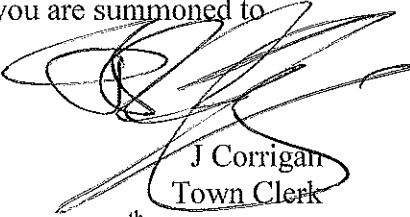




Seaford Town Council

To the Members of the Golf Committee

A meeting of the **Golf Committee** will be held at the **Seaford Head Golf Clubhouse, Southdown Road, Seaford, BN25 4JS** on **Tuesday 1 September 2015** at **7.00 pm** which you are summoned to attend.


J Corrigan
Town Clerk
24th August 2015

Agenda

1. Apologies for Absence

2. Disclosure of Interests

To deal with any disclosure by Members of any discloseable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3. Public Participation

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

4. Golf Professional's Report

To consider report 63/15 providing an update on Golf Course related matters (pages 2 to 6).

5. Head Greenkeepers Report

To consider report 58/15 informing of Golf Course maintenance (pages 7 to 8).

6. Business Manager's Report

To consider report 64/15 providing an update on Clubhouse business (pages 9 to 11).

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

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

Email: admin@seafordtowncouncil.gov.uk

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Circulation

Committee: Councillor S Adeniji (Chair), R Chambers (Vice Chair), M Brown, C Campbell, L Freeman, O Honeyman, A Latham, A McLean and D Silvey-Adam.

For information: Councillors D Argent, B Burfield, P Boorman, D Burchett, R Haydér, R Honeyman, M Lambert, P Lower, I Murray, L Wallraven and L Worcester.



Agenda Item No: 4
Committee: Golf
Date: 1 September 2015
Title: Golf Professional's Report
By: Fraser Morley, Golf Professional
Purpose of Report: To provide update on Golf Course related matters.

Recommendations

You are recommended:

1. To approve repeating the offer of 15 months for the price of 12 for new members next year as of 1st January 2016.
 2. To consider a response to the request to have membership fees credited against next year's subscription.
-

1. Income and Membership

1.1 We have steadily got busy through the first 5 months of business in the new clubhouse. Feedback has been extremely positive about the new clubhouse, the course and the experience golfers are having when they come to Seaford Head. The members are settling in and after a few teething problems are working side by side with the staff to encourage a positive future all round. Competitions are better supported than ever and a club feel is returning for the members. We are working closely to ensure all needs are met for visiting golfers, members and the public alike.

1.2 Membership has been steady, we are currently at 367 members for this year, this is 16 more than the whole of last year. We'll still have some more join by the end of the year and some winter membership as of October 1st. I would recommend repeating the offer of 15 for 12 for new members next year as of January 1st 2016 with a 2% increase on last years figures. This keeps us below £700 for a 7 day membership which is key to being competitive in the market place at the moment. Also I would recommend holding the last year's figures for all existing members from this year. Figures below:

Category	Existing	New
7 Day	£683.00	£697.00
5 Day	£532.00	£542.00
Senior (+60)	£473.00	£483.00
Intermediate 2 (26-29)	£456.00	£465.00
Intermediate 1 (22-25)	£324.00	£331.00
Youth	£185.00	£189.00
Junior (12-17)	£63.00	£65.00

This increase would bring in an extra £10k on the same members as last year.

However It is appreciated that agreement cannot be given to prices for the next financial year until the committee considers its entire budget later in the year.

- 1.3 The free junior membership offer has brought 12 more junior members in to the club so far. We are going get some junior tee markers and place them at varying short distances from the greens on each hole. We will then make a junior card for them to be able to mark their score down as they play with their adult guardians out on the course. A weeks junior coaching has taken place at Wave Leisure and we are looking to hold a junior open in the October half term. Continued encouragement is needed to maintain and grow our junior section and we will endeavor to do this over the coming months and years.
- 1.4 Green Fee income is still looking extremely positive. Even July, where the weather was not the best, saw steady green fee revenue. For the first 4 months of the year we are £16.5k ahead of last year alone. We have reached nearly 70% of our total year's budget in the first 4 months and 12 days. (figures taken from 12th August) With 2-3 months more of fair weather we can see a great return for the whole year. Weekday green fees have been the most successful and we are trying to add more to the weekend afternoons where there is still scope for more play.
- 1.5 Society income and interest has been greatly increased with the opening of the new facility. Good marketing through golf news and online has seen many groups returning and joining us for the first time. We have 160 societies for the financial year we are currently £900 under budget for the whole year with societies booked or already been. Currently £7.7k up on the same time last year. Cautious projections by the end of August will see us £10k over budget for the year. There will be a continuation of the packages throughout the winter but catering for 4 or more instead of 12 as is normal throughout the summer months.
- 1.6 The reciprocal deal with Mid-Sussex GC is still going well. We have seen many of their members come down and play around our course. It has brought in over £2500 in income as well as the residual income over the bar. We are looking at a possible reciprocal deal with Lindfield Park GC and a possible two other courses on the horizon too.
- 1.7 The introduction of buggies has been a huge success. We have seen people coming to play the course who had given up in the past and members returning to enjoy the links again. The cost is £20 for a round and this has seen an income of £3.4k gross in the first month of availability. That is 47% of the annual budgeted income in a month. At the current rate we should well exceed budget and cover the costs omitted from the expenditure budget fairly easily, again, weather permitting.
- 1.8 The buggies however do not just generate additional income in the buggy income code. Because there are buggies available we are getting societies here who would not come in the past due to one or two members being unable to get round the course. The buggies therefore bring in significant additional green fee income as well as spend in the clubhouse.

2. Other items

- 2.1 A member has asked for credit on their membership for next year due to a serious illness that has seen them not be able to play golf since the end of April.

As shown in the letters at Appendix A and B, this request is from a senior member whose annual subscription is therefore £449.00 for the period 1st April 2015 to 21st March 2016.

Until we are informed of when he is fit to play again we cannot be entirely sure of the amount he is requesting to be credited against next year's subscription.

The Committee would ordinarily in such circumstances give a credit equivalent to the number of months lost in next year's membership.

3. Financial Appraisal

There potential financial impact of this report depends on the Committee's decision regarding the request for credit of membership payments against next year's subscription costs.

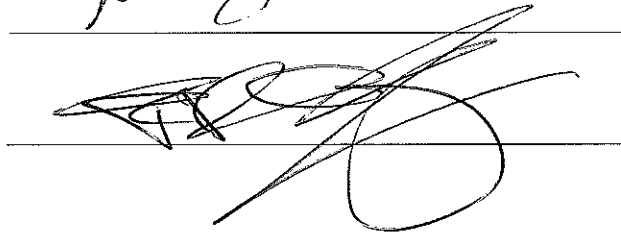
4. Contact Officer

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

Golf Professional

A handwritten signature in cursive script, appearing to read "Fraser Morley", written above a horizontal line.

Town Clerk

A large, stylized handwritten signature, possibly "A. [unclear]", written above a horizontal line.

**SALTDEAN and ROTTINGDEAN
MEDICAL PRACTICE**

**Dr Nigel J Adams MA MBBS
Dr Gavin M Shannon MBBS**

**Dr Andrew D Woollons MRCGP
Dr Basil R Skinner MRCP**

Grand Ocean
Longridge Avenue
Saltdean
Brighton
BN2 8BU
Tel: 01273 305723
Fax: 01273 300962

1 Meadow Parade
Rottingdean
Brighton
BN2 7FA
Tel: 01273 303529
Fax: 01273 391757

Please reply to: Rottingdean

22 June 2015

TO WHOM IT MAY CONCERN
SEAFORD HEAD GOLD CLUB

Dear Sir/Madam

Re: [REDACTED]

I confirm that [REDACTED] injured his right arm in April 2015. I saw him on the 28 April and he is subsequently having some treatment and I referred him for further investigations as his pain is not settling.

This is a real nuisance for him as he enjoys his golf but he is totally unable to play golf at the present time and I suspect this may go on for a number of months, maybe even up to six months. I am sure it would be reasonable to keep his subscription on hold for the required period of time.

Yours sincerely

[REDACTED]

Appendix B

Mr Fraser Morley,
Director of Golf,
Seaford Head Golf Club,
Southdown Road,
Seaford, BN25 4JS.

3 Chailey Avenue,
Rottingdean,
Brighton.
BN2 7GH

26 June 2015.

Dear Fraser,

You may recall that I advised you some time ago I had injured my arm as a result of a gardening accident.

The injury happened in April and I subsequently visited my Doctor on 28th April and I have been undergoing treatment since then, at considerable expense. This has included physiotherapy, massage and acupuncture. I now have an appointment to see a nerve specialist regarding my arm and shoulder.

As I have been unable to play golf for some time now and will not be playing for several months, I wondered if you would consider crediting me from the time I visited my Doctor until I am fit enough to start playing again. I will of course advise you as soon as I am fit enough to play.

I would be grateful therefore if you would present my request at the next committee meeting.

My doctor, Nigel Adams, has written to you separately.

I look forward to hearing from you in due course.

Yours sincerely,





Seaford Town Council

Report 58/15

Agenda Item No: 5
Committee: Golf
Date: 1 September 2015
Title: Head Greenkeeper report
By: Nick Stephens
Purpose of Report: To inform of Golf Course maintenance.

Recommendations

You are recommended:

- 1. To note contents of this report.**
-

1. Information

Listed below are works carried out over the past three months in addition to normal mowing and maintenance regimes.

Not the greatest summer for weather, with grass in particular finding it difficult to flourish with occasional very high temperatures interspersed with long dry spells below the normal range – even going as low as 2 degrees one night in the middle of July! It has seemed like every time the grass poked its head up it had to rapidly duck again to avoid the relentless winds and other stresses this year.

June

As we are well into the golfing season and with the course being noticeably busier, the aim is to keep disruption to the putting surfaces to a minimum. Some essential aeration and grooming and light sand dressing of the turf will always be necessary though to maintain a healthy plant and true surface. Greens were “Sarel rolled” (spiked rollers) weekly in different directions in conjunction with a monthly “Pro Core” (solid tining) to a depth of 4 to 5 inches. Regular brushing and verti-cutting was utilised to control lateral growth and keep consistent ball roll. Weekly rolling using the dedicated turf iron also greatly improved speed and quality without the need to lower the height of cut. The more leaf that is available to the plant to photosynthesise and resist wear, the lower the nutritional and water input is required. Both of which can be expensive over the course of a year.

Greens were fed once with a spring and summer liquid feed (7 units of Nitrogen) and a wetting agent applied with a root uptake micronutrient cocktail.

Selected weaker fairways fed with a soluble slow release feed and followed up with a wetting agent during rainfall to maximise benefit of the limited precipitation at this time of the year. This reduces “run off” considerably by allowing water to penetrate the soil more easily.

July

Continuing with the theme above, Greens were Sarel rolled three times, Pro Cored twice, Top dressed twice (appx 6-7 tonnes each time) brushed/verticut and rolled regularly.

Liquid feed and wetting agent/ micronutrients also applied when conditions were favourable.

Putting surfaces were allowed to dry out as much as possible as this will naturally encourage the deeper rooting perennial fine grasses to out compete the undesirable annual meadow grass. When water was required however it was carefully applied by hand to only those areas that really needed it. Although more time consuming than just switching the automatic irrigation system on, the benefits towards the long term health and sward composition are huge. There will always be the need to target large areas of turf when the entire rootzone of the green or tee requires thorough irrigation and this is when the computer controlled system we have comes into its own. This is a highly specialised and valuable part of the equipment at Seaford Head G.C. and every effort must be made to maintain this in first class condition.

The new Putting Green has now been completed and looks very good. It will take a further 6 or 7 months to fully establish but will be ready for use at the beginning of next season (April/May 2016). This valuable addition has roughly doubled the size of the green and will enable at least 6 hole cups instead of the current 3, therefore spreading the wear whilst catering for more golfers.

August

Hand watering has continued this month and combined with another application of wetting agent and micronutrients, has kept the dry patches under control. Fairy rings are prominent at the moment, and these will always be the first areas of turf to become drought stressed as the fungus that causes them coats the soil particles with a wax like substance making the soil 'Hydrophobic'. A by product of the fungus breaking down organic material in the soil is Nitrogen – hence the dark green ring of lush grass. Fairy rings are inevitable on long established Greens, with a large number evident at the recent Open Championship at St Andrews. They can be managed with aeration and deep irrigation but not eliminated. The only real cure is to completely remove the affected soil by re-constructing the Green. Personally I think they add to the natural appearance of the greens at this location and generally don't affect they playability of the hole.

Greens fed with a Pre-Tournament Organic Nitrogen liquid prior to the Pro-Am competition on 3rd September.

Grooming and top-dressing carried out when conditions allow to maintain trueness with regular aeration also taking place.

Large amounts of Ragwort have been hand pulled and will be burnt to avoid the spread of this troublesome and unsightly weed.

2. Financial Appraisal

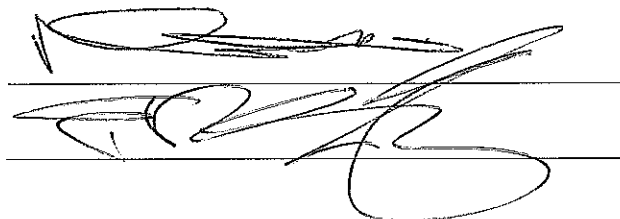
There are no financial implications as a result of this report.

3. Contact Officer

The Contact Officer for this report is Nick Stephens, Head Greenkeeper.

Head Greenkeeper

Town Clerk

The image shows two handwritten signatures. The top signature is written over a horizontal line and appears to be 'Nick Stephens'. The bottom signature is also written over a horizontal line and is more stylized, likely belonging to the Town Clerk.



Seaford Town Council

Report 64/15

Agenda Item No:	6
Committee:	Golf
Date:	1 September 2015
Title:	Business Manager's Report
By:	Oliver Stanyard, Business Manager
Purpose of Report:	To provide update on business at the Clubhouse.

Recommendations

You are recommended:

1. To note the contents of the report.

1. Income and Expenditure

The clubhouse is over 50% of its income budget already after just 4 months, which is looking positive. It is looking at a projected year-end total of approximately £423,000 income. This is £170k over budget.

The expenditure has been a lot higher than anticipated especially in the areas of salaries and rates. With regards to the rates we are regularly taking meter readings to obtain best practice to save money. With regards to the salaries we have now employed a breakfast chef for the kitchen, the breakfast chef will work approximately 25 hours a week and will save us in the region of £8k-£10k a year.

The updated and more accurate year-end prediction is that the expenditure will be in the region of £558,790 rather than the £381,692 that was budgeted before. This gives us a predicted loss of £134,800. (see appendix A)

2. Functions and Events

The first wedding was held at the View in August, which was a great success; the wedding party had a fantastic day. Having the buggies meant the bride and groom were able to be taken up to the top of the 18th hole for some picturesque photos.

There are three more weddings this year and five booked for next year. By purchasing the divider there is now the opportunity to hold up to 100 guests for a wedding reception rather than 50-60 guests. A more suitable divider was sourced and negotiated which cost under £1,500, £3,000 cheaper than was requested for in the last meeting.

Advertising has started for Christmas, six bookings have already been taken for Christmas, it is expected that there will be a large increase in bookings made over the next few weeks.

3. Security

The security gate has been installed now, so it can be locked when all staff have left the premises and reopened when the Greenkeepers arrive in the morning. This gives the premises extra security throughout the night when there isn't anyone on site.

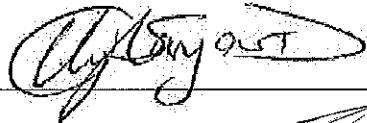
4. Financial Appraisal

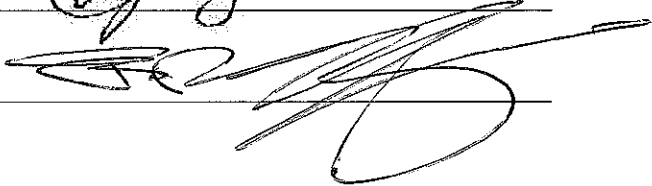
There are no financial implications as a result of this report.

5. Contact Officer

The Contact Officer for this report is Oliver Stanyard, Business Manager.

Business Manager





Town Clerk

Report 64/15 – Appendix A

Cost Centre 103	Budget	Prediction	Targets
4000 Salaries & Wages	108,600	180,000	108,600
4001 Employers NI	6,000	7,500	6,000
4002 Employers Superannuation	13,596	15,000	13,596
4009 Recruitment Costs	500	500	500
4010 Staff Training	1,000	1,500	1,500
Staff Uniform	500	500	500
4051 Rates	23,000	25,000	25,000
4052 Water & Sewerage	1,200	6,000	6,000
4055 Electricity	6,000	20,000	20,000
4056 Gas	4,500	6,000	6,000
4060 Refuse	300	1,200	1,200
4100 Telecommunications	1,000	2,000	2,000
4105 Postage	200	100	100
4106 Stationery	300	200	200
4110 Advertising & Publicity	2,000	2,000	2,000
4113 Software Support	300	300	300
4114 Licence Fee & Sky	1,000	4,500	4,500
4115 Insurance	3,779	6,390	6,390
4156 Bank Charges	1,500	1,500	1,500
4201 Cleaning	11,000	11,000	11,000
4272 Equipment Purchase	2,000	4,000	4,000
4275 Building Maintenance	1,000	1,500	1,500
4301 Public Works Loan Payment	110,000	110,000	110,000
Food Expenditure	41,400	82,000	41,400
Bar Expenditure	40,417	70,000	40,417
Fire extinguishers	600	600	600
Clubhouse Expenditure	381,692 0	558,790 0 0	414,203 0 381,692
1004			
1050 Income Rent	1,200	1,200	1,200
Income hire pro shop & changing rooms	18,000	18,00	18,000
Room hires	25,000	10,000	13,000
Bar sales	121,250	181,425	78,000
Food sales inc Society	82,800	207,165	50,000
Advertising	2,000	2,000	2,000
Fruit Machine	3,000	3,000	3,000
Clubhouse Income	253,250 0	423,990 0 0	165,200 0 0
Net Income	-128,442 0	-134,800 0 0	-249,003 0 -381,692