



## Seaford Town Council

**MINUTES** of the meeting of the **Golf Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Tuesday 2<sup>nd</sup> December 2014** at **7.00pm**.

**Present:**

Councillor I White (Chairman).  
Councillors S Adeniji, R E Allen, M Brown, S Dunn, T Goodman, R Needham and A White.  
James Corrigan, Interim Town Clerk – Seaford Town Council  
Oliver Stanyard, Business Manager – Seaford Town Council  
Simon Lambert, Deputy Head Greenkeeper – Seaford Town Council  
Fraser Morley – Golf Professional  
Richard Andrews and Alan Miller – Seaford Head Golf Club  
Georgia Raeburn, PA to the Town Clerk – Seaford Town Council (Minutes)

4 members of the public.

**Absent:**

Councillor B Groves.

**G20/12/14 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors P Franklin (Councillor S Dunn substituted for), S Gauntlett and A Latham (Councillor S Adeniji substituted for).

**G21/12/14 Declaration of Interests**

Under the Seaford Town Council Code of Conduct and the Localism Act 2011, Councillor I White declared a non-prejudicial interest in the agenda as he is a member of Seaford Head Golf Club.

**G22/12/14 Public Participation**

*Councillor A White*

*Asked that Councillor I White consider standing down as Chair of the Golf Committee, expressing concerns regarding the Councillor I White's ability to Chair the Golf Committee, his performance as Chair over the past three years and his underperformance in ensuring that the Committee are fully aware of the necessary facts. When questioned, Councillor A White identified individual issues regarding the access road, VAT errors and business plan, as examples.*

Councillor I White

In response said that he would not stand down from being Chairman and provided an update on the background and current situation with the access road and VAT errors. Councillor I White also confirmed that the business plan had been kept confidential as this had been decided on by the Committee.

Interim Town Clerk      The Clerk in advised that a letter had been received from the VAT office this week and that they have partly accepted the Council's option to tax with effect from 25<sup>th</sup> September 2014, meaning that the Council can claim back VAT on constructions costs from this date but not prior to it. The implications of this are about £700,000 construction costs equating to £140,000 in VAT that cannot be reclaimed. The Clerk will however appeal this and look at ways to mitigate the cost such as costs spent for disability access to the site.

*Councillor A White      Councillor A White proposed that a vote of no confidence in Councillor I White as Chair of the Golf Committee be held; this proposal found no seconder*

*(Councillor A White left the meeting at 7.15pm)*

**G23/12/14      Finance Report**

It was **RESOLVED** that the contents of report 167/14 presenting the financial position to 31<sup>st</sup> October 2014 be **APPROVED**.

**G24/12/14      Golf Course Income Report**

Members considered report 168/14 presenting the ticket sales and income for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> October 2014.

**G24.1** An error was **NOTED** on Appendix A (page 10) the Total YTD column for the Green Fees Mid Week 1001-101. The gross and net figures are in the wrong columns and should be the other way round i.e. gross is the higher figure.

**G24.2** It was **RESOLVED** that the contents of report 168/14 be **APPROVED**.

**G25/12/14      Golf Professional's Report**

Members considered report 172/14 providing an update on Golf Course related matters.

**G25.1** The Golf Professional provided members with some clarification on the membership offers being publicised;  
New Members are being offered an introductory rate of 15 months for the price of 12, providing they sign up in January 2015 (signing up in February would be result in 14 month for the price of 12 and in March, 13 months).  
Existing Members are seeing a 5% discount on membership fees for next year (effectively holding the price at this year's level).

**G25.2** The Golf Professional confirmed that they are attempting to target ladies with advertising for the club in the hope of increasing the 6.5% female membership. Ladies coaching is now also being offered by Chris Kelley at the Salts.

**G25.3** The information in report 172/14 was **NOTED**.

## **G26/12/14 Business Managers Report**

Members considered report 171/14 providing an update on Golf Clubhouse matters.

- G26.1** The Business Manager confirmed that once the clubhouse is fully furnished they will be able to arrange for professional photographs to be taken of mock-up weddings and conferences at the venue, which will then be used for publicity and marketing materials.
- G26.2** It was confirmed that the furniture will be on site the week commencing 15<sup>th</sup> December. There was a contingency plan to hire furniture if it was needed in the interim, however this is not now needed.
- G26.3** The bar/restaurant will be given a venue name however this has not yet been decided on. The Committee Room will be named in memory of the late Don Mabey MBE.
- G26.4** The Business Manager was congratulated and thanked for his first report.
- G26.5** The information in report 171/14 was **NOTED**.

## **G27/12/14 Interim Town Clerk's Update Report**

Members considered report 169/14 providing an update on the construction works to date.

- G27.1** Councillor I White stated that the former Clerk had had a project plan for the clubhouse project and that the former Clerk had deemed this to be her property and taken this with her upon leaving.

The Interim Clerk confirmed that Officers had looked through the electronic and paper files, and emails, and found no plan of the sorts. If created, this plan would have been Council property, as it would have been the intellectual property of the Council and bore a cost to the Council, so could be classed as unlawful removal of Council property.

The Interim Clerk was asked to investigate this matter further and if necessary report the matter to the Police.

- G27.2** The Interim Clerk clarified the situation regarding the pathway leading around the front of the Pro Shop and the implications of the work being undertaken. There is a temporary electric supply to the clubhouse which is enough to begin drying out the building and also arrange for all the electrics to be tested. The gas meter is in and we hope that the permanent electric meter will go in next week.

The Interim Clerk confirmed that the Council and contractors have been responding immediately to all issues that are being raised and taking action as soon as possible.

The Interim Clerk confirmed that the hope is that there will be a soft launch of the clubhouse before Christmas, with a formal opening in the New Year.

This will need to be confirmed.

**G27.3** The contents of report 169/14 were **NOTED**.

**G28/12/14 Committee Projected Financial Performance for the Financial Year and Recommending a Budget for 2015/2016**

Members considered report 170/14 presenting the projected financial performance of the Committee this financial year and recommending the Committee budget for 2015/2016.

**G28.1** Members discussed the projections and in particular the shortfall of £47,250 for 2015/16. This will need to be considered by Full Council at its meeting on 15<sup>th</sup> January 2015 as to whether this shortfall is taken from General Reserves, balanced by another Committee or impacts on Precept. The Interim Clerk did highlight that this shortfall could be fairly quickly replenished in future financial years looking at the projections for 2016/17 and 2017/18.

**G28.2** It was **PROPOSED** that the Interim Clerk be **INSTRUCTED** to meet with Seaford Head Golf Club to review the current terms between the Council and Club including the membership figures, reporting back to the Golf Committee and providing clarification as to how the system works.

**G28.3** The projected financial performance of the Golf Committee for this financial year was **NOTED**.

**G28.4** It was **RESOLVED** to **RECOMMEND** the draft budget for the Golf Committee to the Full Council as presented.

**G29/12/14 Head Greenkeeper's Report**

Members considered report 159/14 providing an update on Golf Course maintenance.

**G29.1** The Interim Clerk confirmed that he is to meet with the Head Greenkeeper to finalise an equipment and machinery plan that has been drawn up. The machinery budget is working on a rolling program so they will be looking at extending the leases on some equipment at a lower rate with a potential view to purchase these items over time. The plan will come to the Golf Committee once finalised.

**G29.2** The Interim Clerk updated that temporary repairs are currently being made to the greenkeepers shed as the cheapest tender for replacement sheds came in around £45,000. Later next year the Council will look again at replacement options.

**G29.3** The contents of report 159/14 were **NOTED**.

The meeting closed at 8.15pm.

Councillor Ian White  
Chairman