



Seaford Town Council

To the Members of the Golf & The View Committee

A meeting of the Golf & The View Committee will be held at **The View, Southdown Road, Seaford, BN25 4JS** on **Tuesday 6th March 2018** at **7.00pm** which you are summoned to attend.

James Corrigan
Town Clerk
27th February 2018

Agenda

1. Apologies for Absence

2. Disclosure of Interests

To deal with any disclosure by Members of any discloseable 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.

3. Public Participation -----

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 3 and Seaford Town Council Policy.

4. Head Greenkeeper's Report

To consider report 128/17 presenting an update on golf course maintenance (pages 2 to 4).

5. Golf Professional's Report

To consider report 129/17 providing an update on golf course related matters (pages 5 to 6).

6. General Manager's Report

To consider report 130/17 providing an update on the performance of The View at Seaford Head (pages 7 to 9).

For further information about items appearing on this Agenda please contact:

James Corrigan, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: admin@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Circulation: Committee members (as below) and all registered email recipients of agendas.

Committee: Councillor S Adeniji (Chair), A Latham (Vice-Chair), M Brown, D Burchett, L Freeman, N Freeman, R Hayder, O Honeyman, P Lower and B Webb.

For information: Councillors D Argent, B Burfield, P Boorman, J Elton, T Goodman, R Honeyman, L Wallraven, M Wearmouth and C White.



Agenda Item No: 4
Committee: Golf
Date: 6th March 2018
Title: Head Greenkeeper's Report
By: Simon Lambert, Head Greenkeeper
Purpose of Report: To inform the Committee of Golf Course maintenance.

Recommendations

You are recommended:

1. To note contents of this report.
-

1. Information

As we moved into winter we saw a mixture of rain followed by frosts which put a lot of stress on the grass. This was managed through raising the heights of cut and reducing frequency to offer the plant protection. We made use of white lines and hoops to protect weak areas from traffic when needed. This helps us to keep the course open and allows the use of trolleys more often. We have had to prevent trolleys being used on only a few occasions following heavy rain but as we drain well they are soon back in use. We have managed to keep the main greens and trolleys in use through wet periods largely due to the management of works and renovations, the 'little and often' approach to maintenance and renovations, as well as listening to golfers and finding a balance of what they require and expect compared to the needs to be more sustainable and environmentally friendly. I think we have found a good balance and feedback has always been positive.

The season ended and we prepared the winter tee mats as well as building four new tee areas on holes that required them most. The grass tees lasted well into winter and we managed to leave them in play until late December. Moving forward we hope to build five for next year and four the following which will then mean all winter tees have been replaced.

The program of little and often has proved to work well this year on the greens. We continue with regular spiking and rolling through the winter but reduce the cutting and disturbance to the plant. We continue to apply iron and potassium to the greens to help with health and disease resistance but reduce nitrogen, so to the slow growth and reduced cutting. This allows us to keep a nice strong plant with good colour.

We have spent time this winter tidying up areas, scrub and under trees. We have cleared areas of bracken to encourage wild flowers as well as mowing the uncut rough again to encourage wildflowers and the bluebells that we have seen for that last two years. We have raised the crowns on a number of tree areas to allow light and air to move around the base of the trees. This not only makes it better for the golfers should their balls land in these areas it helps to encourage a more diverse population of wildlife from flowers, insects, butterflies and birds. Between the sixth and seventh holes we have an old area of elder. This has been left for many years and required stripping back to encourage new healthy growth. This was done and cleared.

New shoots are already showing so over the next two years it should return to a tidy copse of trees.

The new mown shapes on Southdown Corner have developed well, the definition is good and it is more visually pleasing. Working with the Tree Wardens we have identified sites to plant trees on this area. Three have been planted already and these are disease resistant elms. The sites chosen will help to highlight the newly designed area and create a corridor in the future for native butterflies to use. This also ties in with the wildflower mixes created that contain Vetch which again encouraged these butterflies.

New planters were made and installed on the patio edge of The View to bring a little colour and interest to the outside space. A new sign was made welcoming golfers and this includes changeable message boards that advises of course conditions and any restrictions in place. This is positioned outside the Pro Shop and therefore visible to all players prior to their round.

We have renovated the steps used on two tees on the course. This included using new sleeps and pressing cockle shells into cement to create a fitting step design for the site.

We have begun preparing the new comp tee on the 18th and by the time of the meeting this should have been completed and turfed ready for this season's play.

Irrigation

The system was drained down during December to prepare it for winter. This ensures that no damage occurs from freezing and also prevents the build-up of potential bacteria in the water in the system during the months of no use. As well as the drain down the pumps are turned off and checked over along with the storage tank. Some deterioration was noticed in the tank in terms of holes of rust in the outer support skin. Moving forward the replacement of this should be considered. This may be undertaken during the installation of a borehole but should this not be a viable option, the tank will still need to be replaced in the coming years.

I have continued to work on the options with regard to accessing free ground water through a borehole. The costs and areas have been identified and I am currently looking into extra costs incurred for maintenance once the system is in use to ensure the saving would be worth the investment. Such extra costs are the servicing of the extra borehole pump and the silt cleaning and removal of existing valves that can occur with the use of ground water which we currently don't have with clean mains water.

Staff

Adam Peck is working well through his NVQ level 3 apprenticeship. Adam has now started functional skills which includes ICT, English and maths. Completing these sections adds to the requirements of his advanced apprenticeship along with first aid and his NVQ.

Ben Clark completed a three-day first aid course along with other Council employees. Being the first time he has attended a first aid course, he was unsure of what to expect but found the training very useful and commented on the enjoyment and amount he learnt.

All greenkeepers including myself completed and attended appraisals. All team members have had a great year, this was highlighted with examples during the process. Training received was assessed and plans were made for the coming year in both training needs and potential areas for improvement or to gain more experience.

Machinery

The machinery has all been cleaned and checked over before storing for the minimal use it has over the winter period. We move and run the machines up to temperature on a regular basis to ensure its correct operation and to ensure it is ready for use when the weather allows. As this report is being written we are beginning to service and sharpen the machinery and cutting units for the year to come. This is done in house saving us large labour costs. I perform all servicing

while ensuring all staff are involved during the process to ensure they are familiar with the machines and their servicing needs as well as regular checks and potential problems.

Following extensive demos we have selected the machinery to replace our old tired machinery. Purchase costs have been sourced through a tendering process and the cheapest and best value have been identified. Moving forward the spec and costs will be used to tender for the best company to use to secure a finance lease on the machinery over a period of five years.

The condition of our modern machinery is an investment that enables our relatively small greenkeeping team to work efficiently and effectively to produce a quality and competitive product. This must be kept up to date and in good condition to ensure it is safe, efficient and trustworthy.

2. Financial Appraisal

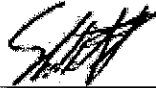
The costs of the borehole and integration to our current irrigation system along with the replacement of our storage tank are currently being explored. Potential funding is being investigated.

Tenders for the machinery selected for replacement this year have been received. From this a tender for lease companies will be started.

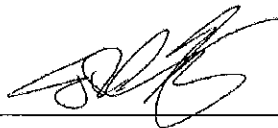
3. Contact Officer

The Contact Officer for this report is Simon Lambert, Head Greenkeeper.

Head Greenkeeper



Town Clerk





Seaford Town Council

Report 129/17

| | |
|---------------------------|---|
| Agenda Item No: | 5 |
| Committee: | Golf Course |
| Date: | 6 th March 2018 |
| 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 information.

1. Course and Conditions

- 1.1 It's not been the best of winters so far, weather wise. We have seen a lot of precipitation and the course has held up well over this period. We have been open and playable a lot more than a lot of courses in the area.
- 1.2 This is mainly down to the efforts of Simon and his team and the work put in prior to the winter period. Giving the course a great, healthy grass coverage before the bad weather allows the course to maintain a surface throughout the winter. With added investment this can only improve income over the winter months.

2. Membership

- 2.1 Our membership deal, as mentioned in our last report, has seen 21 new members already join before the middle of February. We'll hope to add to this as the renewal time approaches.
- 2.2 The freeze in prices had been warmly received by the current members and I envisage a high renewal rate this year. Although we have sadly lost some members this year due to ill health.
- 2.3 We will be sending out the renewals shortly as well as promoting new membership with our introduction scheme.

3. Societies

- 3.1 Societies exceeded our target of 200 for the calendar year. We ended on 218 in total which was a great effort.

- 3.2 This year had seen an extremely busy start to the bookings. We already have 88 bookings for the calendar year booked in, with new ones coming in daily.
- 3.3 The marketing with Golf News seems to have really paid dividends and maintaining a presence in the magazine has shown in new business coming into the course. Our pricing structure is excellent, and this increased throughput will add to The View income in food and over the bar sales.

4. Green Fees/Visitors

- 4.1 Green fees have been slightly down (-£900) over the Nov-Dec-Jan period compared to last year. This was mainly due to the weather and the earlier wet conditions causing an earlier removal of buggy usage than last year. Society income has been up on the same period (£2,300). Green fees for February are on par with last year and society income showing again an increase on last year.
- 4.2 This has been a tough year in the industry and we are holding our own. Although I think we will fall below budget this year, the signs are promising and our product is good. We must look at as many ways possible to maximise income over the next year.

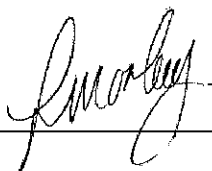
5. Financial Implications

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

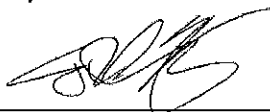
6. Contact Officer

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

Golf Professional/Manager



Town Clerk





Agenda Item No: 6

Committee: Golf & The View

Date: 6th March 2018

Title: General Manager's Report

By: Craig Nicol, General Manager – The View

Purpose of Report: To update on the business activities and finance of The View.

Recommendations

You are recommended:

1. To note contents of this report.

1. Financial Information

1.1 Revenue figures for the months of November, December and January compared to last year are as follows:

| | Nov-16 | Dec-16 | Jan-17 | 3-month Total | Nov-17 | Dec-17 | Jan-18 | 3-month Total | Diff |
|-------------------------|----------|---------|---------|---------------|----------|---------|---------|---------------|---------|
| Food | £10,088 | £11,493 | £11,332 | £32,913 | £10,302 | £8,935 | £9,264 | £28,501 | -£4,412 |
| Drink | £7,487 | £11,468 | £7,377 | £26,332 | £13,249 | £14,538 | £10,927 | £38,714 | £12,382 |
| Function Food | £2,240 | £2,751 | £2,407 | £7,398 | £3,969 | £9,876 | £4,269 | £18,114 | £10,716 |
| Society Food | £534 | £0 | £606 | £1,140 | £1,818 | £979 | £384 | £3,181 | £2,041 |
| Sub-Total | £20,349 | £25,712 | £21,722 | £67,783 | £29,338 | £34,328 | £24,844 | £88,510 | £20,727 |
| | | | | | | | | | |
| Misc. Other | £5,706 | £5,351 | £5,469 | £16,526 | £5,278 | £6,045 | £4,204 | £15,527 | £999 |
| Total Income | £26,055 | £31,063 | £27,191 | £84,309 | £34,616 | £40,373 | £29,048 | £104,037 | £19,728 |
| | | | | | | | | | |
| Total Expenditure | £60,335 | £39,932 | £33,933 | £134,200 | £53,100 | £41,582 | £30,728 | £125,410 | -£8,790 |
| | | | | | | | | | |
| Net Income over Expend. | -£34,280 | -£8,869 | -£6,742 | -£49,891 | -£18,484 | -£1,209 | -£1,680 | -£21,373 | £28,518 |

1.2 Expenses year to date compared to last year are as follows:

| | 2016 | 2017 | Difference |
|------------|---------|---------|------------|
| Payroll | £50,642 | £49,897 | -£745 |
| | 60% | 47% | |
| Food costs | £22,393 | £19,083 | -£3,310 |
| | 54% | 38% | |

1.3 Revenue;

Revenue has showed a steady increase throughout the period with food and beverage turnover increasing by over £20,000, payroll and food costs being much improved and costs, in general, being controlled better than last year. The bottom line shows an improvement of nearly £28,000.

Still a huge amount of room for improvement, particularly during December, but we are building a reputation and making good contacts every day which will help push revenue growth over the coming months and years.

Food and beverage stock take results:

| | Nov | Dec | Jan |
|----------|--------------|--------------|--------------------|
| Food | 71.5% | 69.9% | 70.4% gross profit |
| Beverage | 68.4% | 68.53% | 68.25% |
| | Deficit £810 | Surplus £172 | Surplus £587 |

Food costs remain consistent and show the kitchen team's hard work in purchasing correctly and minimising waste.

Beverage stocks show a good consistent GP but also showed a deficit in November, this was mainly due to a new stock taker. Different stock takers measure differently, some round up, some round down and this explains most of the deficit. As a result of the deficit, procedures were looked at and tightened up where needed (mainly draft beers and line cleaning).

1.4 Payroll;

Payroll costs are much improved, as a % of revenue, compared with last year during this quarter. Looking into the next two months, wage costs will be high due to staff using their holiday allowance. We will also need to use agency chefs to cover holidays in the kitchen.

1.5 Ongoing Promotions;

Winter warmer lunch menu has sold well and we are going to extend this offer into March. Mother's Day and Easter Sunday lunch are now being advertised. Functions remain a priority and are continually advertised.

1.6 Functions;

Bookings throughout 2018 are looking strong, we have 6 confirmed exclusive use weddings booked compared to 2 last year. This unfortunately creates another problem with golfers because we need to be able to offer facilities for them when The View closes for a wedding. A marquee outside the Pro Shop with a temporary bar seems to be the best solution at present

Evening celebrations are proving popular and these are ideal for the venue because golfers are generally not here during the evenings

The net spend of functions booked from 1 January 2017 until 31 December 2017 was £62,969. So far, the net spend of confirmed bookings from 1st January 2018 to 31st December 2018 is £45,558.

2. Financial Appraisal

There are no direct financial implications of this report.

3. Contact Officer

The Contact Officer for this report is Craig Nicol, General Manager.

General Manager



Town Clerk



