



Seaford Town Council

Seaford Town Council Golf & The View Agenda – 5th December 2023

To the Members of the Golf & The View Committee

Councillors S Adeniji (Chair), S Dubas (Vice Chair), S Ali, R Buchanan, J Lord, J Meek, G Rutland, L Stirton and L Wallraven.

Seaford Head Golf Club Representatives – A Flood and S Doyle

A meeting of the **Golf & The View Committee** will be held in **The View at Seaford Head, Southdown Road, Seaford, BN25 4JS** on **Tuesday 5th December 2023** at **7.00pm**, which you are summoned to attend.

Adam Chugg
Town Clerk

29th November 2023

- **Public attendance at this meeting will be limited 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 Income & Expenditure Report to 31st October 2023](#)

To consider report 116/23 updating on the income and expenditure to 31st October 2023 (pages 5 to 12).

5. [Course Manager's Update Report](#)

To consider report 113/23 providing an update on management and maintenance of the golf course (pages 13 to 18).

6. [Golf Professional's Update Report](#)

To consider report 114/23 providing an update from the Golf Professional service on golf course related matters (pages 19 to 23).

7. [The View Update Report](#)

To consider report 119/23 providing the committee with an update on operations at The View (pages 24 to 25).

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.

9. [Golf & The View 2024 - 2025 Budget Report](#)

To consider report 115/23 presenting the Golf & The View draft budget report for 2024 - 2025 (pages 26 to 37).

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: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Circulation:

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Public Access:

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

1. Attending the meeting in person.

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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 from 6.45pm ready for the meeting start at 7.00pm.

Members of the public are able to exit the meeting at any point, although are asked to wait until the end of an agenda item so as to limit distractions for the Committee.

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 meetings@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:	116/23
Agenda Item No:	5
Committee:	Golf & The View Committee
Date:	5th December 2023
Title:	Golf & The View Income & Expenditure Report to 31st October 2023
By:	Lucy Clark, Finance Manager
Purpose of Report:	To update the Committee on the income and expenditure year to date.

Recommendations

The Golf & the View Committee is recommended:

1. To note the contents of the report.

1. Summary

- 1.1 Attached as Appendix 1 is the income and expenditure report for this Committee, as of 31st October 2023.
- 1.2 Members should note that all income received to 31st October 2023 is included, although expenditure is dependent upon receipt of invoice, many of which are paid in arrears.

2. The Golf Course

2.1 Income:

- 2.1.1 Appendix 1 includes seven months / 58% of the year and shows total income as £474,473 (91.8%). Members are reminded that income is not evenly spread throughout the year, with membership fees paid in advance for the whole year and green fees being weather and season dependant. It is currently projected that overall income will be in the region of £550,544 by the year end, which would be just over 6% above budget.
- 2.1.2 Membership income (1000/101) is 94% of budget and has exceeded the total income figure for the previous year.

2.1.3 Green fees are higher than expectations, with weekday green fees (1001/101) already at 93.3%, weekend/bank holiday green fees (1002/101) at 98.1% and society income (1003/101) at 82.5%.

2.2 Expenditure:

2.2.1 Overall expenditure year to date is £274,194 (59.3% of budget). As previously reported, this includes one-off annual payments already paid this year for golf club membership fees (4046/101) and insurance (4115/101), along with annual licence fees (4114/101), subscriptions (4112/101) and website fees (4116/101). It is currently projected that total expenditure will be £438,936 by the year end, which would be approximately 5% underbudget.

2.2.2 Staff Protective Clothing (4011/101) this 82.2% of budget due to necessary purchases for the new Assistant Greenkeeper position.

2.2.3 Refuse (4060/101) is overbudget due to Lewes District Council (LDC) changing increasing their fees significantly after the budget for 2023 - 2024 had been set. The refuse is now collected by Veolia who were cheaper than LDC but still higher than budget. It is expected to spend in the region of £825 by the year end.

2.2.5 Software Support (4113/101) these costs largely relates to Office365 costs where Microsoft submit their annual invoices in October of each year and have also increased their prices by 12%. There are still costs for Club V Management systems to come in January, which may take the account slightly overbudget by the year end.

2.2.6 Building Maintenance (4275/101) this account has gone overbudget due to the installation of the new dual swing doors to the downstairs changing rooms. It is possible that this account will be overbudget by £500 by the year end.

3. The View

3.1 Income:

3.1.1 Appendix 1 includes seven months / 58% of the year and shows total income as £399,747 (74.9%). It is currently projected that overall income will be in the region of £561,988 by the year end, which would be just over 5% above budget.

- 3.1.2 Income from Room Hires (1306/103) has significantly exceeded budget currently standing at 235%. This is due to a change of how room hires are charged, which was implemented after the 2023 - 2024 budget was set.
- 3.1.3 Income from Bar and Food Sales (1307/103 & 1308/103) are at 83.8% and 64.5% of budget respectively. Both budgets are expected to reach their target by the year end.
- 3.1.4 Income from Society Food (1310/103) is already 96.5% of budget and is expected to exceed target by the year end.
- 3.1.3 Income from Events (1316/103) largely relates to the monthly Jazz Nights, which have already exceeded budget at 125.3%.

Expenditure:

- 3.2.1 Overall expenditure year to date is £428,872 (64.7% of budget). This includes one-off annual payments already paid this year for Timesheet & Rota System (4017/103), Licence Fees (4114/103) and Insurance (4115/103). It is currently projected that total expenditure will be £673,393 by the year end, which would be approximately 1.5% overbudget. However, this may reduce slightly if the proposed lease agreements go ahead from 1st March 2023.
- 3.2.2 Payments to Sub-contracted Staff (4003/103) have exceeded the budget for the year and are already at 269.5% of budget. This is due to the reliance on agency staff to cover staff absences and shortages to ensure service delivery is maintained. With the exception of a General Manager, a full suite of staff are now in place which should see the need for these costs to reduce.
- 3.2.3 Recruitment Cost (4009/103) have exceeded budget, largely due to costs associated with recruiting the new Head Chef.
- 3.2.4 Water and Sewerage Costs (4052/103) are higher than budget due to realisation that bills were being based on the estimated meter readings when the budget was set for 2023 - 2024. The meter location was in question but has now been located, with regular readings being taken to ensure that bills are being raised correctly.
- 3.2.5 Software Support (4113/101) as explained within 2.2.5, these costs largely relate to costs for Office365 where Microsoft submit their annual invoices in October of each year and have also increased their prices by 12%.

3.2.6 Vehicle & Equipment Maintenance (4270/103) costs are almost at 100% of budget due to there being issues with the dishwasher and requiring costly new pumps. It is projected that this account code may go £500 overbudget by the year end.

3.2.7 Costs for Catering Utensils & Equipment (4306/103) it is likely that this account will be £500 overbudget by the year end due to the need for new dinner ware and cutlery, which was not identified until after budget setting.

4. Financial Appraisal

4.1 This report represents the income and expenditure figures from 1st April 2023 to 31st October 2023.

5. Contact Officer

5.1 The Contact Officer for this report is Lucy Clark, Finance Manager.

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

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>							
101 Golf Course							
1000 Golf Course Season Ticket	184,740	196,600	11,860			94.0%	
1001 Golf Course Green Fees M-F	115,711	124,000	8,289			93.3%	
1002 Golf Course Green Fees w/eb/h	88,308	90,000	1,692			98.1%	
1003 Golf Course Societies	61,879	75,000	13,122			82.5%	
1004 Golf Course Locker	1,202	2,250	1,048			53.4%	
1007 Golf Course Air Traffic	5,625	7,500	1,875			75.0%	
1050 Income Rent	0	85	85			0.0%	
1054 Income Other	750	700	(50)			107.1%	
1311 Buggy Hire	16,258	21,000	4,742			77.4%	
Golf Course :- Income	474,473	517,135	42,662			91.8%	0
4000 Salaries & Wages	69,517	138,640	69,123		69,123	50.1%	
4001 Employers NI	6,664	12,855	6,191		6,191	51.8%	
4002 Employers Superannuation	8,495	19,010	10,515		10,515	44.7%	
4009 Recruitment Costs	0	1,000	1,000		1,000	0.0%	
4010 Staff Training	530	2,000	1,470		1,470	26.5%	
4011 Staff Protective Clothing	1,316	1,600	284		284	82.2%	
4041 Golf Professional Retainer	33,228	68,355	35,127		35,127	48.6%	
4045 Golf Course Player Costs	780	1,600	820		820	48.8%	
4046 Golf Club Membership Fees	16,091	16,520	429		429	97.4%	
4051 Rates	4,147	22,000	17,853		17,853	18.8%	
4052 Water & Sewerage	585	2,000	1,415		1,415	29.3%	
4060 Refuse	412	275	(137)		(137)	149.8%	
4100 Telecommunications	437	750	313		313	58.2%	
4105 Postage	0	50	50		50	0.0%	
4106 Stationery	0	300	300		300	0.0%	
4110 Advertising & Publicity	1,269	0	(1,269)		(1,269)	0.0%	
4112 Subscriptions	535	560	25		25	95.5%	
4113 Software Support	1,728	1,890	162		162	91.4%	
4114 Licence Fee	75	75	0		0	100.0%	
4115 Insurance	10,485	10,695	210		210	98.0%	
4116 Web Site	90	100	10		10	90.0%	
4156 Bank Charges	4,517	6,500	1,983		1,983	69.5%	
4201 Cleaning & Hygiene	0	500	500		500	0.0%	
4251 Dog Bin Emptying	728	1,200	472		472	60.7%	
4261 General Maintenance	27,787	41,000	13,213		13,213	67.8%	
4270 Vehicles & Equipment Maint	13,694	20,000	6,306		6,306	68.5%	
4271 Vehicle & Equipment Lease	49,790	60,220	10,430		10,430	82.7%	

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4272 Furniture & Equipment	350	1,000	650		650	35.0%	
4275 Building Maintenance	1,054	1,000	(54)		(54)	105.4%	
4276 CCTV	0	500	500		500	0.0%	
4279 Fire & Security	433	1,400	967		967	31.0%	
4308 Golf Course Overheads	11,375	19,500	8,125		8,125	58.3%	
4309 Buggy Lease & Maintenance	4,670	9,500	4,830		4,830	49.2%	
4314 Cost of Card Top Up Incentives	3,412	0	(3,412)		(3,412)	0.0%	
Golf Course :- Indirect Expenditure	274,194	462,595	188,401	0	188,401	59.3%	0
Net Income over Expenditure	200,278	54,540	(145,738)				
102 Capital Costs-Golf & The View							
4155 Professional Fees	0	2,000	2,000		2,000	0.0%	
4301 Public Works Loan Payment	52,488	105,000	52,512		52,512	50.0%	
Capital Costs-Golf & The View :- Indirect Expenditure	52,488	107,000	54,512	0	54,512	49.1%	0
Net Expenditure	(52,488)	(107,000)	(54,512)				
103 The View							
1050 Income Rent	750	1,000	250			75.0%	
1054 Income Other	338	0	(338)			0.0%	
1305 Income Golf Course Overheads	11,375	19,500	8,125			58.3%	
1306 Income Golf Club Room Hires	4,700	2,000	(2,700)			235.0%	
1307 Income Bar Sales	144,211	172,000	27,789			83.8%	
1308 Income Food Sales	149,589	232,000	82,411			64.5%	
1310 Income - Society Food	33,759	35,000	1,241			96.5%	
1312 Function Food Sales	54,649	72,000	17,351			75.9%	
1316 Events Income - The View	376	300	(76)			125.3%	
The View :- Income	399,747	533,800	134,053			74.9%	0
4000 Salaries & Wages	163,365	295,570	132,205		132,205	55.3%	
4001 Employers NI	8,096	16,840	8,744		8,744	48.1%	
4002 Employers Superannuation	8,027	18,585	10,558		10,558	43.2%	
4003 Sub-contracted Staff	41,240	6,000	(35,240)		(35,240)	687.3%	
4009 Recruitment Costs	2,695	1,000	(1,695)		(1,695)	269.5%	
4010 Staff Training	448	1,000	552		552	44.8%	
4012 Staff Expenses	0	150	150		150	0.0%	
4016 Staff Uniform	60	100	40		40	59.6%	
4017 Timesheet & Rota Software	226	240	14		14	94.3%	
4051 Rates	1,380	7,000	5,620		5,620	19.7%	
4052 Water & Sewerage	8,307	9,000	693		693	92.3%	

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4055 Electricity	11,509	24,000	12,491		12,491	48.0%	
4056 Gas	2,048	4,000	1,952		1,952	51.2%	
4060 Refuse	2,086	3,900	1,814		1,814	53.5%	
4100 Telecommunications	2,444	3,200	756		756	76.4%	
4105 Postage	10	50	40		40	20.3%	
4106 Stationery	282	800	518		518	35.3%	
4107 Photocopier	358	560	202		202	64.0%	
4110 Advertising & Publicity	90	2,500	2,410		2,410	3.6%	
4112 Subscriptions	0	75	75		75	0.0%	
4113 Software Support	1,060	1,210	150		150	87.6%	
4114 Licence Fee	1,083	1,050	(33)		(33)	103.2%	
4115 Insurance	3,220	3,355	135		135	96.0%	
4116 Web Site	103	230	127		127	44.6%	
4155 Professional Fees	0	5,000	5,000		5,000	0.0%	
4156 Bank Charges	4,202	6,000	1,798		1,798	70.0%	
4196 Functions Expenditure-The View	471	800	329		329	58.9%	
4199 Other Expenditure	27	0	(27)		(27)	0.0%	
4201 Cleaning & Hygiene	11,361	20,000	8,639		8,639	56.8%	
4202 Linen Cleaning	2,661	3,600	939		939	73.9%	
4270 Vehicles & Equipment Maint	3,797	4,000	203		203	94.9%	
4272 Furniture & Equipment	961	2,000	1,039		1,039	48.1%	
4275 Building Maintenance	2,554	5,000	2,446		2,446	51.1%	
4276 CCTV	110	500	390		390	22.0%	
4279 Fire & Security	762	1,250	488		488	61.0%	
4303 Food Expenditure	87,326	135,600	48,274		48,274	64.4%	
4304 Bar Expenditure	53,404	68,800	15,396		15,396	77.6%	
4306 Catering Utensils & Equip	2,060	2,000	(60)		(60)	103.0%	
4311 Pest Control	1,039	2,000	961		961	51.9%	
4313 Stock Take	0	1,100	1,100		1,100	0.0%	
4314 Cost of Card Top Up Incentives	0	5,000	5,000		5,000	0.0%	
The View :- Indirect Expenditure	428,872	663,065	234,193	0	234,193	64.7%	0
Net Income over Expenditure	(29,126)	(129,265)	(100,139)				
Golf Course and The View :- Income	874,219	1,050,935	176,716			83.2%	
Expenditure	755,555	1,232,660	477,105	0	477,105	61.3%	
Movement to/(from) Gen Reserve	118,664						

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	874,219	1,050,935	176,716			83.2%	
Expenditure	755,555	1,232,660	477,105	0	477,105	61.3%	
Net Income over Expenditure	<u>118,664</u>	<u>(181,725)</u>	<u>(300,389)</u>				
Movement to/(from) Gen Reserve	<u>118,664</u>						



Seaford Town Council

Report No:	113/23
Agenda Item No:	6
Committee:	Golf & The View
Date:	5th December 2023
Title:	Course Manager's Update Report
By:	Simon Lambert, Course Manager
Purpose of Report:	To provide the Committee with an update on golf course maintenance

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

1. Information

1.1 Overview:

1.2 The period since the last report has been a good one for greenkeeping. We have seen great definition of the course with the conditions helping us to keep good surfaces for play. Golf has continued to be popular, and this has meant the course has had to withstand a good level of play through summer. As the weather has changed for the autumn, the course so far has handled the play well, although some areas of high wear will need extra works and protection in the winter to ensure they continue to thrive for future years.

1.3 After signing up to the Golf Environment Organisation's (GEO) On Course program a few years back, we have been working on improving our sustainability and impact on the environment and local community. The program sets out guidelines and checklists to work towards to help achieve a set standard. I have been working through the checklists and completing areas that we currently do, as well as planning for future improvements. As

part of the online program, highlights can be added to our profile to show what work we are or have been doing. I added a highlight about our green roof. Its design and the reasons behind along with description and some photos. This was voted highlight of the month for October (see the [article online here](#)). Moving forward I plan to upload more of our work to help promote what we do and also what is required to move towards becoming GEO Certified.

- 1.4** After a visit and discussions with the South Downs National Park Authorities' representative, it was decided that the pond project put forward and shortlisted in the call for nature sites process was not possible. Its proximity to archaeological sites has meant the project is not possible at this time. I have made contact with the new Ranger for our area and will invite them for a site visit to discuss possible other options and also any further practices we could adopt or change to improve our site and management techniques. This may include cut and collecting, wildflower planting or dew pond management.
- 1.5** During a site visit with the Town Council's Inspector, it was identified that the mezzanine floor inside the machinery shed did not meet safety requirements. The floor, which is a vital area of storage for equipment and parts, was placed out of use until a solution could be found. Prices were sought for the necessary works, which came back at over £10,000. With costs in mind, we investigated other options. It was identified that an additional container would fit next to the existing one and provide the dry, safe storage needed. We would also gain much needed floor space in the shed for moving machinery and equipment. Prices were sought and the decision was made to purchase a container. This is currently on order and the mezzanine will be removed during the winter months.
- 1.6** Following my last report, investigation work continues on what is required and the cost involved in moving the 17th green and 18th tees. We have a golf course architect booked to visit the site with not only local knowledge as a former player and local resident, but the experience of working with and designing many courses around the world. We have invited him along to meet and produce a design and plans to be able to present to all

stakeholders. This is required due to the alarming rate of cliff erosion seen over previous years.

1.7 Course maintenance:

- 1.8** Following a busy summer, we are beginning 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 micro nutrients and other ingredients to toughen the turf and protect from disease and frost damage. We have prepared and prepped wintergreens should they be needed during flood or frost.
- 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 aim 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 begun early this year due to the early wet weather. This will continue to take place throughout the winter to help manage any excess water and also promote healthy grass growth an air into the soil.
- 1.12** The buggies were replaced this year with a new five-year lease. They have continued to prove popular. This creates wear on the golf course and we have spent a larger amount of time maintaining pathways and routes to ensure the maximum and safe use of them is available prior to winter. With the current weather conditions at the time of writing, use has had to be restricted for safety although this is monitored daily for their potential return to use.
- 1.13 Irrigation:**
- 1.14** The irrigation system on the course has performed really well this year. The investment in the system has proved to offer a trustworthy and efficient system, supplying 100% borehole water to the course. As we move into

winter the system will be drained and shut down for winter to prevent damage from frost. We will audit and carry out any repairs required prior to the system being re pressurised in the spring. This usually includes lifting and levelling sprinklers and replacing hose points to prevent leaks.

1.15 The golf course irrigation is running on the borehole water supply. The View roof irrigation system is currently supplied with mains water through the golf course meter. This will be considered when looking at maintenance plans for its use and upkeep.

1.16 Staff:

1.17 The Deputy Course Manager and Assistant Greenkeepers had a review of their positions. following on from the recommendations made and approved at the previous golf and view meeting they were taken to the full council meeting and approved. This was very welcome and a great conclusion to the last 18 months. As a result, we are now competitive in what we offer our staff. This will not only help to retain our committed and experienced staff, but we have also been able to attract a new member to the team after two years not being able to fill the position. The Deputy Head Greenkeeper also had his title changed to Deputy Course Manager in line with the current structure.

1.18 As mentioned, we have filled the vacant Assistant greenkeepers position. After advertising on indeed we had a good level of applicants. Within these were a number of relevantly qualified or experienced people. After short listing, I invited some to visit the course and the team. We offered the position to a qualified and experienced local greenkeeper who has worked in landscaping and most recently for seven years at a local golf course. His experience along with his local knowledge and work commitments has meant he fits in well and has proven to be a great addition to the team.

1.19 One of the team has continued to work well though his level 3 qualification, with a combination of on job training as well as regular college visits.

1.20 All of the team attended a one day first aid course. The Course Manager and the Deputy Course Manager are attending days two and three to improve their training. This ensures we have suitability qualified people to deal with the potential injuries when working with cutting equipment and larger machinery.

1.21 Machinery:

- 1.22** As we move into autumn and once the temperatures finally lower, the workloads on the machinery will start slowing down. We will begin to perform some regular maintenance, such as servicing and general repairs as required while keeping them ready to go for weekly tidy ups as required.
- 1.23** The first five-year machinery replacement program was completed in 2021 – 2022, with only the tractor not replaced as this has a longer service period so only required replacement every 10-12 years. This has been added to the five-year program for replacement during the coming years.
- 1.24** We had one lease finish in April 2023 and equipment purchased for a peppercorn fee and another finishing in April 2024, with the final payment already made. The new replacement program has been completed and drafted. This will allow for the oldest equipment to be replaced in order of priority. The idea of this program is to replace equipment before any major repairs or servicing works are required, costing vital time and money affecting the quality and condition of the course and safety of the greenkeepers operating the machinery. The five-year plan will be assessed each year prior to budgeting, to ensure we have the most accurate information to work through the years.
- 1.25** During this year's review, the program has identified three pieces of machinery to replace in 2024 - 2025; the fairway mower, diesel workman and top dresser. Prices have been obtained and the most competitive used to request indicative lease costs. These were used to help create the draft budget. The current equipment being replaced has trade in value and it is expected that this will provide a buffer for any variations in costs at the point of delivery and provide a surplus when traded in. Delivery times are currently up to 12 months, so an order with the option to cancel will be made at the earliest opportunity.
- 1.26** A new buggy was leased in addition to the hire buggy lease program in September. This is used daily for course maintenance and moving staff around the course for various tasks.
- 1.27** Last year it was decided to not replace any strimmers and blowers and instead add the costs to this year's budget to double up the amount. This has meant that for the year 2024 – 2025, we can invest in electric

equipment and batteries to enable us to go full electric. We have secured quotes for the equipment and batteries and this has been used to build the draft budget.

- 1.28** 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. Following the completion of the five-year plan, we have built a new program for years 2024 - 2025 onwards.

2. Financial Appraisal

- 2.1** The costs of moving and rebuilding the 17th green and 18th tee, as per section 1.6 of this report, are unknown at present. The cost of the first visit by the architect and draft plans with annotated notes for presentation to stakeholders is £1,000. This cost was budgeted for in this financial year.
- 2.2** The annual cost of leasing the equipment, as set out in section 1.21 of this report, is quoted at £28,685 over a five year lease period. This lease cost has been included in the draft and projected budgets. As a comparator, the purchase price of the equipment identified for needing replacing next year, at the time of writing, would total £131,553.
- 2.3** The cost of electric replacement trimmers and blowers have been used to set the proposed budget for 2024 – 2025. The cost of the electric equipment, batteries and chargers is £3,079.
- 2.4** The cost of the new container as an alternative to the mezzanine floor is £2,290 and was met from the vehicle & equipment maintenance ear marked reserve (EMR340).

3. Contact Officer

The Contact Officer for this report is Simon Lambert, Course Manager.



Seaford Town Council

Report No:	114/23
Agenda Item No:	7
Committee:	Golf & The View Committee
Date:	5th December 2023
Title:	Golf Professional's Update Report
By:	Fraser Morley, Golf Professional
Purpose of Report:	To provide an update on golf course related matters

Recommendations

The Golf & The View Committee is recommended:

1. To note the contents of the report.
2. To agree the 2024 – 2025 membership fees for renewals and new members (sections 1.9 and 1.10 of the report respectively).
3. To agree the 2024 – 2025 green fees (section 1.16 of the report).

1. Information

1.1 Course Conditions and Income:

The year has continued to be steady as we enter the winter and with some favourable and not so favourable weather, however we have just passed 102% of our income budget already. We've seen the green fee income hold up the membership and society income and further shows how the balance in income can change with the climate, both financially and meteorologically.

The course is in great condition heading into the winter and after a fairly wet summer, has remained green and lush throughout the playing season. The healthy coverage should hold us in good stead for the more extreme conditions.

The course has drawn many positive reviews and accolades from members and visitors.

1.2 Sadly, after a long period of wet weather during October and November we have had to remove the use of buggies for the time being.

1.3 **Membership:**

1.4 Membership renewal again has been steady in an uncertain climate, although we are slightly down on numbers compared to budget. We have had more new members this year and income is up on last year as well. Sadly, with an ever-aging membership, there have been a lot of members unable to play due to illness and injury this year.

1.5 Membership figures:

Membership Type	Current Year	Renewals	New	Last Year Total	Difference
7 Day	91	82	9	103	-12
Senior	129	116	13	120	+9
5 Day	4	3	1	4	0
Intermediate 2	33	21	12	31	+2
Intermediate 1	5	4	1	14	-9
Youth	6	1	5	1	+5
Junior	34	6	28	8	+26
Totals	302	233	69	281	+21

1.6 We can see the breakdown of the members from the table above that there was some movement in the younger categories. We've seen a great uptake in the junior membership and junior lessons. Although free for their golf, we need to pass on the cost from the unions of £23.50 if they get to the level of having a handicap and playing competitions. We will collect this from the juniors who are at the level and pass it on to the Club for payment. For new members, we will offer our usual '15 months for the price of 12' offer to encourage a new influx of golfers to the course.

1.7 Unfortunately, I was not able to obtain all the fees for other courses for the new year for a comparison. However, we are still very competitive and less than local courses in our town and neighbouring areas. Costs are rising across the sector in every department and it is a credit to our team that we have a consistently quality golf course with lower budgets than private courses generally.

1.8 The golf club fees have had to increase from £65 to £75 with a late increase in subs from Golf England and the Sussex Union. This means our fees have increased by the usual increment, plus £10 to cover this increase.

1.9 The proposed costs for renewal are as follows:

Membership Type - Renewal	2024 – 2025 Proposed Fees	2023 – 2024 Current Fees
7 Day Adult	£940	£898
5 Day Adult	£739	£703
5 Day Concession	£655	£623
Intermediate 2 (30-39 years)	£690	£657
Intermediate 1 (22-29 years)	£460	£433
Youth (18-21 years)	£269	£250
Junior (under 18) *	Free	Free

* although as per 1.6 above, affiliation fees may apply for handicaps and competition playing.

1.10 The proposed cost to new members are as follows:

Membership Type – New Members	2024 – 2025 Proposed Fees	2023 – 2024 Current Fees
7 Day Adult	£980	£930
5 Day Adult	£770	£729
5 Day Concession	£685	£645
Intermediate 2 (30-39 years)	£720	£680
Intermediate 1 (22-29 years)	£485	£450
Youth (18-21 years)	£287	£259
Junior (under 18) *	Free	Free

1.11 Our aim would be keep a similar number of members to allow a good balance of golfers with visitors, members, matches and societies.

1.12 Societies:

1.13 We are on track to hit our budget for this year and the spreading out of the groups has worked well again this year. Weather has affected the back end

of the years' groups but all have re-arranged so loss of revenue has been avoided.

1.14 The new green fee prices (see section 1.16 below) will be incorporated with the new society cost the Head Chef is putting together and we aim to have all the new booking forms out by the end of the calendar year.

1.15 New bookings for 2024 are coming in very quickly this year, after good feedback this year on the course and catering.

1.16 Green Fees

1.17 Please see below for the proposed new prices for the green fees:

Green Fees (Monday to Fridays)	2023	2024
Mid-Week Adult 18 Holes	£32.00	£33.00
Mid-Week Adult Day	£46.00	£50.00
Mid-Week County Card	N/A	£28.00
Mid-Week Concession 18 Holes (over 60)	£24.00	£25.00
Mid-Week Concession Day	£40.00	£42.00
Mid-Week Twilight (after 3pm)	£20.00	£21.00
Mid-Week Junior 18 Holes (Under age 18)	£10.00	£10.00
Mid-Week Guest Rate	£24.00	£25.00
Mid-Week Reciprocal	£10.00	£15.00
Green Fees (Weekends & Bank Holidays)		
Weekend Adult 18 Holes	£37.00	£38.00
Weekend Adult Day	£56.00	£60.00
Weekend Concession 18 Holes (over 60)	£28.00	£29.00
Weekend Concession Day	£46.00	£48.00
Weekend Twilight (after 3pm)	£23.00	£24.00
Weekend 18 Holes (Under age 18)	£12.00	£12.00

1.18 This shows a slight increase in green fees across the board and a new category of 'county card' as all members of a course will be getting a county card next year. We feel giving more people concessional rates is going to hurt our revenue, so a saving of £5 on the full green fee is better

fitting. The cost of a county card is only £5 so the saving is made after one round. These savings are set by the clubs and vary.

1.19 Eastbourne Downs, Mid Sussex and Cottesmore have agreed to increase the reciprocal fees (the discounted price that members from these clubs qualify for at the others courses) from £10 to £15, this still gives excellent value and should see us gain an extra £2,000 in revenue with the same amount of visiting golfers from those courses.

1.20 Locker Room / Buggy Store

1.21 Clear out of the new locker room is in progress and then the area will be made good, followed by the installation of the new lockers. Plans and designs are with the Town Council's Projects & Facilities team.

1.22 Buggies

1.23 We took delivery of our new fleet of very smart navy blue golf buggies. We have had the same price on these for the last seven years but there has now been an increase in leasing costs. The new cost for hiring a buggy will be £22.50 (up from £20) for members and £27.50 (up from £25) for visitors.

2. Financial Appraisal

2.1 The financial appraisal of the proposed revised membership and green fees are provided in the body of the report above.

2.2 The draft 2024 – 2025 budget presented elsewhere on this agenda is based upon the figures proposed within this report.

3. Contact Officer

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



Seaford Town Council

Report No:	119/23
Agenda Item No:	8
Committee:	Golf & The View Committee
Date:	5th December 2023
Title:	The View Update Report
By:	Louise Lawrence, Head of Assets, Projects & Services
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 The View – Future Arrangements

1.2 As Councillors will be aware, following the Full council decision in November to proceed with entering into lease negotiations for The View, all updates connected with this will be reported to, and monitored by, Full Council as was agreed.

1.3 The View Update

1.4 The View has been very busy, with lots of events booked, and is now moving into the Christmas period.

1.5 The View has successfully recruited six contracted staff, which will support The View over the very busy Christmas period.

1.6 Currently, The View is recruiting for a General Manager.

1.7 Two of The View staff have successfully completed their personal license training.

1.8 The new Head Chef has updated The View menu and is receiving positive feedback from events for the catering offer.

2. Financial Appraisal

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 Louise Lawrence, Head of Assets, Projects & Services.



Seaford Town Council

Report No:	115/23
Agenda Item No:	
Committee:	Golf & The View
Date:	5 th December 2023
Title:	Golf & The View Committee Draft Budget Report, 2024 - 2025
By:	Andy Beams, Locum Responsible Financial Officer (RFO)
Purpose of Report:	To present the Golf & The View Draft Budget for 2024 - 2025

Recommendations
The Committee is recommended:
1. To comment upon the draft Committee Budget 2024 - 2025 and recommend its proposals to the Finance & General Purposes Committee.

1. Background

- 1.1 The Town Council has a statutory duty to set a budget annually, and to use this budget to determine the amount requested as the precept.
- 1.2 Each committee with budget responsibility formulates its own budget request, which is then consolidated and received by the Finance & General Purposes Committee to formulate an overall budget for the Town Council.
- 1.3 Every effort is made to produce a draft proposal which accurately reflects the likely income and expenditure for the year, with figures based on known costs, inflationary increase and/or the best estimates where absolute figures are unavailable.

2. Summary

- 2.1** Attached to this report, as Appendix 1, is the draft Golf & The View Committee Budget for 2024 - 2025 and projections for 2025 - 2026, 2026 - 2027, 2027 - 2028 and 2028 - 2029.
- 2.2** This report includes explanations for any significant variances (10% or more) compared to the previous year's budget figures.
- 2.3** As part of the budget setting process, the figures have been reviewed by Town Council officers and the Chair of this Committee.
- 2.4** The initial work on the draft budget was completed prior to the Full Council decision taken on 16th November 2023 regarding the future management arrangements for The View. The draft budget has been amended to reflect that decision, with budget figures reflecting the information shared with members at the Full Council meeting, resulting in significant reductions in income and expenditure, and a reduction in the net committee budget requirement.
- 2.5** Overall budgeted income has reduced from £1,050,935 in 2023 - 2024 to £615,026 in 2024 - 2025 and expenditure has reduced from £1,232,660 in 2023/24 to £679,898 in 2024 - 2025. The net result is a reduction in the Committee requirement from £181,725 in 2023 - 2024 to £64,872 in 2024 - 2025.
- 2.6** Members are asked to note that work continues enabling the most accurate split of utility bills between the Golf Course and The View to support the proposed new arrangements, and the associated cost codes within the Golf Course budget may be affected once an established system of splitting the costs has been determined.

3. Budget Information

Golf course (cost centre 101)

- 3.1** Golf Course income is budgeted to increase from £517,135 in 2023 - 2024 to £570,026 in 2024 - 2025, with expenditure increasing from £462,595 in 2023 - 2024 to £529,543 in 2024 - 2025. The net surplus generated by the Golf Course is budgeted to reduce from £54,540 in 2023 - 2024 to £40,483 in 2024 - 2025.

3.2 The most significant changes in income are anticipated in the following budget lines:

(1001) Golf Course Green Fees Mid-week (*12.9% increase*) - based on projections from the Golf Professional and including minimal green fee increase.

(1002) Golf Course Green Fees w/end b/holiday (*29.4% increase*) - based on projections from the Golf Professional and including minimal green fee increase.

(1054) Income Other (*21.4% increase*) – result of direct debit administration fee for 34 members.

(1025) Sponsorship (*new budget*) – projected income following the appointment of the new sponsorship role.

(1100) Income Advertising (*new budget*) – from adverts on the tee signs that are now owned by the Town Council.

3.3 The most significant changes in expenditure are anticipated in the following budget lines:

(4000) Salaries & Wages (*19.5% increase*) – based on the updated staffing structure.

(4001) Employers NI (*28.9% increase*) - based on the related costs for updated staffing structure.

(4002) Employers Superannuation (*47.8% increase*) - based on the related costs for updated staffing structure and staff moving to the LGPS pension scheme from Nest.

(4009) Recruitment Costs (*50.0% reduction*) – contingency figure in case of need.

(4011) Staff Protective Clothing (*31.3% increase*) – to cover need for updated staffing structure.

(4045) Golf Course Player Costs (37.5% reduction) – removed need to pay for score cards.

(4046) Golf Club Membership Fees (21.2% increase) – directly relates to increased member fee.

(4051) Rates (13.06% increase) – the Town Council is currently receiving Retail Rate Discount of 75% for the Golf Course, which is why the projected outturn differs significantly from budget. This is due to end in March 2024 after which it is expected that the full charge will be payable. The 2024 - 2025 budget has been based on the full amount for this year before the discount (£23,689) plus 5%.

(4060) Refuse (215% increase) – change of contract to Veolia as Lewes District Council increased its costs significantly.

(4100) Telecommunications (22.7% increase) – change of mobile contract.

(4113) Software Support (22.7% increase) – relates to Microsoft price increase.

(4156) Bank Charges (27.8% increase) – based on known costs.

(4201) Cleaning & Hygiene (50.0% reduction) – used for PPE equipment and the reduced need.

(4272) Equipment (300.0% increase) – additional equipment required for next year.

(4275) Building Maintenance (150.0% increase) – adjusted to reflect realistic cost of maintenance for pro shop and yard area.

(4276) CCTV (50.0% reduction) – for existing CCTV, reduced as car park CCTV not progressing.

(4279) Fire & Security (53.2% reduction) – based on actual annual costs.

Capital Costs (cost centre 102)

- 3.4** Capital costs for the Public Works loan (4301) remain constant at £105,000 per annum. Professional fees (4155) are budgeted to increase to £20,000 relating to architect fees for the move of the 17th green.

The View (cost centre 103)

- 3.5** Following the Full Council decision taken on 16th November 2023 regarding the future management arrangements for The View, the budget has altered significantly.
- 3.6** The View income is budgeted to decrease from £533,800 in 2023 - 2024 to £45,000 in 2024 - 2025, with expenditure decreasing from £663,065 in 2023 - 2024 to £25,355 in 2024 - 2025. The net deficit of £129,265 generated by The View in 2023 - 2024 is budgeted to be a surplus of £19,645 in 2024 - 2025.
- 3.7** Budgeted rental income (1050) for The View is based on the £45,000 figure included in the lease heads of terms. No budget has been set for any incremental income generated because of achieving high levels of turnover, although inclusion in future years budgets may be prudent once a level of performance is established.
- 3.8** Most budgeted expenditure lines from previous years would no longer be needed once the new arrangements are in place. However, budgets remain for Professional Fees (4155), Vehicles & Equipment Maintenance (4270) and Building Maintenance (4275) to allow for any costs associated with the building outside the lease agreement, which the Town Council would maintain responsibility for. A budget has also been included for Insurance (4115), although if this is recharged to the tenant, this budget line would not be needed.
- 3.9** A new expenditure line for Transition Costs has been established with a budget of £10,000, to provide a contingency sum for any initial costs falling to the Town Council during the early part of the transition arrangements. This budget line is required for 2024 - 2025 only and can be removed from future budgets.

4. Financial Appraisal

- 4.1** The Golf Course draft budget reflects the continuing strength of the business and anticipates a surplus for 2024 - 2025.
- 4.2** The changes to the management arrangements of The View are anticipated to make a net difference of £148,910 to that part of the budget, resulting in the Golf Course and The View making a combined surplus of £60,128. The committee requirement of £64,872 is a result of the Capital Costs part of the budget.
- 4.3** This budget represents one part of the Town Council's overall budget and must be combined with the other committee budgets to formulate the overall precept requirement. Based on the draft budgets at present, the anticipated precept increase is under 2%, although this may alter once the tax base figure is confirmed by Lewes District Council. For information, the rate of inflation as of 21st November 2023 is 4.6%.
- 4.4** The Town Council precept in 2023 - 2024 was £1,082,284. Based on a tax base* of 9,556.3, this equated to a Band D equivalent of £113.25.
- 4.5** * The 'tax base' being the number of properties in the town subject to Council Tax, calculated on an annual basis by Lewes District Council.
- 4.6** For every £10,000 increase or decrease in the draft budget, the Band D equivalent changes by approximately £1.04 (0.9%) based on the current tax base.

5. Contact Officer

- 5.1** The contact Officer for this report is Andy Beams, Locum RFO.

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
	<u>Golf Course</u>										
	Cost Centre 101										
1000	Golf Course Season Ticket	193,000	183,652	184,834	184,740	196,600	200,841	206,866	213,072	219,464	226,048
1001	Golf Course Green Fees Mid week	113,000	115,874	103,730	140,000	124,000	140,000	144,200	148,526	152,982	157,571
1002	Golf Course Green Fees w/end b/holiday	72,000	98,482	79,580	116,500	90,000	116,500	119,995	123,595	127,303	131,122
1003	Golf Course Societies	70,000	77,081	55,290	79,924	75,000	75,000	77,250	79,568	81,955	84,413
1004	Golf Course Lockers	2,250	1,009	1,201	1,395	2,250	2,250	2,318	2,387	2,459	2,532
1007	Golf Course Air Traffic Control	7,500	7,500	5,625	7,500	7,500	7,500	7,500	7,500	7,500	7,500
1019	Rechargeable income	-	179	-	-	-	-	-	-	-	-
1025	Sponsorship	-	-	-	-	-	3,000	3,000	3,000	3,000	3,000
1050	Income Rent	85	85	-	85	85	85	85	85	85	85
1054	Income Other	700	646	750	750	700	850	850	850	850	820
1077	Income Sale of Equipment	4,200	6,017	-	-	-	-	-	-	-	-
1100	Income Advertising	-	-	-	-	-	2,600	-	-	-	-
1311	Buggy Hire	23,330	14,379	14,425	19,650	21,000	21,400	22,042	22,703	23,384	24,086
1317	Income VAT PE Adjustment	-	-	-	-	-	-	-	-	-	-
	Golf Course Income	486,065	504,904	445,435	550,544	517,135	570,026	584,106	601,286	618,981	637,178
4000	Salaries & Wages	121,600	108,653	55,195	129,379	138,640	165,617	173,898	182,593	191,722	201,308
4001	Employers NI	11,650	10,444	5,106	11,575	12,855	16,576	17,405	18,275	19,189	20,148
4002	Employers Superannuation	17,410	14,154	6,867	23,140	19,010	32,714	34,350	36,067	37,871	39,764
4009	Recruitment Costs	800	623	-	-	1,000	500	500	500	500	500
4010	Staff Training	2,000	1,070	230	2,000	2,000	2,100	2,205	2,315	2,431	2,553
4011	Staff Protective Clothing	1,500	1,470	971	2,000	1,600	2,100	2,205	2,315	2,431	2,553
4015	Office Refreshments	-	-	-	-	-	-	-	-	-	-
4019	Rechargeable expenditure	-	179	-	-	-	-	-	-	-	-
4041	Golf Professional Retainer	65,100	60,600	28,481	68,355	68,355	70,280	71,686	73,119	74,582	76,073
4045	Golf Course Player Costs	1,450	1,916	780	1,000	1,600	1,000	1,050	1,103	1,158	1,216
4046	Golf Club Membership Fees	14,520	14,506	16,091	16,091	16,520	20,016	20,616	21,235	21,872	22,528
4051	Rates	10,680	10,365	3,554	5,925	22,000	24,875	26,119	27,425	28,796	30,236
4052	Water & Sewerage	1,800	1,893	585	2,000	2,000	2,100	2,205	2,315	2,431	2,553
4060	Refuse	260	676	349	825	275	866	910	955	1,003	1,053
4100	Telecommunications	750	755	370	875	750	920	966	1,014	1,065	1,118

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
4105	Postage	50	-	-	50	50	50	50	50	50	50
4106	Stationery	350	237	-	300	300	300	300	300	300	300
4110	Advertising & Publicity	500	-	1,269	1,269	-	300	500	500	500	500
4112	Subscriptions	525	510	535	535	560	560	588	617	648	681
4113	Software Support	1,900	1,845	1,666	2,156	1,890	2,319	2,435	2,557	2,685	2,819
4114	Licence Fee	75	75	75	75	75	75	75	75	75	75
4115	Insurance	8,890	10,235	10,485	10,485	10,695	11,009	11,560	12,138	12,745	13,382
4116	Website	75	108	90	90	100	95	99	104	109	115
4154	Land Registry	-	-	-	-	-	-	-	-	-	-
4155	Professional Fees	-	-	-	-	-	-	-	-	-	-
4156	Bank Charges	5,500	5,916	3,955	7,910	6,500	8,306	8,721	9,157	9,615	10,095
4201	Cleaning & Hygiene	500	232	-	250	500	250	250	250	250	250
4251	Dog Bin Emptying	1,330	1,071	624	1,248	1,200	1,310	1,376	1,445	1,517	1,593
4261	General Maintenance	38,000	38,636	25,582	41,000	41,000	45,000	47,250	49,613	52,093	54,698
4270	Vehicle & Equipment Maintenance	15,700	18,935	13,549	21,000	20,000	21,000	22,050	23,153	24,310	25,526
4271	Vehicle & Equipment Lease	79,800	81,149	49,790	50,183	60,220	62,650	75,000	90,000	100,000	110,000
4272	Equipment	7,855	4,577	350	3,000	1,000	4,000	2,000	2,000	4,000	3,000
4275	Building Maintenance	2,200	2,405	255	1,500	1,000	2,500	2,625	2,756	2,894	3,039
4276	CCTV	500	-	-	-	500	250	263	276	289	304
4279	Fire & Security	1,300	1,099	433	635	1,400	655	688	722	758	796
4308	Golf Course Overheads	12,000	21,165	9,750	19,500	19,500	20,000	20,500	21,000	21,500	22,000
4309	Buggy lease & Maintenance	7,500	8,202	2,935	8,785	9,500	9,250	9,713	10,004	10,304	10,613
4314	Cost of Card Top Up Incentive	-	-	2,947	5,800	-	-	-	-	-	-
4411	VAT PE Adjustment Overclaimed	-	(21,816)	-	-	-	-	-	-	-	-
Golf Course Expenditure		434,070	401,885	242,869	438,936	462,595	529,543	560,155	595,947	629,693	661,438
Net Expenditure (Income)		(51,995)	(103,019)	(202,566)	(111,608)	(54,540)	(40,483)	(23,950)	(5,339)	10,711	24,260

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
	Capital Costs-Golf & The View										
4155	Professional Fees				2,000	2,000	20,000	20,000	-	-	-
4301	Public Works Loan Payment	105,000	104,977	52,488	104,976	105,000	105,000	105,000	105,000	105,000	105,000
4411	VAT PE Adjustment Overclaimed	-	(6,461)	-	-	-	-	-	-	-	-
	Capital Costs G&TV Expenditure	105,000	98,516	52,488	106,976	107,000	125,000	125,000	105,000	105,000	105,000
	Net Expenditure (Income)	105,000	98,516	52,488	106,976	107,000	125,000	125,000	105,000	105,000	105,000

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
	The View										
	Cost Centre 103										
1050	Income Rent	1,000	1,000	750	1,000	1,000	45,000	1,000	1,000	1,000	1,000
1054	Income Other	-	-	338	338	-	-	-	-	-	-
1305	Income Golf Course Overheads	12,000	21,165	9,750	19,500	19,500	-	21,000	21,500	22,000	22,500
1306	Income Room hires	500	3,004	3,842	5,450	2,000	-	-	-	-	-
1307	Income Bar Sales	168,300	182,074	127,654	185,000	172,000	-	-	-	-	-
1308	Income Food Sales	227,700	224,739	130,910	232,000	232,000	-	-	-	-	-
1310	Income - Society Food	32,500	32,434	30,396	40,000	35,000	-	-	-	-	-
1312	Function Food Sales	72,000	85,820	48,200	78,250	72,000	-	-	-	-	-
1313	Function Bar Sales	7,500	-	-	-	-	-	-	-	-	-
1316	Events Income - The View	200	471	347	450	300	-	-	-	-	-
	The View Income	521,700	550,707	352,187	561,988	533,800	45,000	22,000	22,500	23,000	23,500
4000	Salaries & Wages	267,155	278,844	137,256	275,500	295,570	-	-	-	-	-
4001	Employers NI	20,105	18,316	6,876	13,752	16,840	-	-	-	-	-
4002	Employers Superannuation	35,000	17,207	7,202	14,405	18,585	-	-	-	-	-
4003	Sub-contracted Staff	-	16,522	34,559	40,000	6,000	-	-	-	-	-
4009	Recruitment Costs	-	2,854	-	2,700	1,000	-	-	-	-	-
4010	Staff Training	1,500	-	448	1,000	1,000	-	-	-	-	-
4012	Staff Expenses	180	-	-	150	150	-	-	-	-	-
4016	Staff Uniform	500	-	60	200	100	-	500	500	500	500
4017	Time Sheet & Rota Software	215	226	226	226	240	-	-	-	-	-
4051	Rates	3,435	3,331	1,182	1,971	7,000	-	-	-	-	-
4052	Water & Sewerage	5,000	7,797	8,307	14,500	9,000	-	-	-	-	-
4055	Electricity	21,000	21,876	9,553	20,000	24,000	-	-	-	-	-
4056	Gas	5,000	4,220	1,666	4,000	4,000	-	-	-	-	-
4060	Refuse	3,900	3,668	1,770	4,500	3,900	-	-	-	-	-
4100	Telecommunications	3,200	3,177	2,168	4,200	3,200	-	-	-	-	-
4105	Postage	100	1	10	50	50	-	60	70	80	90
4106	Stationery	1,000	834	184	300	800	-	-	-	-	-
4107	Photocopier	-	-	358	550	560	-	-	-	-	-
4110	Advertising & Publicity	5,000	1,104	90	800	2,500	-	-	-	-	-
4112	Subscriptions	75	75	-	75	75	-	75	75	75	75

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
4113	Software Support	1,300	1,199	822	1,251	1,210	-	-	-	-	-
4114	Licence Fee	1,000	1,031	1,083	1,083	1,050	-	-	-	-	-
4115	Insurance	3,200	3,195	3,220	3,220	3,355	3,355	3,523	3,699	3,884	4,078
4116	Web Site	215	234	92	295	230	-	-	-	-	-
4155	Professional fees	-	-	-	5,000	5,000	2,000	-	-	-	-
4156	Bank Charges	5,200	6,705	3,498	8,300	6,000	-	-	-	-	-
4196	Functions Expenditure - The View	-	2,489	48	800	800	-	-	-	-	-
4199	Other Expenditure	-	-	27	27	-	-	-	-	-	-
4201	Cleaning & Hygiene	17,000	20,289	9,774	20,000	20,000	-	-	-	-	-
4202	Linen Cleaning	3,000	4,940	2,206	3,600	3,600	-	-	-	-	-
4261	General Maintenance	-	-	-	-	-	-	-	-	-	-
4270	Vehicles & Equipment Maintenance	4,000	3,098	3,137	4,500	4,000	5,000	5,150	5,305	5,464	5,628
4271	Vehicles & Equipment Lease	-	-	-	-	-	-	-	-	-	-
4272	Equipment Purchase	9,950	4,888	961	2,000	2,000	-	2,000	2,100	2,205	2,315
4275	Building Maintenance	2,500	3,891	2,244	5,000	5,000	5,000	5,250	5,513	5,788	6,078
4276	CCTV	500	131	110	110	500	-	-	-	-	-
4279	Fire & Security	1,550	1,192	762	1,095	1,250	-	-	-	-	-
4301	Public Works Loan Payment	-	-	-	-	-	-	-	-	-	-
4303	Food Expenditure	116,270	134,310	77,743	140,100	135,600	-	-	-	-	-
4304	Bar Expenditure	58,015	68,693	46,606	74,000	68,800	-	-	-	-	-
4306	Catering & Utensils & Equipment	1,000	4,137	1,750	2,500	2,000	-	-	-	-	-
4307	Bar Utensils & Equipment	250	123	-	-	-	-	-	-	-	-
4311	Pest Control	2,000	1,935	1,039	2,132	2,000	-	-	-	-	-
4313	Stock Take	1,050	500	-	-	1,100	-	-	-	-	-
4314	Cost of Card Top Up Incentive	4,000	5,903	-	-	5,000	-	-	-	-	-
4903	Term Maintenance	4,000	637	-	-	-	-	-	-	-	-
	Transition Costs	-	-	-	-	-	10,000	-	-	-	-
	The View Expenditure	608,365	649,572	367,037	673,893	663,065	25,355	16,558	17,261	17,996	18,763
	Net Expenditure (Income)	86,665	98,865	14,850	111,905	129,265	(19,645)	(5,442)	(5,239)	(5,004)	(4,737)

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual	2023-24 Actual to 30/09/2022	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<u>COMMITTEE SUMMARY</u>											
<u>Net Expenditure by Cost centre</u>											
101	Golf Course	(51,995)	(103,019)	(202,566)	(111,608)	(54,540)	(40,483)	(23,950)	(5,339)	10,711	24,260
102	Capital Costs-Golf & The View	105,000	98,516	52,488	106,976	107,000	125,000	125,000	105,000	105,000	105,000
103	The View	86,665	98,865	14,850	111,905	129,265	(19,645)	(5,442)	(5,239)	(5,004)	(4,737)
Total Net Committee Requirement		139,670	94,362	(135,228)	107,273	181,725	64,872	95,607	94,422	110,707	124,523
Total Overall Golf & The View income		1,007,765	1,055,611	797,622	1,112,532	1,050,935	615,026	606,106	623,786	641,981	660,678
Total Overall Golf & The View Expenditure		1,147,435	1,149,973	662,394	1,219,805	1,232,660	679,898	701,713	718,208	752,688	785,201
Total Net Committee Requirement		139,670	94,362	(135,228)	107,273	181,725	64,872	95,607	94,422	110,707	124,523
Expenditure from EMR:											
EMR340 Vehicles & Equipment			(2,673)								
Income transferred to EMR:											
EMR340 Vehicles & Equipment			5,182								
EMR-369 VAT			28,277								
		139,670	125,148	(135,228)	107,273	181,725	64,872	95,607	94,422	110,707	124,523