



## Seaford Town Council

### AMENDED – CHANGE OF VENUE

#### Seaford Town Council Golf & The View Agenda – 8<sup>th</sup> March 2022

##### To the Members of the Golf & The View Committee

Councillors D Argent (Chair), B Payne (Vice Chair), N Adil, M Brown, J Cash, J Edson, R Reed, M Hayder, R Hayder and B Webb.

A meeting of the **Golf & The View Committee** will be held in the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Tuesday 8<sup>th</sup> March 2022** at 7.00pm, which you are summoned to attend.

Adam Chugg

Town Clerk

25<sup>th</sup> February 2022

- **The meeting will be video recorded and uploaded to the Town Council's YouTube channel after the meeting.**
- **See the end of the agenda for further details of public access and participation.**
- **All participants are encouraged to carry out a home Covid test before attending the meeting and wear a mask at the meeting (where you are comfortable doing so)**

### AGENDA

#### 1. Apologies for Absence

To consider apologies for absence.

#### 2. Disclosure of Interests

To deal with any disclosure by Members of any disclosable 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 relevant legislation and Seaford Town Council Policy.

#### **4. Head Greenkeeper's Update Report**

To consider report 181/21 providing the Committee with an update on golf course maintenance (pages 5 to 9).

#### **5. Golf Professional's Update Report**

To consider report 182/21 providing an update on golf course related matters (pages 10 to 12).

#### **6. The View General Manager's Update Report**

To consider report 183/21 updating the Committee on business operations at The View (pages 13 to 15).

#### **7. AMENDMENT Seaford Head Golf Club Update**

A standard agenda item to enable the representatives of Seaford Head Golf Club at the meeting to give brief verbal updates on relevant business / activities of the club, for noting only

#### **8. Exclusion of the Press & Public**

The Chair 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 discussion on the next item of business for the reasons as set out below.

The resolutions of the item will be recorded publicly in the minutes of this meeting.

*The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Freedom of Information Act 2000 and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below.*

*Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information.*

#### **9. The View Financial Stability Update & Working Group Proposal**

##### **EXEMPT**

To consider exempt report 183/21 providing provide a briefing for the Committee on; the financial history of The View, the context for this, and some possible future options to take and suggested way in which to review these (exempt pages 1 to 66).

*Reason for exemption: to consider commercially sensitive arrangements relating to the financial and commercial affairs of the Town Council's asset.*

*Explanation of Reason: under the Freedom of Information Act 2000 s43(1), disclosure of this report would likely prejudice the commercial interests or activities any party.*

## AGENDA NOTES

For further information about items on this Agenda please contact:

Adam Chugg, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk)

Telephone: 01323 894 870 *(please note that due to working from home, this phone line is not currently staffed, so please leave a voice message and this will be picked up and forwarded to the relevant member of staff to deal with)*

Circulation:

All Town Councillors, Young Mayor, Deputy Young Mayor and registered email recipients.

Public Access:

Members of the public looking to access this meeting will be able to do so by:

1. Attending the meeting in person.

Due to health and safety restrictions, the number of public in attendance will be limited (exact number to be confirmed). The Town Council therefore asks that you contact [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk) or 01323 894 870 to register your interest in attending at least 24 hours before the meeting.

Spaces will be assigned on a first come, first served basis.

Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space.

OR

2. Watching the recording of the meeting on the [Town Council's YouTube channel](#) , which will be uploaded after the meeting has taken place.

Public Access to the Venue:

If you are attending the meeting in person, please arrive for 6.55pm where you will be shown into the meeting for a 7.00pm start.

Public Participation:

Members of the public looking to participate in the public participation section of the meeting must do so in person, by making a verbal statement during the public participation section of the meeting.

Below are some key points for public participation in the meeting:

1. Your statement should be regarding business on the agenda for that meeting.
2. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is.
3. You do not have to state your name if you don't want to.

4. If you are unsure of when best to speak, either query this with an officer/councillor ahead of the meeting or raise your hand during the public participation item of the meeting and ask the Chair – they will always be happy to advise.
5. When the Chair has indicated that it is the part of the meeting that allows public participation, raise your hand and the Chair will invite you to speak in order.
6. Statements by members of the public are limited to four minutes and you don't automatically have the right to reply. The Chair may have to cut you short if you overrun on time or try to speak out of turn – this is just to ensure the meeting stays on track.
7. Where required, the Town Council will try to provide a response to your statement but if it is unable to do so at the meeting, may respond in writing following the meeting.
8. Members of the public should not speak at other points of the meeting.
9. A summarised version of your statement, but no personal details, will be recorded in the minutes of the meeting.

#### Public Comments

Members of the public looking to submit comments on any item of business on the agenda can do so in writing ahead of the meeting and this will be circulated to all committee members. Comments can be submitted by email to [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk) or by post to the Town Council offices.

#### Covid-safety Measures:

While Covid restrictions are no longer mandated the Town Council wishes to stay vigilant and mindful of the health and safety of its meeting participants by continuing to observe the following:

1. Do not attend the meeting if you are displaying any Covid-19 symptoms; a high temperature, a new continuous cough or a loss or change to your sense of smell or taste (source [NHS website](#)).
2. The Town Council would encourage anyone attending the meeting in person to have carried out a rapid lateral flow coronavirus test before attending. These are tests taken at home, giving you an instant result, and ordered for free from the [Gov.uk website](#) or by calling 119 (open 7am to 11pm, calls are free).
3. If you test positive, please do not attend the meeting; you are advised to self-isolate immediately for a minimum of five days.
4. You are encouraged to wear a mask at the meeting if you are comfortable doing so.



## Seaford Town Council

<b>Report No:</b>	<b>181/21</b>
<b>Agenda Item No:</b>	<b>4</b>
<b>Committee:</b>	<b>Golf &amp; The View</b>
<b>Date:</b>	<b>8<sup>th</sup> March 2022</b>
<b>Title:</b>	<b>Head Greenkeeper's Update Report</b>
<b>By:</b>	<b>Simon Lambert, Head Greenkeeper</b>
<b>Purpose of Report:</b>	<b>To provide the Committee with an update on golf course maintenance</b>

<b>Recommendations</b>
<b>The Golf &amp; The View Committee is recommended:</b>
1. To note the contents of this report.

### 1. Information

#### 1.1 Overview:

1.2 The weather has played a great factor in the last few months with the wet and windy continuing on and off throughout periods of the winter. This has 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 wet and weak areas from traffic when needed. This helps us to keep the course open and allow the use of trolleys, which have only been off once this winter.

1.3 The relatively warm and wet conditions have led to an increase in grub activity on the tees another certain areas. This has led to damage being caused by crows and other birds stripping the turf to find food. We have minimised this as much as possible through the use of deterrents and other products, to some success. Once the activity reduces, we will begin to repair these areas through turfing ,seeding and top dressing. Other areas which show signs of stress from high traffic and use will have work done on them

such as aeration, over seeding and top dressing, as required. With a good level of water in the ground, we hope for a good spring with lush growth to help recover these areas quickly.

- 1.4 Following my last report, investigation work continues on what is required and the costs involved in moving the 17th green and 18th tees. We have had various site meetings in house and also with Seaford Head Golf Club to discuss options moving forward. A member of the office team has joined in working on the project and has been looking into what permissions will be required and to help get the project moving.
- 1.5 After seeing a call for nature sites program on the South Downs National Parks website and looking through the options, we identified a few possible sites and ideas that we could put forward for help and grants to be included in the scheme. The main option is for the addition of another dewpond and wetland area on the land between the golf course and Southdown Corner. This area is mainly un-managed scrub and is a low point where water collects during the winter months. This site was put forward as a possible option to be considered with no commitment at this stage. The time frame for submissions has closed; 71 submissions were received. They are currently being reviewed by the South Downs National Park Authority for any that could be progressed.
- 1.6 **Course Maintenance:**
- 1.7 The wildflower areas of Southdown Corner and the bluebell areas of the course will be mown in the next few weeks to encourage the growth in the spring. These areas were left in the autumn when other areas were mown. We are keen to find out what timing is best and adapt accordingly to help promote the best practices for these areas.
- 1.8 We have continued with the programme of winter aeration and maintenance to all fine turf areas. This includes solid tining slitting and the application of low nitrogen fertilisers containing micronutrients and other ingredients to toughen the turf and protect from disease and frost damage. The temporary greens have been in use during frost periods but the use in wet conditions have not been needed as the main greens continue to drain well.
- 1.9 The program has the added benefit of promoting a healthy soil profile encouraging and feeding the beneficial bacteria and fungi. These in turn help

to break down thatch and nutrients not available to the grass plant. These together produce a protective web around the plant root system protecting it from pests and disease.

**1.10** The goal moving forward is to continue with these programs and futureproof ourselves. Every year more and more chemicals and pesticides are removed from use and if we can achieve not relying on them now, we will be ahead of the game when a point comes where there will no longer be chemicals available.

**1.11** Aeration work on fairways and walkways have taken place throughout the winter to help manage any water and also promote healthy grass growth and air into the soil. This will continue into spring to help encourage new growth.

**1.12** The buggies have been out of use for the winter period for the safety of the users due to course conditions. They will be back in use at the earliest point following an improvement in the conditions. With the new digger now on site, we hope to create more paths in the future to help prolong the buggy use into the winter months.

**1.13 Irrigation:**

**1.14** The irrigation system was drained down for winter to prevent freezing. The computer controller continues to do weekly checks on the electrical and valve part of the system to prevent them becoming stuck. The system will be serviced and pressurised ready for use once the temperatures rise and before irrigation is needed.

**1.15** Moving forward this should be planned for as the current usage of water to irrigate the roof of The View is costly and moving away from mains could help to save around £2,000- £3,000 annually. Options include finding its own source, a new supply taken from the existing tank or a new supply taken from the borehole. The roof irrigation was designed for mains pressure which is significantly lower than the course irrigation requirements.

**1.16 Staff:**

**1.17** We have begun the process of adding to the greenkeeping team with another Assistant Greenkeeper. Adverts have been put out and the closing date is the day before the meeting so I should be able to update on the number of applicants.

- 1.18** One of our Assistant Greenkeepers as always continues to be on top of his level 3 training.
- 1.19** A team member will be attending PA1-6 spraying course in March, to continue his CPD and help in any spraying we may need to do on the grounds.
- 1.20** A team member successfully completed the chainsaw course and is now able to assist in the use and maintenance of the any chainsaw works.
- 1.21 Machinery:**
- 1.22** As we moved into winter the machinery had a deep clean, grease and repairs as necessary. The spring servicing should be complete by the time of the meeting, all filters and oils are in-stock and the work will be done both inhouse and by a local contractor as required. The mowing units will be sent away for regrind and sharpening following the first few cuts of the new season.
- 1.23** Moving into the fifth year of the machinery replacement program, we have selected the appropriate pieces of machinery and equipment left to replace. We are currently awaiting the last few quotes to be able to select a supplier to go out to lease tender with.
- 1.24** The Golf Course Pick-up has surprisingly passed another MOT with only minor works required. This is in a rather poor state and should any major works be required then we would probably not go ahead with the repairs in the future. With that in mind we will still have the new Gator when purchased road ready for use should it be needed. If the time comes, we would just need to insure the Gator for road use.
- 1.25** A great conditioned second-hand digger was found and purchased in December. This has already been put to good use on a number of projects around the course.
- 1.26** 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

- 2.1 The costs of moving and rebuilding the 17th green and 18th tees are being investigated.
- 2.2 The cost of replacement Gator, Roller and Sprayer have been requested.
- 2.3 The costs of works to the water supply for The View roof irrigation are to be investigated.

## 3. Contact Officer

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

Head Greenkeeper	
Town Clerk	



## Seaford Town Council

<b>Report No:</b>	<b>182/21</b>
<b>Agenda Item No:</b>	<b>5</b>
<b>Committee:</b>	<b>Golf &amp; The View</b>
<b>Date:</b>	<b>8<sup>th</sup> March 2022</b>
<b>Title:</b>	<b>Golf Professional's Update Report</b>
<b>By:</b>	<b>Fraser Morley, Golf Professional</b>
<b>Purpose of Report:</b>	<b>To provide an update on golf course related matters</b>

<b>Recommendations</b>
<b>The Golf &amp; The View Committee is recommended:</b>
1.To note the contents of the report.

### 1. Information

#### 1.1 Course Conditions and Income:

Up and till the end of February the weather has been very kind to us over the winter, this has seen us increase the amount we are over our income budget by approximately £78,000. The greenkeepers have maintained the course brilliantly and are constantly improving the area throughout the winter period.

The conditions and weather have seen us take advantage of a lot of visiting golfers throughout December, January and February.

#### 1.2 At the time of writing, buggies are not allowed for hire. The increased traffic through the winter has been an increase in the wear areas of the course.

The course was not originally designed for buggy use and we have to balance the usage with the ground conditions as much as possible. We are over income for the buggy hire budget for this year though.

#### 1.3 Membership:

#### 1.4 New members have been steadily coming in since 1<sup>st</sup> January on our 15 for 12 offer. We have seen 35 new members join which is a fantastic start to the new year's golf.

**1.5** Membership figures:

Membership Type	Number
7 Day	14
Senior	8
5 Day	3
Intermediate 2	4
Intermediate 1	3
Youth	1
Junior	2
Totals	35

**1.6** Renewal letters will be going out in early March and we hope to have a good percentage of renewals this year - we all hope it can be an uninterrupted year.

**1.7 Societies:**

**1.8** Societies have been continuing to book for the new year and passing on praise for the packages they are having at the golf course. We will make sure that societies are spread out well and not taking over the course so everyone has as good an experience as they can at our course. This will also help add income to traditionally quieter days.

**1.9** With nearly 150 bookings already, it looks like it could be bumper year for societies.

**2. Other Items**

**2.1** The new handicap terminal should be in place by the date of the meeting. This will allow members to input their own general play cards and also direct them more into the bar area. This will be coupled with new membership cards that have chip technology in them to allow ease of use.

**2.2** This will also allow some club items and bespoke trophy cabinet in the area and the foyer to be used for competition boards, photos and visuals of the view from the course of Seaford and the beach.



**2.3** With thanks, mainly to the Club Secretary Shaun Doyle, Seaford Head Golf Club now has its Golfsafe Certificate from Golf England. In short, this

means that we are a safe space for vulnerable children and adults. This is a requirement of all clubs in England.

- 2.4** Applications for a new member of the Pro Shop staff have been coming in and I hope to start interviews as soon as possible to enable us to get them in place from early April.

### **3. Contact Officer**

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

Golf Professional	
Town Clerk	



## Seaford Town Council

<b>Report No:</b>	<b>183/21</b>
<b>Agenda Item No:</b>	<b>6</b>
<b>Committee:</b>	<b>Golf &amp; The View</b>
<b>Date:</b>	<b>8<sup>th</sup> March 2022</b>
<b>Title:</b>	<b>General Manager's Report</b>
<b>By:</b>	<b>Craig Nicol, General Manager</b>
<b>Purpose of Report:</b>	<b>To update the Committee on business operations at The View</b>

<b>Recommendations</b>
<b>The Golf &amp; The View Committee is recommended:</b>
1. To note the contents of the report.

### 1. Information

- 1.1 The View is recruiting once again for a Sous Chef and front of house staff in preparation for the busy season ahead. The current Sous Chef has decided to take on a Head Chef position elsewhere.
- 1.2 The increase in minimum wage takes effect annually in April and for the last few years, has represented a larger percentage increase than that offered to higher paid staff. Officers are addressing this in two ways; firstly via a review of the structure and roles within The View (front of house and support staff). Secondly, and not just isolated to The View but across the board for the Town Council, awaiting guidance from central government as to how local councils can look to address the upwards pressure on all of the Town Council's salaries. It should be said that this problem is not isolated to the Town Council and is being felt by employers across the country.
- 1.3 Revenue continues to perform well, after Covid affected December, January has bounced back to levels seen pre-pandemic. February has been affected by large groups cancelling due to Covid worries but the

function diary in March is strong. Restaurant visitors have been very high, with very busy lunches.


- 1.4 At end of January, revenue for the year is £25,776 above the yearly budget with two more months of trading to go.
- 1.5 If February and March follow same pattern as previous years, I expect the year end result to be a loss of £95,000 compared to a budgeted loss of £172,460. Considering we experienced four months of limited trading at the start of the year, this is an excellent result compared to budget.
- 1.6 January and February's discount scheme has been well used.
- 1.7 Function bookings for next year are at a good level and people seem more confident to commit to larger groups now.
- 1.8 Theme Thursdays are booked for the next five months with our upcoming events being advertised.
- 1.9 Opening hours during the summer, which will be confirmed under delegated powers, will be:  
March, 8am – 6pm (8pm at weekends with no function)  
April and May, 8am – 8pm  
June, July and August, 7am – 9pm
- 1.10 Opening hours can be kept under review and if certain hours are not producing enough supporting revenue, then they can be adjusted accordingly.
- 1.11 We have improved our name and made a lot of friends during the pandemic recovery and this hopefully will encourage people to visit more, creating a fantastic summer. We do need to be wary of inflation both in our own prices (cost and selling) and the way people's household budgets will become stretched - an evening out is often the first thing that people cut back on when pennies are tight and we need to be able to respond to that with tempting offers offering value for money.

## **2 Financial Implications**

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

## **3 Contact Officer**

- 3.1 The contact officer for this report is Craig Nicol, General Manager

General Manager	
Town Clerk	