 1009 | Golf Course Other Income | 0 | 0 | 0 | 0 |
| 1010 | Asset Sale/Part Exchange Value | 0 | 0 | 0 | 0 |
| 1050 | Income Rent | 6,250 | 4,688 | 4,688 | 0 |
| 1051 | Income Insurance Recharge | 735 | 393 | 551 | 158 |
| 1054 | Income Other | 100 | 1,307 | 1,307 | 0 |
| 1055 | Income Seating | 0 | 0 | 0 | 0 |
| 1057 | Income Electricity Recharge | 1,250 | 600 | 1,139 | 539 |
| 1063 | Income Gas Recharge | 2,044 | 998 | 1,765 | 767 |
| 1100 | Income Advertising | 1,550 | 0 | 1,550 | 1,550 |
| Golf Course Income | | 337,844 | 287,820 | 320,125 | 32,305 |
| Net Income | | -38,104 | -16,667 | 10,492 | 27,159 |

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Seaford Town Council

Report 176/12

Agenda Item No: 6
Committee: Golf Course
Date: 5 March 2013
Title: Golf Course Income Report
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To inform members of the Golf Course income.

Recommendations

You are recommended:

1. To note the contents of this report.
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1. Information

- 1.1 The summary, attached at Appendix A, shows the number of ticket sales and income for each category for the period 1 April 2012 to 31 January 2013.
- 1.2 The summary attached as Appendix B, shows the tickets sales comparison for the periods 1 April to 31 January for 2012/13, 2011/12, 2010/11 and 2009/10.

2. Financial Appraisal

There are no direct financial implications arising out of this report

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager

Town Clerk

| | August | | September | | October | | November | | December | | January | | Total YTD | | | |
|------------------------|------------|-----------|------------|-----------|------------|----------|------------|-----------|------------|----------|------------|----------|------------|----------|----------|------|
| | Gross £ | Net £ | Gross £ | Net £ | Gross £ | Net £ | Gross £ | Net £ | Gross £ | Net £ | Gross £ | Net £ | Gross £ | Net £ | Nos. | |
| Locker | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2427.52 | 2022.93 | 49 | |
| M/Week T/Light | 2548.00 | 2123.33 | 1481.00 | 1234.17 | 106 | 83.33 | 16 | 196.00 | 163.33 | 14 | 28.00 | 23.33 | 10483.00 | 8735.83 | 764 | |
| M/Week Con Day | 300.00 | 250.00 | 100.00 | 83.33 | 4 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 1025.00 | 854.17 | 41 | |
| M/Week Adult Day | 690.00 | 575.00 | 300.00 | 250.00 | 10 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 1760.00 | 1466.87 | 59 | |
| M/Week Junior | 290.00 | 241.67 | 40.00 | 33.33 | 4 | 0.00 | 0 | 50.00 | 41.67 | 5 | 10.00 | 8.33 | 642.00 | 535.00 | 64 | |
| M/Week Con | 3248.00 | 2706.67 | 2785.00 | 2320.83 | 174 | 1904.00 | 1586.67 | 119 | 1360.00 | 1133.33 | 85 | 448.00 | 373.33 | 18493.00 | 15410.33 | 1158 |
| M/Week Adult | 3560.00 | 2983.33 | 179 | 2805.00 | 237.50 | 140 | 1660.00 | 1383.33 | 83 | 900.00 | 45 | 560.00 | 466.67 | 20445.00 | 17037.50 | 1022 |
| Locker (Small) | 18.75 | 15.63 | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 18.75 | 15.63 | 1 | |
| Week End T/Light | 1309.00 | 1090.33 | 77 | 918.00 | 765.00 | 54 | 884.00 | 736.67 | 52 | 614.00 | 511.67 | 36 | 170.00 | 141.67 | 10 | |
| Week End Con | 627.00 | 522.50 | 33 | 1229.00 | 1024.17 | 65 | 741.00 | 617.50 | 39 | 152.00 | 126.67 | 8 | 323.00 | 289.17 | 17 | |
| W/End Adt Day | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 380.00 | 316.87 | 11 | |
| W/End Day Con | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 56.00 | 46.67 | 2 | 0.00 | 0.00 | 0.00 | 778.00 | 648.33 | 28 | |
| Week End Adult | 5975.00 | 4979.17 | 239 | 3825.00 | 3187.50 | 153 | 2800.00 | 2333.33 | 112 | 1375.00 | 1145.83 | 55 | 600.00 | 500.00 | 24 | |
| Week End Junior | 120.00 | 100.00 | 10 | 36.00 | 30.00 | 3 | 108.00 | 90.00 | 9 | 36.00 | 30.00 | 3 | 168.00 | 140.00 | 14 | |
| Credit Card Charge | 0.00 | 0.00 | 0 | 5.00 | 4.17 | 1 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 20.00 | 16.67 | 4 | |
| Junior Membership | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | |
| Winter Only | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 1696.00 | 1413.33 | 9 | 400.00 | 333.33 | 2 | 100.00 | 83.33 | 1 | |
| Junior | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 60.00 | 50.00 | 1 | 0.00 | 0.00 | 0.00 | 100.00 | 83.33 | 1 | |
| Youth 18 to 20 | 0.00 | 0.00 | 0 | 75.00 | 62.50 | 1 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 450.00 | 375.00 | 5 | |
| Intermediate 21-25 | 150.00 | 125.00 | 1 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 4654.21 | 3878.51 | 16 | |
| Intermediate 26-29 | 0.00 | 0.00 | 0 | 225.00 | 187.50 | 1 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 4596.00 | 3830.00 | 18 | |
| Over 60 + Unemployed | 234.00 | 195.00 | 1 | 312.00 | 260.00 | 1 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 56135.33 | 46779.44 | 181 | |
| Winter Warmers | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 2253.00 | 1877.50 | 160 | 2287.00 | 1905.83 | 163 | 1421.00 | 1184.17 | 101 | |
| M/Week Society | 4352.00 | 3626.67 | 210 | 2563.00 | 2155.83 | 126 | 172.00 | 143.33 | 9 | 220.00 | 183.33 | 11 | 14748.01 | 12390.01 | 728 | |
| W/End Society | 1830.00 | 1525.00 | 84 | 1789.00 | 1490.83 | 74 | 427.00 | 355.83 | 17 | 0.00 | 0.00 | 0.00 | 9845.98 | 8204.99 | 410 | |
| Reciprocal Charge | 480.00 | 400.00 | 48 | 260.00 | 216.67 | 26 | 200.00 | 166.67 | 20 | 170.00 | 141.67 | 17 | 290.00 | 241.67 | 29 | |
| 5 Day Adult | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 220.00 | 183.33 | 22 | |
| 7 Day Adult | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 1125.00 | 937.50 | 3 | |
| Society Deposit | 550.00 | 458.33 | 24 | 520.00 | 433.33 | 23 | 770.00 | 641.67 | 34 | 530.00 | 441.67 | 23 | 990.00 | 825.00 | 2 | |
| Living Social Deal M/W | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 6814.98 | 5679.15 | 303 | |
| Living Social Deal W/E | 0.00 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | |
| Total | 26,301.75 | 21,918.13 | 1356 | 19,268.00 | 16,056.67 | 966 | 14,025.00 | 11,687.50 | 689 | 8,290.00 | 6,908.33 | 467 | 5,278.00 | 4,398.33 | 269 | |

Season Ticket Sales for

-895.00 -745.83 -3 -2,758.00 -2,298.33 -7 -3,652.99 -10

£4,383.00 £3,652.50 266 £3,978.00 £3,315.00 233 £329,800.82 £274,834.02 8,026

Account A

| | Charge | | | April | | | May | | | June | | | July | | |
|------------------------|------------|----------|-------|------------|-----------|-------|------------|-----------|------|------------|-----------|------|------------|-----------|------|
| | Gross £ | Net £ | Nos. | Gross £ | Net £ | Nos. | Gross £ | Net £ | Nos. | Gross £ | Net £ | Nos. | Gross £ | Net £ | Nos. |
| Locker | 50.00 | 41.67 | 36 | 50.00 | 41.67 | 12 | 50.00 | 41.67 | 1 | 50.00 | 41.67 | 1 | 50.00 | 41.67 | 0 |
| M/W Week T/Light | 14.00 | 11.67 | 52 | 728.00 | 606.67 | 52 | 1428.00 | 1190.00 | 102 | 1162.00 | 988.33 | 98 | 2646.00 | 2205.00 | 189 |
| M/W Week Con Day | 25.00 | 20.83 | 0 | 0.00 | 0.00 | 0 | 250.00 | 208.33 | 10 | 0.00 | 0.00 | 0 | 375.00 | 312.50 | 15 |
| M/W Week Adult Day | 30.00 | 25.00 | 0 | 0.00 | 0.00 | 0 | 30.00 | 25.00 | 1 | 350.00 | 291.67 | 12 | 390.00 | 325.00 | 13 |
| M/W Week Junior | 10.00 | 8.33 | 5 | 50.00 | 41.67 | 5 | 20.00 | 16.67 | 2 | 22.00 | 18.33 | 2 | 70.00 | 58.33 | 7 |
| M/W Week Con | 16.00 | 13.33 | 100 | 1330.00 | 1000.00 | 100 | 2060.00 | 1715.67 | 129 | 2148.00 | 1790.00 | 134 | 2528.00 | 2106.67 | 158 |
| M/W Week Adult | 20.00 | 16.67 | 96 | 1920.00 | 1600.00 | 96 | 3240.00 | 2700.00 | 162 | 2340.00 | 1950.00 | 117 | 3020.00 | 2516.67 | 151 |
| Locker (Small) | 25.00 | 20.83 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Week End T/Light | 17.00 | 14.17 | 57 | 969.00 | 807.50 | 57 | 1649.00 | 1374.17 | 97 | 1067.00 | 889.17 | 63 | 1509.00 | 1257.50 | 89 |
| Week End Con | 19.00 | 15.83 | 40 | 760.00 | 633.33 | 40 | 19.00 | 15.83 | 1 | 456.00 | 380.00 | 24 | 304.00 | 253.33 | 16 |
| W/End Adt Day | 35.00 | 29.17 | 0 | 0.00 | 0.00 | 0 | 345.00 | 287.50 | 10 | 0.00 | 0.00 | 0 | 35.00 | 29.17 | 1 |
| W/End Day Con | 28.00 | 23.33 | 0 | 0.00 | 0.00 | 0 | 722.00 | 601.67 | 26 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Week End Adult | 25.00 | 20.83 | 213 | 5325.00 | 4437.50 | 213 | 4805.00 | 4004.17 | 137 | 3475.00 | 2896.83 | 139 | 4025.00 | 3354.17 | 115 |
| Week End Junior | 12.00 | 10.00 | 6 | 72.00 | 60.00 | 6 | 24.00 | 20.00 | 2 | 96.00 | 80.00 | 8 | 108.00 | 90.00 | 9 |
| Credit Card Charge | 5.00 | 4.17 | 17 | 109.00 | 91.02 | 17 | 5.00 | 4.17 | 1 | 50.00 | 41.67 | 10 | 5.00 | 4.17 | 1 |
| Junior Membership | 10.00 | 8.33 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Winter Only | 200.00 | 166.67 | 0 | 0.00 | 0.00 | 0 | 120.00 | 100.00 | 2 | 100.00 | 80.00 | 0 | 135.00 | 112.50 | 3 |
| Junior | 60.00 | 50.00 | 10 | 300.00 | 250.00 | 10 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 75.00 | 62.50 | 1 |
| Youth 18 to 20 | 100.00 | 83.33 | 2 | 0.00 | 0.00 | 2 | 166.67 | 166.67 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Intermediate 21-25 | 200.00 | 166.67 | 14 | 1750.00 | 1458.33 | 14 | 2128.51 | 3586.84 | 14 | 0.00 | 0.00 | 0 | 200.00 | 166.67 | 1 |
| Intermediate 26-29 | 300.00 | 250.00 | 13 | 2062.60 | 1718.83 | 13 | 1820.83 | 3039.86 | 2 | 90.33 | 90.33 | 2 | 0.00 | 0.00 | 0 |
| Over 60 + Unemployed | 312.00 | 260.00 | 168 | 20910.00 | 17425.00 | 168 | 1248.00 | 1040.00 | 4 | 1040.00 | 860.00 | 4 | 936.00 | 780.00 | 4 |
| Winter Warmers | 14.00 | 11.67 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| M/W Week Society | 20.00 | 16.67 | 18 | 360.00 | 300.00 | 18 | 2653.00 | 2210.83 | 133 | 2210.83 | 1974.17 | 118 | 2059.00 | 1715.84 | 103 |
| W/End Society | 25.00 | 20.83 | 14 | 345.00 | 287.50 | 14 | 635.00 | 492.49 | 27 | 2288.00 | 1906.67 | 91 | 2576.00 | 2146.67 | 103 |
| Reciprocal Charge | 10.00 | 8.33 | 30 | 300.00 | 250.00 | 30 | 390.00 | 325.00 | 39 | 255.00 | 212.50 | 25 | 550.00 | 488.33 | 55 |
| 5 Day Adult | 358.00 | 298.33 | 27 | 4321.10 | 3600.92 | 27 | 421.85 | 351.54 | 2 | 358.00 | 298.33 | 1 | 626.50 | 522.08 | 2 |
| 7 Day Adult | 470.00 | 391.67 | 177 | 38955.00 | 32462.50 | 177 | 3925.00 | 3270.83 | 10 | 63.00 | 52.50 | 1 | 940.00 | 783.33 | 3 |
| Society Deposit | 0.00 | 0.00 | 40 | 800.00 | 841.67 | 40 | 1150.00 | 958.33 | 51 | 958.33 | 791.67 | 21 | 985.00 | 820.83 | 46 |
| Living Social Deal M/W | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Living Social Deal W/E | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 | 0.00 | 0.00 | 0 |
| Total | | | 1,135 | 82,442.70 | 68,702.44 | 1,135 | 25,848.25 | 21,503.53 | 962 | 17,531.00 | 14,609.17 | 868 | 23,897.50 | 19,914.59 | 1084 |

Season Ticket Sales for 2013-14

| | Apr-12 | Apr-11 | Apr-10 | Apr-09 | May-12 | May-11 | May-10 | May-09 | Jun-12 | Jun-11 | Jun-10 | Jun-09 | Jul-12 | Jul-11 | Jul-10 | Jul-09 | Aug-12 | Aug-11 | Aug-10 | Aug-09 | Sep-12 | Sep-11 | Sep-10 | Sep-09 | |
|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|
| Locker | 36 | 29 | 40 | 34 | 12 | 12 | 4 | 5 | 1 | | | 2 | 2 | 1 | 1 | 2 | 182 | 246 | 133 | 175 | 106 | 124 | 74 | 76 | |
| M/WWeek T/Light | 52 | 108 | 136 | 73 | 102 | 127 | 114 | 104 | 98 | 148 | 158 | 167 | 189 | 251 | 211 | 202 | 12 | 1 | 1 | 13 | 4 | | | | |
| M/WWeek Con Day | | | | 9 | 10 | | 4 | 141 | | | 189 | 15 | 11 | 10 | | | | | | | | | | | |
| M/WWeek Adult Day | | | | 5 | 5 | | 8 | 102 | 12 | 18 | 20 | 9 | 7 | 15 | 9 | 32 | 23 | 8 | 14 | 4 | 10 | 9 | 1 | 8 | |
| M/WWeek Junior | | 11 | 24 | | 2 | 3 | 3 | | 2 | 9 | 7 | | | | | | | | | | | | | | |
| M/WWeek Con | 100 | 111 | 117 | 137 | 129 | 129 | 102 | | 134 | 108 | 185 | 158 | 169 | 251 | 203 | 191 | 203 | 219 | 211 | 218 | 174 | 171 | 178 | 178 | |
| M/WWeek Adult | 96 | 131 | 170 | 184 | 162 | 134 | 169 | | 117 | 147 | 194 | 206 | 151 | 178 | 242 | 232 | 179 | 188 | 270 | 331 | 140 | 154 | 143 | 250 | |
| Locker (Small) | | 5 | 9 | 7 | 3 | 3 | 3 | 2 | 0 | | | | | | | | 1 | | | | | | | | |
| Week End T/Light | 57 | 146 | 65 | 80 | 97 | 77 | 57 | 98 | 63 | 79 | 57 | 73 | 89 | 102 | 62 | 76 | 77 | 114 | 70 | 91 | 54 | 81 | 54 | 34 | |
| Week End Con | 40 | 55 | 19 | 37 | 27 | 42 | 71 | 66 | 24 | 37 | 42 | 47 | 16 | 28 | 38 | 19 | 33 | 42 | 72 | 55 | 65 | 34 | 33 | 30 | |
| W/Week Adt Day | | 3 | 1 | 259 | 10 | | 2 | 7 | | 3 | 2 | 2 | 3 | 1 | 2 | 1 | 5 | | | | 0 | | | 48 | |
| Week End Adult | 213 | 304 | 201 | | 137 | 246 | 243 | 334 | 139 | 176 | 227 | 203 | 115 | 201 | 218 | 187 | 239 | 190 | 320 | 346 | 153 | 159 | 206 | 232 | |
| Week End Junior | 6 | 15 | 4 | | 2 | 6 | 10 | | 8 | 3 | 5 | 3 | 9 | | 5 | 5 | 10 | 9 | 7 | | 3 | 1 | 1 | 4 | |
| Credit Card Charge | 17 | 26 | 32 | 30 | 1 | 2 | 1 | 1 | 10 | 1 | 1 | 1 | 1 | 3 | | 3 | | | | | 2 | 0 | 1 | 1 | |
| Junior Membership | 0 | 6 | 7 | | | | | | 1 | | | | | | | | | | | | | | | | |
| Winter Only | | | | | | | | | | | | | | | | | | | | | | | | | |
| Junior | 10 | | 7 | 9 | 2 | | | | 1 | 2 | 1 | 1 | 3 | 0 | 1 | | | | | | | | | | |
| Youth 18 to 21 | 2 | 5 | 3 | 12 | | 2 | 1 | | | 1 | 2 | | 1 | 0 | 1 | | | | | | | | | | |
| Intermediate 21-25 | 14 | | | | | | | | | | | | | | | | | | | | | | | | |
| Intermediate 26 - 29 | 13 | | | | 2 | | | | 1 | | | | | 3 | | | 1 | | | | | | | | |
| Over 60 + unemployed | 168 | 155 | 159 | 168 | 4 | 2 | 8 | 4 | 2 | 1 | 3 | 2 | 4 | 1 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | |
| Winter Warmers | | | | | | | | | | | | | | | | | | | | | | | | | |
| Weekend Society Adult | 14 | 93 | 85 | 25 | 27 | 64 | 70 | 18 | 91 | 37 | 69 | 11 | | 105 | 53 | 85 | 84 | 100 | 83 | | 66 | 63 | | | |
| Weekend Soc.Con | | | 14 | 57 | | | 46 | 24 | | | 7 | 17 | | | 7 | 8 | | | | | 26 | 8 | 43 | 39 | |
| Weekend Soc.Day | | | 36 | | | | | | | | 61 | | | | | | | | | | 15 | 0 | 15 | 46 | |
| Mid Week Soc.Adult | 18 | 38 | 38 | | 133 | 133 | 16 | 44 | 118 | 185 | 28 | 86 | 103 | 54 | 126 | 68 | 210 | 113 | 84 | 32 | 11 | 79 | 53 | 117 | |
| Midweek Soc.Con | | | 28 | 21 | | | 3 | 51 | | | 32 | 58 | 103 | | 90 | 50 | | | 113 | 33 | 76 | 36 | 67 | | |
| Midweek Soc. Adult Day | | | | | | | 7 | | | | 3 | | | | | | | | | | 11 | 32 | 6 | | |
| Midweek Soc.Day | | | | 24 | | | 46 | 30 | | | | 50 | | | | | | | | | 50 | 7 | 14 | 52 | |
| Reciprocal Charge | 30 | 1 | | | 39 | 2 | | | 25 | 11 | 18 | 27 | 55 | 59 | 16 | 39 | 48 | 38 | 12 | 22 | 28 | 27 | 57 | 6 | |
| 5 Day Adult | 27 | 38 | 37 | 35 | 2 | 4 | | | 1 | 1 | 2 | 1 | 2 | 2 | 2 | 2 | 7 | 2 | 2 | 1 | 1 | | | | |
| 7 Day Adult | 177 | 184 | 207 | 236 | 10 | 5 | 7 | 6 | 1 | 2 | 1 | 1 | 3 | 2 | 2 | 7 | | | | 4 | 2 | | | | |
| Society Deposit | 40 | 131 | | | 51 | 19 | | | 21 | 63 | | | 46 | 18 | | | | | | | 23 | 11 | | | |
| Living Social Deal M/W | | | | | | | | | | | | | | | | | | | | | | | | | |
| Living Social Deal W/E | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 1,135 | 1,621 | 1,444 | 1,431 | 962 | 1,012 | 985 | 1,041 | 868 | 1,033 | 1,123 | 1,169 | 1,084 | 1,225 | 1,378 | 1,206 | 1,356 | 1,317 | 1,475 | 1,408 | 966 | 925 | 918 | 1,186 | |

Less 2013-14 Season Tax

| | Oct-12 | Oct-11 | Oct-10 | Oct-09 | Nov-12 | Nov-11 | Nov-10 | Nov-09 | Dec-12 | Dec-11 | Dec-10 | Dec-09 | Jan-13 | Jan-12 | Jan-11 | Jan-10 | Total 12/13 | Total 11/12 | Total 10/11 | Total 09/10 |
|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|-------------|-------------|-------------|
| Locker | | | 2 | 1 | | | | | | | 5 | | | | | | 49 | 42 | 52 | 44 |
| MWWeek T/Light | 16 | 75 | 25 | 58 | 14 | 47 | 11 | 28 | 3 | 80 | 52 | 20 | 2 | 18 | 10 | 11 | 764 | 1482 | 1036 | 979 |
| MWWeek Con Day | | | | | | | 1 | | | | 5 | | | | | | 41 | 12 | 19 | 652 |
| MWWeek Adult Day | | | | | | | | | | | | | | | | | 59 | 62 | 71 | 165 |
| MWWeek Junior | 7 | 12 | 9 | | 5 | 4 | | 1 | 2 | 4 | | | 1 | | | | 64 | 96 | 75 | 0 |
| MWWeek Con | 119 | 110 | 116 | 126 | 85 | 91 | 44 | 62 | 26 | 63 | 45 | 70 | 28 | 53 | 25 | 20 | 1156 | 1536 | 1587 | 1002 |
| MWWeek Adult | 83 | 109 | 118 | 158 | 45 | 84 | 62 | 65 | 21 | 85 | 117 | 86 | 28 | 36 | 24 | 10 | 1022 | 1415 | 1707 | 1657 |
| Locker (Small) | | | | | | | | | | | | | | | | | 1 | 14 | 17 | 10 |
| Week End T/Light | 52 | 110 | 36 | 34 | 36 | 58 | 17 | 29 | 26 | 31 | 43 | 10 | 10 | 38 | 18 | 73 | 561 | 967 | 536 | 690 |
| Week End Con | 39 | 55 | 30 | 34 | 8 | 15 | 16 | 12 | 22 | 38 | 19 | 25 | 17 | 21 | 20 | 9 | 291 | 390 | 401 | 387 |
| W/Week Adt Day | | | | | | | | 44 | | | | 79 | | | | | 11 | 8 | 8 | 449 |
| Week End Adult | 114 | 191 | 208 | 170 | 55 | 114 | 81 | | 21 | 97 | 69 | | 24 | 115 | 102 | 23 | 1210 | 2039 | 2139 | 1691 |
| Week End Junior | 9 | 14 | 9 | | 3 | | 7 | | 3 | 2 | 5 | | 14 | 3 | 7 | | 67 | 56 | 69 | 0 |
| Credit Card Charge | | | | | | | | | | | | | 4 | 3 | | | 34 | 50 | 35 | 35 |
| Junior Membership | | | | | | | | | | | 1 | | | | | | 0 | 6 | 9 | 13 |
| Winter Only | 9 | 12 | 7 | 13 | 2 | 3 | 2 | | 1 | | | | | | | | 12 | 16 | 9 | 15 |
| Junior | 1 | 1 | 1 | | | | 2 | | 1 | | | 5 | | 3 | | 1 | 16 | 18 | 13 | 19 |
| Youth 18 to 21 | | | | | | | | | | | | | | | | | 5 | 10 | 9 | 12 |
| Intermediate 21-25 | | | | | | | | | | 1 | | | | | | | 16 | 24 | 0 | 0 |
| Over 60 + unemployed | | | | | | | | | | 1 | | | 1 | 1 | | | 18 | 23 | 0 | 0 |
| Winter Warmers | 160 | | 57 | 1 | 163 | | | | 101 | 4 | 25 | 63 | 53 | 4 | 68 | 62 | 181 | 262 | 198 | 176 |
| Weekend Society Adult | 17 | 19 | 64 | | | | | | | | 85 | | | | | | 299 | 481 | 424 | 149 |
| Weekend Soc.Con | | | | | | | | | | | | | | | | | 8 | 0 | 117 | 171 |
| Weekend Soc.Day | | | | | | | | | | | | | | | | | 0 | 38 | 112 | 61 |
| Mid Week Soc Adult | 9 | 21 | | 28 | 11 | | | | 20 | | | | | | | | 613 | 605 | 343 | 376 |
| Midweek Soc.Con | | | 44 | 9 | | | | | | | | | | | | | 179 | 0 | 346 | 306 |
| Midweek Soc. Adult Day | | | | | | | | | | | | | | | | | 32 | 0 | 27 | 0 |
| Midweek Soc.Day | | | | | | | | | | | | | | | | | 7 | 0 | 123 | 195 |
| Reciprocal Charge | 20 | 26 | 22 | 12 | 17 | 61 | 8 | 3 | 29 | 19 | 5 | | 22 | 8 | 14 | | 311 | 312 | 216 | 123 |
| 5 Day Adult | | | | | | | | | | | 3 | | 3 | 5 | | | 35 | 68 | 45 | 39 |
| 7 Day Adult | | | | | | | | | | | | | 2 | 8 | | | 194 | 275 | 232 | 252 |
| Society Deposit | 34 | 26 | | | 23 | 17 | | | 11 | 38 | | | 30 | 53 | | | 303 | 480 | 0 | 0 |
| Living Social Deal MW | | | | | | | | | | | | | | | | | 0 | 67 | 0 | 0 |
| Living Social Deal W/E | | | | | | | | | | | | | | | | | 0 | 17 | 0 | 0 |
| Total | 689 | 871 | 755 | 650 | 467 | 495 | 302 | 245 | 269 | 482 | 491 | 358 | 240 | 369 | 295 | 209 | 8,036 | 10,851 | 10,606 | 9,968 |

Less 2013-14 Season Tax

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266

-7
233

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8,026

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Seaford Town Council

Report 177/12

Agenda Item No: 7
Committee: Golf Course
Date: 5 March 2013
Title: Golf Professional's Report
By: Fraser Morley, Golf Professional
Wards Affected: All Seaford wards
Purpose of Report: To provide update on Golf Course related matters

Recommendations

You are recommended:

1. To note the contents of this report

1. Information

- 1.1 The weather has been extremely bad during the financial year to date. The poor weather especially in the period between Christmas and the New Year really hit our December figures. January continued to be poor with what seemed like endless rain. February has improved with some sunshine at last and hopeful we'll see some steadier weather ahead.
- 1.2 Even with these conditions and the financial climate we remain positive and look forward to the new season. The winter warmer deal has kept things ticking over and still brought people to the club in some terrible conditions, accounting for nearly a fifth of our income over the quarter.
- 1.3 We have sold 16 of the 15/12 offer season tickets. We sold 30 of the new ones by this time last year; this is slightly disappointing but still 16 new season ticket holders to start us off the year. A lot of people still haven't come out of the winter hibernation yet and I hope this number will increase through March. If we keep moving forward and gain new season ticket holders then that will be a positive result.

2. New Business/Marketing 2013

- 2.1 During summer months we will be making a simplified offer to take into account the temporary catering facilities. We will be offering a similar deal to the winter warmer but at a slightly increased cost; coffee, bacon sandwich, 18 holes and pie and chips for lunch for £24 on weekdays and £28 at weekends. This will be for a minimum of 4 people as I think targeting the smaller groups will help us continue to encourage course usage and, weather permitting, see increased revenue during the construction phase.
- 2.2 We will run a Golf News advert once the temporary facilities are in place and really target the smaller societies. We have been pre warning people about the build and all but one have been happy to book anyway and still look forward to playing our course. I think this will speak volumes for the product we have out on the course itself.
- 2.3 The new style of website is now live and we are in the process of linking the Facebook and Twitter feeds so a live feed goes straight the home page. More pictures will be added once the course is at its best and weather is nice. I will be undertaking the photography myself to save costs; I will do hole by hole pictures from the tee approach and green. I will try to add some video pieces too. I will also taking additional photos of the course/views etc. that can be used for marketing purposes. I have had some pictures published in today's Golfer Magazine and in Lewes District Council publications.
- 2.4 In addition to the pictures and video pieces, we are looking to make a professional production of our feature hole (for the cost of one of our adverts in golf news). Having seen those of other courses, I think it'll be a great marketing tool to have on the website as well as youtube. The company that do this are www.signaturegolfholes.tv they have some videos on their site from other courses they have filmed. I think with our 18th Hole, it is crying out for a quality video showing how amazing it is. I have managed to get them to hold a New Year offer price for us until we need it saving £200.
- 2.5 The Golf Foundation has put together a structured learning programme for junior golfers, The Junior Golf Passport, incorporating different stages for the different levels of ability, from beginners to advanced. This programme will help us not only encourage new juniors to the course but also retain the ones we have, with such things as interactive online learning, fundamental movement skills and combining family coaching. We are waiting for the pack to come through and will then implement this over the Easter and Summer holidays giving us a solid base to help increase the number younger players at the course.
- 2.6 With the bad weather, the social networking has worked well keeping people up to date with course conditions. People are actively following the twitter feed, as well as the facebook page for information. This is something I can see increasing steadily over time and becoming more and more useful. Facebook adverts are something we are looking into at the moment to get more traffic through our page and in turn attract them to the course. Special online only offers could be a future benefit to income. Twitter 344 followers (+74) and Facebook 134 likes (+20).

3. Other information

- 3.1 It was lovely to see the club President Don Mabey receive the MBE for his voluntary services to the Royal Air Forces Association. Don 92, received his MBE from the Queen on February 13th and follows being granted the Freedom of the Town last year. Congratulations to Don on this great achievement.
- 3.2 With a new Head Greenkeeper I am sure the course will continue to improve and that he will continue with the good works our staff have done over the years and bring his own touches to the course. With the new clubhouse about to be built and some good weather the future looking positive and we can continue to improve our already good reputation.

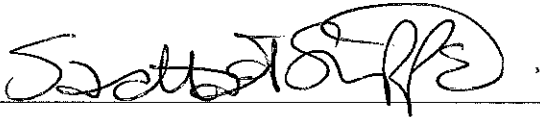
4. Financial Appraisal

There are no financial implications as a result of this report.

5. Contact Officer

The Contact Officer for this report is Fraser Morley, Golf Professional/Manager

Town Clerk



Golf Professional/Manager



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Seaford Town Council

Report 178/12

| | |
|---------------------------|--|
| Agenda Item No: | 8 |
| Committee: | Golf Course |
| Date: | 5 March 2013 |
| Title: | Golf course maintenance |
| By: | Simon Lambert, Deputy Head Green Keeper |
| Wards Affected: | All Seaford wards |
| Purpose of Report: | To Inform on maintenance on the Golf Course |

Recommendations

You are recommended:

- 1. To note the contents of this report**
-

1. Information

- 1.1** In December we recorded the highest monthly amount of rainfall in 2012, 207mm. This is 169% above November's 82mm and 69% above the next highest October. The total for 2012 was 1050mm. This rain has created some extremely wet areas on the golf course. The main tees have been holding up well and were still in use throughout December. This has been possible due to the use of a more practical approach to fertiliser applications, rather than one slow release application in spring, which lasted through until October, we have used regular conventional fertiliser applications, which, with the help of favourable temperatures this year, has enabled the turf to keep recovering from the divots and foot fall.
- 1.2** The greens have held up well and play has mostly been on main greens. This has been possible due the extra aeration processes throughout the year and regular removal of thatch, which has allowed the greens to drain quickly. This also has enabled us to avoid the use of any fungicides to control turf disease, for 2012 only one application was needed. This is exceptional for a golf course and indicates that the continual cultural methods used to improve water and air movements within the soil have been working. At approximately £700 per application this is a saving and also helps to improve our environmental performance in line with EMAS.
- 1.3** The 2nd hole is an extremely wet area due to the natural springs, which break the soil surface half way down the fairway. This has produced an area of ground that has required additional drainage to prevent water from flowing towards the main

green. Although we have installed one interceptor drain already in place this was not coping with the additional water spilling from the springs. It was decided to fan out a further three 6 inch wide interceptor drains to collect the extra water. A trencher was hired and the trenches were cut, all were 50m long and ran into the dew pond to the right of the fairway. These drains were lined with drainage pipe and back filled with pea shingle. The outcome has been successful, the fairway has dried out significantly below the drains and at one point we recorded 2.5 litres a minute flowing from only one of the three new drains. This has allowed the 2nd hole to be played on main green more regularly.

- 1.4 The 13th and 15th greens have unfortunately been on temporary greens for most of December due to water logging. The 13th was constructed on an old tank turning circle and has a layer of clinker approxmately 30cm below the surface. This slows drainage, previously 60cm columns have been drilled and filled with drainage materials, this greatly helped and moving forward I feel this will be required again to try and speed up drainage. The 15th green also has poor drainage due to the clay soil present and the contours of the green and surrounding area. Drilling columns was undertaken at the same time as the 13th and again will be needed moving forward, this green is within the Saxon fort and would require consultation with English Heritage should a more permanent solution be required.
- 1.5 During January we have concentrated on aeration and tidying of the golf course. The greens, tees, aprons and fairways have all been deep slit to 25cm and spiked to 15cm. This helps relieve compaction from footfall and water logging. It helps to introduce air into the soil and aids root development. This is increasingly important during January and February as we start to see the damage and discolouration on the fairways. This is caused by the newly hatched Leatherjackets, the root eating grub that turns in the crane fly. The wet conditions in December created the conditions for the grubs to eat close to the surface. The decision was taken to treat specific areas where damage is becoming a problem. These were the 6th, 7th 8th fairways as well as a few patches on the 2nd and 5th. The product selected was Merit Turf. This is an expensive but affective product for the control of leatherjackets. This was selected as it conforms to the EMAS guidelines in place. There have been some studies that suggest this product could be harmful to bees and this should be monitored going forward to ensure we are performing to the highest level with regards to environmental performance.
- 1.6 Snowfall on Friday the 18 January meant the closure of the course for 5 days. The course reopened on 23 January after a course inspection. During the snow cover we suffered very little damage to the course. The 12th green and tee show some scrapes to the turf. Two 12th tee posts were knocked over and there was extra litter left on the course. This was cleared up along with the discarded broken sledges and other various items.
- 1.7 During the inspection for the reopening it was decided to move play to the artificial tee areas. This is the latest in the season for a number of years that we have been forced onto artificial tees and we hope that continuing the programs of tee maintenance will maintain the length of time on grass tees and hopefully increase it.
- 1.8 During February we have continued with aeration on the course. We have again spiked the tees, aprons and fairways to 15cm. We have also pro cored the greens

with 15cm solid tines. This machine allows for more holes and greater surface area coverage while minimising surface disturbance on this more delicate turf.

- 1.9** We are currently finishing a deep clean and inspection of our sheds and machines. The main machine shed cladding and rear roof struts have rusted and deteriorated further. We now are required to minimise what we park under the areas with holes to ensure we minimise water damage to machines and equipment. We have cleaned and greased all machinery and identified problems and repairs. Most are minor wear and tear issues that are to be expected from the usage and age of the machines. These repairs are currently being done.
- 1.10** In terms of machinery the only areas for concern are that of the golf buggy and fairway fertiliser spreader. The buggy has now stopped working. After an inspection I have found that the engine was only working on one cylinder. The other has now also stopped working; this is due to wiring issues. In my view the age and value of the buggy means that it would not be viable to buy parts and pay for repairs. This buggy along with the marshal's buggy is due for replacement during 2013-14 year to ensure we are up to date with our machinery replacement plan. The fertiliser spreader is also due for replacement, it is approximately 23 years old and no longer offers an accurate application rate due to the deterioration of the shutter action and opening size adjustment. This will be needed during the spring for the application of fertiliser on the fairways and needs to be replaced in the year 2013-14.
- 1.11** Zack our trainee has been working towards his college qualification and has had a visit from the college assessor who seems happy with his progress. He has until the end of March to complete his portfolio.
- 1.12** All work has been carried out in accordance with the EMAS policy and we have followed all current Health and Safety Regulations.

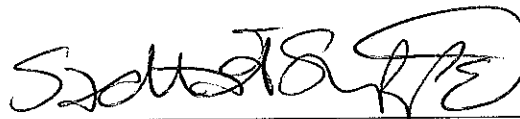
2. Financial Appraisal

There are no financial implications as a result of this report

3. Contact Officer

The Contact Officer for this report is Simon Lambert, Deputy Head Green Keeper.

Town Clerk



Deputy Head
Greenkeeper

Simon Lambert

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Seaford Town Council

Report 180/12

| | |
|---------------------------|---|
| Agenda Item No: | 9 |
| Committee: | Golf Course |
| Date: | 5 March 2013 |
| Title: | Golf Clubhouse Update |
| By: | Sam Shippen, Town Clerk |
| Wards Affected: | All Seaford Wards |
| Purpose of Report: | To advise on current position with new golf clubhouse construction and seek approval for commencement of contract. |

Recommendations

You are recommended:

- 1. To agree that a contract based on a standard RIB JCT contract be entered into with Cheesmur Building Contractors for the construction of the new golf clubhouse under the advice of independent Chartered Surveyors for commencement as soon as is reasonably practicable.**
 - 2. To delegate authority to the Town Clerk and Corporate Services Manager in consultation with the Leader & Deputy Leader of the Council and Leader of the Minority Group to agree the fee for the services of a Chartered Surveyor at a fee not more than £15,000.**
 - 3. To consider the requirement for a Construction Performance Bond.**
-

1. Information

- 1.1** The Town Council Meeting held on 27 November 2012 agreed a total cost of build including design fees of £1,792,438.07 noting the provisional sum detailed for utilities. With approval for loan sanction of £1,717,000 to be applied for from the Secretary of State for Communities & Local Government.
- 1.2** On 28 January 2013, the approval of the Secretary of State was received enabling Seaford Town Council to draw down 50% of the requested borrowing at £858,500 with a requirement to produce a basic progress report to gain a further approval for the remaining 50%.
- 1.3** The Town Clerk sought further clarification of this approval, and received a letter on 31 January 2013 indicating approval in principle for the total of £1,717,000.

- 1.4 The S106 agreement for the road with ESCC has now been sealed by the Town Council and ESCC, it is awaiting approval from the SDNPA in order for planning consent to be confirmed. All other pre-commencement conditions are ready to be discharged which would allow construction to commence, subject to negotiation of the S38 Agreement and approval of this Committee.
- 1.5 As the Council intends to utilise a standard RIBA JCT contract to undertake the works, approval is now sought to negotiate this contract and commence construction.
- 1.6 In order to execute the contract and seek independent scrutiny of payments under such contract, the Town Clerk has sought quotations from Chartered Surveyors to provide this service. It is recommended that this arrangement is agreed to give the Council assurance of financial valuation in accordance with contract. Delegated authority is sought in order to enter into a contract for this service.
- 1.7 Following discussions with Chartered Surveyors, the Committee is requested to consider the requirement for a Construction Performance Bond to cover the build.
- 1.8 Information sourced by the Corporate Services Manager indicates that a bond is normally taken out for 10% of the contract, it would be taken by the contractor and hasn't currently been requested. A fee of between 4% - 8% would be expected.

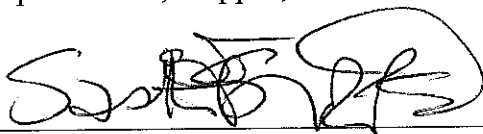
2. Financial Appraisal

- 2.1 A cost of not more than £15,000 has been indicated for an independent Chartered Surveyor, quotations are currently being sought.
- 2.2 A Construction Performance Bond would be expected to cost between £6,314 and £12,628. Quotations have not yet been sought, awaiting the decision of this Committee.

3. Contact Officer

The Contact Officer for this report is Sam, Shippen, Town Clerk.

Town Clerk





Seaford Town Council

Report 181/12

| | |
|---------------------------|---|
| Agenda Item No: | 10 |
| Committee: | Golf Course |
| Date: | 5 March 2013 |
| Title: | Request for reduced Season Ticket Fee |
| By: | Simon Cooper, Corporate Services Manager |
| Wards Affected: | All Seaford Wards |
| Purpose of Report: | To advise of request for a reduced season ticket fee |

Recommendations

You are recommended:

- 1. To refuse the request for a reduced fee for a season ticket**
 - 2. To offer a credit against a Season ticket for 2014-15 based upon the time that he is unable to play in 2014-14 as a result of his surgery, subject to the conditions outlined in 1.6 below**
-

1. Information

- 1.1** A request has been received from a season ticket holder who is on a hospital waiting list for major surgery, set to take place in June or July.
- 1.2** He has indicated that he wishes to renew his 7 day ticket on 1 April 2013 but knows that he will be unable to play golf for at least three months following the surgery.
- 1.3** He has requested that the Committee consider offering him a reduced fee for this year's ticket to take account of the fact that he will be unable to play following surgery.
- 1.4** The terms and conditions state that the ticket is both non-refundable and non-transferable; the Town Clerk advises that refunds on health grounds have been refused recently, although requests for credit have been favoured.
- 1.5** Members may wish to consider offering a credit against a 2014-15 season ticket renewal as outlined in 1.6 below.
- 1.6** The credit should be calculated on a pro rate basis based on the proportion of the year he is unable to play in 2013-14. He must also inform the Golf Professional when he will stop playing and hand in his card, which will be returned to him when he indicates to the Golf Professional that he is fit to play again.

2. Financial Appraisal

The financial implications will depend upon the amount of the credit if any granted.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk

