



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Golf & The View Committee on Tuesday, 27th February 2024.

Held at Council Chambers, 37 Church Street, Seaford BN25 1HG on Tuesday 27th February at 7.00pm.

Present:

Councillors S Adeniji (Chair), S Ali, J Lord, G Rutland and L Wallraven.

Adam Chugg, Town Clerk

Louise Lawrence, Head of Assets, Projects & Services

Simon Lambert, Course Manager

Fraser Morley, Golf Professional

Becky Terry, HR & Governance Assistant

There were no members of the public in attendance.

G20/02/24 Apologies for Absence

Apologies for absence were received from Councillors R Buchanan, J Meek and L Stirton. Town Clerk advised members that Councillor S Dubas has resigned from her position as Vice Chair for this committee.

G21/02/24 Disclosure of Interests

Councillor S Adeniji declared that his son sometimes plays at the Golf Course.

G22/02/24 Public Participation

There was no public participation.

G23/02/24 Golf & The View Income & Expenditure Report to 31st January 2024

The Committee considered report 158/23 providing an update on the income and expenditure to 31st January 2024.

Members discussed the Income and Expenditure report and stated that the variant report is an excellent addition. Members asked for clarification on page 8 and the net income surplus and the expenditure amount being a deficit amount. The Town Clerk confirmed that the council decided to create a new cost centre relating to the loan rather than the loan

being charged back through Golf and The View cost centre. The committee decided to change it and create a new cost centre of 102 for the public works loans payments and professional fees. Shows £105,000 is the annual loan amount and at the point that the report is written £69,000 has been paid.

Town Clerk agreed and was thankful for the work that the Responsible Finance Officer and Finance Manager have carried out behind the scenes to make this report as transparent as possible.

Members can see from the report that the performance is strong, the Golf is especially strong and that The View is better than the budget and that the year-end total deficit will be significantly lower than budget, staff are to be commended on their work.

It was **RESOLVED** to **NOTE** the contents of the report.

G24/02/24 Course Manager's Update Report

The Committee considered report 156/23 providing an update on the management and maintenance of the golf course.

Course Manager updated members on the following updates which have happened since the report was written.

The Course Manager and Golf Professional have had a design back for the 17th green from the architect. They will be presenting the final design in mid-March. The winter weather has been challenging for the Golf Course. The Course Manager informed members that the new Greenkeeper is fitting in well and that they have started their Level 2 training. Orders have been placed for the machines as agreed by Full Council. The wait time on Machinery orders is currently twelve months, the Course Manager will do some work to see how they can progress with placing orders so that the Golf Course can meet the 5-year plan.

Members discussed leasing equipment.

The Course Manager stated that they have opted for a Finance Lease, however, the manufacturing is the issue and that the order time is still delayed. Maintenance of any lease machinery would be down to us, the Course Manager confirmed that they are qualified to maintain the machinery. Members queried whether the recent Cliff fall has had any impact on the course. The Course Manager stated that the recent cliff fall has not currently caused an impact on the course however, the focus point is on the 17th Green and the 18th Tee as they are very close to the cliff edge. Project timescales will depend on funding and Councillor decisions.

The Course Manager plans to go for project approval at Full Council. The Head of Assets Projects and Services asked the committee members to come for a tour of the 17th and 18th

Green to see how the Course is managed whilst the work is being carried out. The Fort that sits underneath it is something we need to be mindful of and there are a few parties that will be involved in the decision-making process. The first step was to get the drawing and then take the committee up there.

It was **RESOLVED** to **NOTE** the contents of the report.

G25/02/24 Golf Professional's Update Report

The Committee considered report 160/23 providing an update from the Golf Professional service on golf course related matters.

The Golf Professional updated committee members on the content of the report. The winter weather has helped the figures, as there are a lot of Golf Courses closed and we have been able to stay open.

Members agreed that they are very good financial figures and thanked the team. The Head of Assets, Projects & Services mentioned that refurbishment work is being carried out at The View and that the Council officers are liaising with the golf professional to improve the downstairs golf space which includes working on making the golf buggy access easier with an aim to maximise the Golf Clubs income.

It was **RESOLVED** to **NOTE** the contents of the report.

G26/02/24 The View Update Report

The Committee considered report 161/23 providing an update on operations at The View. Town Clerk updated members on the contents of the report. The Town Clerk discussed the preparation for the handover, and commended staff on the amount of work that has been done. The handover is on track for 29th February with a transfer date of 1st March 2024. The Head of Assets, Projects & Services updated members on the transfer preparations and that equipment within The View is being itemised, all consumables are being stock checked, one stock check has already happened, and a second one will happen this week. The Council will then invoice the tenant for the stock that is left. The Head of Assets, Projects & Services confirmed that contract management will be managed by initial fortnightly meetings and then monthly meetings, a maintenance program is in place which will be checked yearly. The Council will be monitoring the KPIs for the Golf and paying attention to Golf Society bookings and ensuring that the Golf Society income increases. The Town Council will also ensure that The View is always open for Golfers. The Golf Course Manager and Golf Professional will be attending the meetings with the tenant. There will initially be a full team effort to get the business relationship going.

Members highlighted a concerned residents' correspondence; three main points, The Town Clerk confirmed that Lewes District Council commission gave permission under the covenant and that they are happy that we are covered, and with regards to due diligence, it was confirmed that due diligence was carried out more than once. With regards to the question on the market value, The Town Clerk confirmed that the rental figure has come from the invitation to tender process and the Council used our market to establish the market values.

The Town Clerk stated that the approach that both parties are taking is a soft launch and to support both sides to allow the business to develop successfully. The Town Clerk thanked the Head of Assets, Projects and Services for the rigorous contract management that is in place which will help ensure that this is a success.

Members thanked the Council for all their hard work.

It was **RESOLVED** to **NOTE** the contents of the report.

G27/02/24 Seaford Head Golf Club Update

The Seaford Head Golf Club Representative were not in attendance.

Additional end of meeting comments

Paragraph C - The Chair of the Golf & The View Committee confirmed that they met with the Mayor and that they went through the Financial queries and confirmed that they are satisfied that due diligence has been done.

Members discussed whether the roof work has been done with regards to the leak and making it more sustainable. The Head of Assets, Projects & Services confirmed that this is ongoing and lots of work is being carried out on this.

The meeting closed at 7.26pm

Councillor S Adeniji

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Chair of Golf & The View