



Seaford Town Council

Seaford Town Council Golf & The View Agenda – 30th August 2022

To the Members of the Golf & The View Committee

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

Seaford Head Golf Club Representatives – A Miller and S Doyle.

A meeting of the **Golf & The View Committee** will be held in the **Council**

Chambers, 37 Church Street, Seaford, BN25 1HG on **Tuesday 30th August 2022** at 7.00pm, which you are summoned to attend.



Adam Chugg

Town Clerk

19th August 2022

- **Public attendance at this meeting will be limited to 10 due to the size of the meeting, so public will need to register to guarantee a place**
- **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.**

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. Golf & The View Year End 2021 – 2022 Financial Report

To consider report 27/22 presenting the 2021 – 2022 year-end financial position for the Golf & The View Committee (pages 5 to 12).

5. Course Manager's Update Report

To consider report 67/22 providing the Committee with an update on management and maintenance of the golf course maintenance (pages 13 to 16).

6. Golf Professional's Update Report

To consider report 68/22 providing an update from the Golf Professional service on golf course related matters (pages 17 to 19).

7. The View's Business & General Manager Update Report

To consider report 69/22 updating the Committee on business operations at The View (pages 20 to 22).

8. 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

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

Telephone: 01323 894 870

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.

The Town Council asks that you contact 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.

Please note that the front door of the building will be locked at 7.00pm and remain locked during the meeting for security reasons. As such, if you arrive after this time, you will not be able to access the meeting.

When members of the public are looking to leave, they must be escorted out of the building by a Town Council officer. There is also a signposted back door which can be exited through if required.

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 or by post to the Town Council offices.

Health & 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 upholding the requirement that you should not attend the meeting if you are displaying any Covid-19 symptoms (or have tested positive) as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



Seaford Town Council

Report No:	27/22
Agenda Item No:	4
Committee:	Golf & The View
Date:	30th August 2022
Title:	Golf & The View Year End 2021 – 2022 Financial Report
By:	Karen Singleton, Responsible Financial Officer (RFO)
Purpose of Report:	To present the 2021 – 2022 year-end financial position for the Golf & The View Committee

Recommendations
The Golf & The View Committee is recommended:
1. To note the contents of the report.

1. Summary

- 1.1 The last financial year (2021 - 2022) has been a very good one for the golf course and The View compared to the previous year, when it was severely affected because of Covid-19 closures and rules.
- 1.2 Attached at Appendix 1 is the income and expenditure report for this Committee showing the final year-end (2021 - 2022) figures.
- 1.3 Income was budgeted prudently and expenditure included everything known. Overall, the Committee income was £1,085,886 which was £233,351 more than budgeted. Expenditure was £1,023,226 which is £10,444 less than budgeted.
- 1.4 There was £62,660 more income than expenditure and after transfers to and from earmarked reserves (EMR), £46,248 was contributed to increase the General Reserve.
- 1.5 Significant variances to budget are reported on below.

2. The Golf Course

2.1 The golf course was budgeted to make a 'loss' of £8,675 but the final figures show a surplus of £143,595.

2.2 Income:

Total income was £107,558 more than budgeted (125.3%) (excluding the VAT partial exemption income).

1000 - membership fees reached 108.4% of budget, which was a surplus over budget of £14,250.

1001/1002 - combined green fees (£251,079) were a significant 163.8% more than budget (£153,300).

1003 - golf societies did not quite achieve budget, only reaching 96.5%, but this meant an increase in available tee times which helped to increase the green fees taken.

2.3 Expenditure:

4002 - Employers Superannuation (pension), when budgets are set provision has to be made for everyone to enter the Local Government Pension Scheme (LGPS). This expenditure is lower than budget because staff often decide not to join the pension scheme or join NEST instead, which is a cheaper option than the LGPS.

4041 – the budget contains an element of VAT which is not claimable. This was not invoiced this year as the Golf Professional was not VAT registered.

4051- a Covid-19 related rates rebate was given in the year, resulting in a £16,064 saving over budget.

4155 – professional fees were budgeted for the review of the Golf Professional contract but it was not required.

4156 – bank charges were significantly higher due to payments being made by card rather than cash.

4261 – Grounds maintenance non-contract went over budget due to the purchase of practice nets that were urgently needed. This expenditure was offset by the increase in income.

4271 – the cost of the additional lease this year was more than anticipated, mainly because of the unclaimable VAT.

3. Capital Costs

- 3.1** 1317 – relates to a Partial VAT refund from 2020 - 2021 due on the pump house.

4. The View

- 4.1** The View is the service most affected by the Covid-19 pandemic, making it difficult to budget in 2021 - 2022 as it was uncertain whether or not the income would be affected again.

- 4.2** It was budgeted very prudently and thought to make a potential 'loss' of £172,460 but the actual figures show a loss of £86,312.

4.3 Income:

Total income was £108,391 more than budgeted. This includes government grants received of £29,196.

1306 - £1,653 was received for hiring rooms.

1307/1308 - £12,198 was received more than budget in bar sales but £9,783 less in food sales.

1310 – income from societies was budgeted low as it was uncertain whether or not they would be able to go ahead, but the final income was £12,850 more than budget.

1312/13 - functions were not budgeted for as at the time of budget setting they weren't allowed. £61,293 was received in the year.

4.4 Expenditure:

Staff costs were slightly higher than budget due to additional staff being required for functions and societies. This was partially offset by lower national insurance and pension contributions, as the additional staff were predominantly casuals – many of whom are not within a pension scheme and earn under the threshold for national insurance contributions.

4009 - recruitment costs of £1,269 were incurred. There was difficulty recruiting staff throughout the hospitality sector, meaning that paid-for recruitment methods had to be used as well as the free options.

4051 - a Covid-19 related rates rebate was given in the year, resulting in a £5,165 saving over budget.

4052 - water & sewage was £2,984 under budget but this may not reflect actual reduced water usage due to the billing system of Castle Water.

4201/2 - are over budget due to additional cleaning required and more use of table covers.

4280/72/75 - these are all over budget due to the age of the building and items needing to be replaced/ repaired.



4303/4 - food and bar expenditure is over budget to correspond with the additional income brought in by functions.

5. Financial Appraisal

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

6. Contact Officer

The Contact Officer for this report is Karen Singleton, RFO.

RFO	
Town Clerk	

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Golf Course and The View</u>							
<u>101 Golf Course</u>							
1000 Golf Course Season Ticket	184,250	170,000	(14,250)			108.4%	
1001 Golf Course Green Fees M-F	152,820	82,000	(70,820)			186.4%	
1002 Golf Course Green Fees w/eb/h	98,259	71,300	(26,959)			137.8%	
1003 Golf Course Societies	69,840	72,400	2,560			96.5%	
1004 Golf Course Locker	988	1,100	112			89.8%	
1007 Golf Course Air Traffic	7,500	7,500	0			100.0%	
1019 Rechargeable Income	179	0	(179)			0.0%	
1050 Income Rent	85	85	0			100.0%	
1054 Income Other	792	650	(142)			121.8%	
1077 Income Sale Equipment	3,100	3,000	(100)			103.3%	
1311 Buggy Hire	15,280	17,500	2,220			87.3%	
1317 Income VAT PE Adjustment	12,026	0	(12,026)			0.0%	12,026
Golf Course :- Income	545,119	425,535	(119,584)			128.1%	12,026
4000 Salaries & Wages	98,031	98,285	254		254	99.7%	
4001 Employers NI	8,367	8,715	348		348	96.0%	
4002 Employers Superannuation	13,048	17,080	4,032		4,032	76.4%	
4009 Recruitment Costs	492	500	8		8	98.4%	
4010 Staff Training	1,802	2,000	198		198	90.1%	
4011 Staff Protective Clothing	1,382	1,250	(132)		(132)	110.6%	
4019 Rechargeable Expenditure	179	0	(179)		(179)	0.0%	
4041 Golf Professional Retainer	45,833	55,000	9,167		9,167	83.3%	
4045 Golf Course Player Costs	1,060	1,000	(60)		(60)	106.0%	
4046 Golf Club Membership Fees	14,520	14,300	(220)		(220)	101.5%	
4051 Rates	5,291	21,355	16,064		16,064	24.8%	
4052 Water & Sewerage	1,039	1,000	(39)		(39)	103.9%	
4060 Refuse	250	350	100		100	71.3%	
4100 Telecommunications	681	750	69		69	90.8%	
4105 Postage	0	50	50		50	0.0%	
4106 Stationery	249	350	101		101	71.0%	
4110 Advertising & Publicity	0	500	500		500	0.0%	
4112 Subscriptions	490	500	10		10	98.0%	
4113 Software Support	1,738	1,935	197		197	89.8%	
4114 Licence Fee	75	75	0		0	100.0%	
4115 Insurance	8,630	9,785	1,155		1,155	88.2%	
4116 Web Site	72	75	3		3	96.0%	
4155 Professional Fees	0	5,000	5,000		5,000	0.0%	
4156 Bank Charges	6,278	4,500	(1,778)		(1,778)	139.5%	

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4201 Cleaning & Hygiene	116	500	384		384	23.3%	
4251 Dog Bin Emptying	1,286	1,325	39		39	97.0%	
4261 Grounds Maint non contract	39,164	37,000	(2,164)		(2,164)	105.8%	
4270 Vehicles & Equipment Maint	15,271	15,280	9		9	99.9%	
4271 Vehicle & Equipment Lease	68,237	66,850	(1,387)		(1,387)	102.1%	
4272 Furniture & Equipment	9,490	8,500	(990)		(990)	111.7%	990
4275 Building Maintenance	264	1,200	936		936	22.0%	
4276 CCTV	694	200	(494)		(494)	346.8%	
4279 Fire & Security	450	1,000	550		550	45.0%	
4308 Golf Course Overheads	50,000	50,000	(0)		(0)	100.0%	
4309 Buggy Lease & Maintenance	7,045	8,000	955		955	88.1%	
Golf Course :- Indirect Expenditure	401,523	434,210	32,687	0	32,687	92.5%	990
Net Income over Expenditure	143,595	(8,675)	(152,270)				
6000 plus Transfer from EMR	990						
6001 less Transfer to EMR	12,026						
Movement to/(from) Gen Reserve	132,560						
<u>102 Capital Costs-Golf & The View</u>							
1317 Income VAT PE Adjustment	5,377	0	(5,377)			0.0%	5,377
Capital Costs-Golf & The View :- Income	5,377	0	(5,377)				5,377
Net Income	5,377	0	(5,377)				
6001 less Transfer to EMR	5,377						
Movement to/(from) Gen Reserve	0						
<u>103 The View</u>							
1050 Income Rent	750	1,000	250			75.0%	
1053 Income Grants	29,196	0	(29,196)			0.0%	
1091 Income Building Maintenance	305	0	(305)			0.0%	
1305 Income Golf Course Overheads	50,000	50,000	(0)			100.0%	
1306 Income Golf Club Room Hires	1,653	0	(1,653)			0.0%	
1307 Income Bar Sales	132,198	120,000	(12,198)			110.2%	
1308 Income Food Sales	230,217	240,000	9,783			95.9%	
1310 Income - Society Food	28,850	16,000	(12,850)			180.3%	
1312 Function Food Sales	60,252	0	(60,252)			0.0%	
1313 Function Bar Sales	1,041	0	(1,041)			0.0%	
1316 Events Income - The View	253	0	(253)			0.0%	
1318 Income The View Kiosk	674	0	(674)			0.0%	
The View :- Income	535,391	427,000	(108,391)			125.4%	0

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000 Salaries & Wages	227,907	219,660	(8,247)		(8,247)	103.8%	
4001 Employers NI	14,945	16,180	1,235		1,235	92.4%	
4002 Employers Superannuation	18,789	22,070	3,281		3,281	85.1%	
4003 Sub-contracted Staff	4,105	4,000	(105)		(105)	102.6%	
4009 Recruitment Costs	1,269	0	(1,269)		(1,269)	0.0%	
4010 Staff Training	510	1,000	490		490	51.0%	
4012 Staff Expenses	25	150	125		125	16.7%	
4016 Staff Uniform	16	100	84		84	15.8%	
4017 Timesheet & Rota Software	206	220	14		14	93.5%	
4051 Rates	1,700	6,865	5,165		5,165	24.8%	
4052 Water & Sewerage	1,916	4,900	2,984		2,984	39.1%	
4055 Electricity	19,185	19,500	315		315	98.4%	
4056 Gas	3,893	5,000	1,107		1,107	77.9%	
4060 Refuse	3,409	3,500	91		91	97.4%	
4100 Telecommunications	2,734	3,000	266		266	91.1%	
4105 Postage	0	100	100		100	0.0%	
4106 Stationery	702	1,000	298		298	70.2%	
4110 Advertising & Publicity	1,658	5,000	3,342		3,342	33.2%	
4112 Subscriptions	75	75	0		0	100.0%	
4113 Software Support	1,128	1,100	(28)		(28)	102.6%	
4114 Licence Fee	910	1,000	90		90	91.0%	
4115 Insurance	3,100	3,920	820		820	79.1%	
4116 Web Site	218	220	2		2	99.3%	
4156 Bank Charges	5,334	5,000	(334)		(334)	106.7%	
4196 Events Expenditure - The View	1,766	0	(1,766)		(1,766)	0.0%	
4201 Cleaning & Hygiene	16,168	15,000	(1,168)		(1,168)	107.8%	
4202 Linen Cleaning	2,475	600	(1,875)		(1,875)	412.5%	
4270 Vehicles & Equipment Maint	3,060	2,000	(1,060)		(1,060)	153.0%	
4272 Furniture & Equipment	3,199	1,000	(2,199)		(2,199)	319.9%	
4275 Building Maintenance	5,430	3,000	(2,430)		(2,430)	181.0%	
4276 CCTV	218	500	282		282	43.5%	
4279 Fire & Security	973	1,500	528		528	64.8%	
4301 Public Works Loan Payment	104,977	105,000	23		23	100.0%	
4303 Food Expenditure	110,036	96,000	(14,036)		(14,036)	114.6%	
4304 Bar Expenditure	50,380	42,000	(8,380)		(8,380)	120.0%	
4306 Catering Utensils & Equip	1,064	1,000	(64)		(64)	106.4%	
4307 Bar Utensils & Equip	367	250	(117)		(117)	146.9%	
4311 Pest Control	1,839	850	(989)		(989)	216.3%	
4313 Stock Take	1,000	2,200	1,200		1,200	45.5%	
4314 Cost of Card Top Up Incentives	3,710	3,000	(710)		(710)	123.7%	
4315 The View Kiosk Expenditure	150	0	(150)		(150)	0.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4903 Term Maintenance	1,155	2,000	845		845	57.8%	
The View :- Indirect Expenditure	<u>621,703</u>	<u>599,460</u>	<u>(22,243)</u>	<u>0</u>	<u>(22,243)</u>	<u>103.7%</u>	<u>0</u>
Net Income over Expenditure	<u>(86,312)</u>	<u>(172,460)</u>	<u>(86,148)</u>				
Golf Course and The View :- Income	1,085,886	852,535	(233,351)			127.4%	
Expenditure	1,023,226	1,033,670	10,444	0	10,444	99.0%	
Net Income over Expenditure	<u>62,660</u>	<u>(181,135)</u>	<u>(243,795)</u>				
plus Transfer from EMR	990						
less Transfer to EMR	17,403						
Movement to/(from) Gen Reserve	<u>46,248</u>						
Grand Totals:- Income	1,085,886	852,535	(233,351)			127.4%	
Expenditure	1,023,226	1,033,670	10,444	0	10,444	99.0%	
Net Income over Expenditure	<u>62,660</u>	<u>(181,135)</u>	<u>(243,795)</u>				
plus Transfer from EMR	990						
less Transfer to EMR	17,403						
Movement to/(from) Gen Reserve	<u>46,248</u>						



Seaford Town Council

Report No:	67/22
Agenda Item No:	5
Committee:	Golf & The View
Date:	30th August 2022
Title:	Course Manager's Update Report
By:	Simon Lambert, Course Manager
Purpose of Report:	To provide the Committee with an update on the management and maintenance of the golf course

Recommendations
The Golf & The View Committee is recommended:
1.To note the contents of this report.

1. Information

1.1 Overview:

1.2 The overall summer picture of summer has been of a drought. The course has been affected by this and has become very dry and golden brown. The golfers have still been playing and enjoying the different challenges this brings. The greenkeeping team have been working hard to continue to offer a great course to play despite not as usually experienced.

1.3 The hot dry weather has seen three separate fires at present and these have been of quite a large scale. One of which took 4 fire engines and 2 further 4x4 fire trucks to control. The fire service was great and looked after the course and the scrub as best they could, containing the fire while protecting themselves the public and areas nearby. These fires have led to us, along with many other golf courses, banning smoking to reduce the risk of fire. We have also placed signs prohibiting smoking and barbecues on site on the access areas and footpath signs for the public to see. Hopefully at the meeting I can report of no further fires on site.

- 1.4** The hosepipe ban currently in place has only seen domestic uses banned. This said we are currently using 100% borehole water. With our modern computer controlled system the irrigation comes on in the night, programmed by myself of Tyler to take into account wind direction and current water loss through evapotranspiration. We also use hoses from the system to water areas that are not efficiently covered by the irrigation system and would present too much watering of no target areas. We have taken additional measures also including: less water on tees; products used to retain water in the soil profile; heights of cut raised to protect and reduce water loss through evaporation; regular checks of the sprinklers and nozzles to ensure correct and efficient operation, and; hand watering to target specific areas and reduce waste.
- 1.5** The summer program is little and often and consists of stress management for turf and soil health. The program is working well and the greens are coping well with the summer heat. We apply products to help manage the water in the soil and also beneficial bacteria and fungi to maintain a balanced soil profile.
- 1.6** I had a meeting with our designated officer from the South Downs National Park Authority to discuss and show the area of the potential wetland pond area. This was of great help - we discussed the next steps, the first of which is to identify the soil types we have and also potential costs and sizes. We also went around the course and talked about other areas and the management of them. They were pleased with the work we do and also suggested timings for cutting and clearing to help enhance the wildflowers chances.
- 1.7 Course Maintenance**
- 1.8** As we move through summer, the ground dries and the mowing reduces. This gives us time to catch up with smaller tidying up jobs, hedge cutting, clearing of paths and weeds and other strimming and cleaning. We are also tasking a lot of time to hand water areas of stress. The irrigation system is good but to be efficient during windy conditions we like to target specific areas to prevent any overwatering or waste. This is working well to keep the greens and tees healthy.

- 1.9** The course has begun to show signs of wear in the hot dry conditions. Walkways and paths are becoming thin. We have introduced white lines and stakes to spread the golf traffic. Usually something we do in winter for waterlogged areas but is also working well now.
- 1.10** We have begun some projects such as increasing the size and levels of tees and topping up paths with shell. This work gets us a head start to the winter due to reduced cutting as the course is dry.
- 1.11 Irrigation:**
- 1.12** The irrigation system has been working hard but well. The borehole is currently keeping up with demand and this is monitored regularly to ensure it is coping.
- 1.13** The clubhouse roof irrigation is still supplied by the mains water. This has been reduced to a minimum to help conserve water during the drought period.
- 1.14 Staff:**
- 1.15** One team member has all but completed his level 3 training. He is then finishing off and tidying up the ends ready to submit a final time when the college opens after the summer break.
- 1.16** We will begin the appraisals process this month and within that we will look at specific needs and requirements of each team member and any training that may be available.
- 1.17** We have had no recent applications for the third Assistant Greenkeeper position. This recruitment is currently on hold while a review of the greenkeeping team terms and conditions of employment takes place, to ensure we remain an attractive employer and retain our current and future staff.
- 1.18 Machinery:**
- 1.19** The machinery has so far all been working well. As we have moved into the hot, dry summer we have not been required to mow as often and therefore have saved on fuel usage which should help to balance out the high costs of the diesel at present. As an example, last year we were paying around 72p per litre of red diesel, the last order placed in July was £1.20 per litre. This is a cost that may see the fuel spend over budget, although as mentioned with the dry weather have seen a reduction in usage also.



- 1.20** Year 5 of replacements has been part completed. We took delivery of the greens roller and sprayer from Toro in July. Both are working well. The arrival of the John Deere is imminent at the time of writing this report.
- 1.21** As previously reported, year 5 is the last year of replacement program prior to updating and reviewing for future years. Year 6 and possibly 7 there should see two leases finishing leaving 3 running when we look to start the program again. As we then take a new lease out, an existing one will finish. All leases are finance leases so the equipment will be owned by us when finished.
- 1.22** 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 tee are being investigated.
- 2.2** Fuel costs have risen greatly and may see us go over budget in this area.
- 2.3** The lease cost of the replacement Gator has been agreed and we are awaiting delivery.
- 2.4** The costs of works to the water supply for The View roof irrigation are ongoing and with recent years could provide a good saving.

3. Contact Officer

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

Head Greenkeeper	
Town Clerk	



Seaford Town Council

Report No:	68/22
Agenda Item No:	6
Committee:	Golf & The View Committee
Date:	30th August 2022
Title:	Golf Professional's Update Report
By:	Fraser Morley, Golf Professional
Purpose of Report:	To provide an update from the Golf Professional service on golf course related matters

Recommendations
The Golf & The View Committee is recommended:
1.To note the contents of the report.

1. Information

1.1 Course Conditions and Income:

From the changeable weather of the spring to the hot and dry summer - we've seen some extreme conditions and Simon and his team have done a great job of maintaining the course.

- 1.2** Feedback from all golfers has been positive and we are comparing well to private courses in the area. Sadly, we have suffered a few fires and I would hope that by the time we have the meeting, British summertime will return and we'll have had plenty of rain to dampen this threat to the course.

1.3 Membership:

- 1.4** Membership figures have slowed as we have gone into the year. There have been some more additions from the last meeting and we over 95% of the yearly budget ,although we have actually surpassed the income of last year.

1.5 Membership figures:

Membership Type	Number
7 Day	103
Senior	120
5 Day	6
Intermediate 2	31
Intermediate 1	7
Youth	1
Junior	17
Totals	285

1.6 There are still some members who have not been able to renew due to illness and injury. The winter ticket becomes available on 1st October to help boost the income.

1.7 Societies:

1.8 Societies continue to be very busy and we have one every day until mid-October. Spreading the groups seems to be working well and not overloading peak days/times on the course.

1.9 The clubhouse manager and myself have looked at the packages/menus available for societies to give a more profitable/simplified options for The View. This will be linked in with any green fee changes for 2023 - 2024.

2. Other items

2.1 As we come out of the season, the Projects and Facilities Manager and myself will be moving forwards on the new locker room and buggy store, so this can be in place for the new season. This will help to improve locker and buggy income for the coming year.



2.2 Finding a new Teaching Professional/Additional help has been a difficult task. Very few applications and it is important we get the right person. Having consulted with the Town Clerk, if we are still in the same situation come the new year, we may have to look at an alternative solution.

2.3 On this note, the Town Clerk and I are looking my out of date contract to update this and I will be bringing the report of this to the next Golf & The View meeting.

- 2.4** The View has seen a great improvement from our point of view. We are seeing things heading in the right direction and feel the Mark has really hit the ground running with the experience that has been needed.

3. Contact Officer

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

Golf Professional	
Town Clerk	



Seaford Town Council

Report No:	69/22
Agenda Item No:	7
Committee:	Golf & The View Committee
Date:	30th August 2022
Title:	The View Manager's Update Report
By:	Mark Hocking, Business & General Manager
Purpose of Report:	To provide an update on operations at The View

Recommendations
The Golf & The View Committee is recommended:
1.To note the contents of the report.

1. Information

1.1 Staffing Update

- 1.2** The View will be recruiting for a part time admin assistant to help with financial input and enquiries, as well as marketing (replacing the previous Finance & Events Coordinator role).
- 1.3** We are trying to recruit some more part time casual team members, who are an integral part of The View. In turn, this will help reduce our reliance on highly-paid temporary chefs.
- 1.4** Candice has stepped up to the Assistant Manager role and is a great asset to The View, also an immeasurable support to myself.
- 1.5** We are looking at how we can incorporate adding food to later opening hours. Although, it can be very hard to predict and rota kitchen staff accordingly, as the level of trade can vary significantly, with little to no pattern. We are looking at how best to navigate this. . In the interim, we, as the management team, are standing in to support the kitchen operations, which in turn puts pressure elsewhere. The reintroduction of the administrative role (see 1.1) will help alleviate some of this pressure.

1.6 Revenue

1.7 Revenue continues to perform well. When I first joined, I reduced the price on the breakfast menu as this was an area that we were down in custom and revenue. This has now picked up and on many days, we are very busy and this has helped with revenue which we have seen growth throughout June, July and August.

1.8 We have also put a pie warmer on the bar, this is very popular with the golfers and public alike, it helps in busy times to alleviate pressure for the kitchen.

1.9 If the growth and income stay at the same level throughout the next few months, I expect us to be in a healthier position for the rest of the financial year.

1.10 We have to be aware of the financial climate and act accordingly to whatever comes our way, being more proactive and flexible in opening hours and food costs. We will be reintroducing a sandwich menu to have a low-cost alternative on the menu.

1.11 Marketing

1.12 We have been marketing for afternoon teas and they are becoming popular, going down very well as a special treat.

1.13 A lot of work has been carried out creating a special wedding package for The View, with the help from Heidi and Nikki at the Council offices.

1.14 We are marketing and changing The View website every day.

1.15 We are adding specials to the daily menu to give a wider scope of choice to the general public and allowing the chef to buy in ingredients that are of a better market price, allowing us to give better value for money.

1.16 Functions

1.17 Function bookings are picking up and we are now taking bookings for Christmas Parties.

1.18 We are taking bookings for wakes continually and are on average hosting two per week. This again, unless larger numbers, gives us a good return (we do not require any more staff for these).

1.19 Jazz nights continue and still prove to be popular. We are looking to add other musical nights to the agenda, with quiz nights coming back in September.

1.20 Golf Societies

1.21 Fraser and myself have been working on the golf society packages for next year. The intention is to make them more flexible to cater for, in turn seeing The View receive a higher income that will help offset the future increases in food costs.

1.22 Opening Hours

1.23 Opening hours during the summer were: weekdays 7.30am- 8.00pm.
Saturday 7.00am-8.00pm and Sundays 7.00am-6.00pm

1.24 Opening hours can be kept under review and if certain hours are not producing enough supporting revenue, then they can be adjusted accordingly. The aim is to open longer but with a smaller food menu (this is a work in progress).

1.25 Facilities

1.26 Within the building, we are constantly re-gassing the refrigeration cellar unit, which needs replacing. In order to make this worthwhile we are getting quotes to reduce the area being chilled, so in turn will need a smaller unit and will cost less to run. We are awaiting quotes.

1.27 The toilets have had a problem with blockages but thankfully this has been resolved now.

1.28 Business Profile

1.29 We have worked hard in recent months to raise the profile of The View and create a welcoming and positive atmosphere for its users. This has included dedicating time and effort to work with and listen to golf users, to help them to make this feel like their clubhouse again and spend more time at The View.

2. Financial Implications

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

3. Contact Officer

The Contact Officer for this report is Mark Hocking, Business & General Manager.

Business & General Manager	<i>M. Hocking</i>
Town Clerk	