

SEDLSCOMBE PARISH COUNCIL

SEDLSCOMBE PAVILION FUNDING WORKING GROUP

NOTES OF THE FIRST MEETING OF THE GROUP HELD ON TUESDAY 14 AUGUST 2007 IN COMMITTEE ROOM 2 OF THE VILLAGE HALL, 19:45 TO 21:55

Present: Cllrs Wright, Dellow, Dudman and Rand (from item 4). Clerk/RFO – Mrs P Raymond

1. Cllr Wright was appointed as Chairman of the Group.
2. Apologies for absence. None.
3. Brief resume of the project's progress. As Cllr Rand had not yet arrived, the Clerk gave a brief resume of action to date. She informed the Group that Cllr Rand had been focusing on and had purchased a 40' portacabin with two toilets. It should be delivered to the field this week.

A meeting of the Parish Council/Sports Association Working Group had been held on 16/07/07 and the meeting had been informed of the resolutions passed at the Council Meeting on 10/07/07 regarding the Aims & Objectives, personnel, the scope of the project, financing the project and the future of the new pavilion. The main item to note was that the working group had accepted that the FF route was not the one to go down because of the number of difficulties that were being presented to us including alteration of the plans and the requirement for a ground survey. The working group considered these were not necessary.

Members of the fund-raising group had continued over the next few weeks to look at options and it had become clear that the FF may, after all, be the best option for a large proportion of the cost.

In the absence of Cllrs Dudman and Rand, the Clerk had attended the Sports Association meeting on 01/08/07 and had told those present that the FF option may have to be pursued and, if it is, that additional information will be required and will need to do the pitch survey.

The Clerk had contacted firms of Turf Consultants recommended by the FF and has quotes from two of them – Agrostis Turf Consultancy of Bury St Edmonds, and Total Turf Solutions of Northampton.

4. Sports Association's contribution. The Sports Association had been informed that it will be expected to match the Parish Council's contribution of £19,465. A casino evening is planned for September.

The Group was informed that, although the Junior and Senior Football Clubs are strong and growing, the Sports Association could be more robust. The Treasurer is expected to resign at the AGM in October. As part of a risk assessment, the Clerk suggested that it might be worth not reclaiming the VAT on the construction costs so that, if desired, the Parish Council

could run the pavilion/field itself in the event of insurmountable problems for the Sports Association without having to repay VAT. Members did not support this suggestion believing that the Football Clubs are strong enough to take over if required.

Cllr Rand reported that he had kept in touch with Stuart Lamb at the Football Foundation and that it has been accepted that we are to continue with the FF application. Jenny Mitchell had e-mailed the FF a revised Football Development Plan which appears to be satisfactory.

The Clerk was asked to e-mail “A New Pavilion for Sedlescombe” to Stuart Lamb for comment by him and other people at the FF. Funding for the portakabin and demolition of the old pavilion will be omitted. Stuart Lamb will ensure that this is OK and that we can demolish the pavilion prior to the funding result being announced.

Cllr Rand will see Andrew Gerken (Architectural Technician) about amending the plans to meet the FF requirements preferably within the footprint of the current approved plan in order to keep the price within bounds.

5. Sports Pavilion Deposit Account. The Group noted that the new account is not yet open as the Clerk/RFO and Chairman of Finance are still considering options.
6. Draft Business Plan. The Group considered figures on pages 21-22 of the document “A New Pavilion for Sedlescombe”).

Revised figures are as follows:

SEDLSCOMBE PAVILION BUSINESS PLAN

The following will be the responsibility of Sedlescombe Parish Council

Draft Capital Costs Budget

Stages	£
Installation of piling	37,000
New pavilion	120,000
Closure of old entrance, completion of new entrance and landscaping	£6,000
Fees	£5,000
Contingencies	£2,000
Possible remedial work to pitches (cost unknown until pitch survey undertaken – guess included)	20,000
Total excluding VAT	£190,000

Draft Funding Plan

Funder	%	£
Football Foundation	75.00	142,500
Parish Council	10.53	20,000
Sports Association and other local fund-raising	10.53	20,000
Rother District Council Community Projects Grant	2.63	5,000
Battle Partnership	1.05	2,000
Police	0.26	500
	100.00	£190,000

Draft Summary of Expected Annual Income

Income	Year 1	Year 2	Year 3	Year 4	Year 5
	£	£	£	£	£
Rangers Junior Football	3,000	3,150	3,307	3,472	3,646
Senior Football Club	1,500	1,575	1,654	1,737	1,824
Cricket Club	1,300	1,365	1,433	1,505	1,580
Stoolball Club	550	578	607	637	669
Hastings & St Leonards Bowmen	510	536	563	591	621
Hire of sportsfield and pavilion to bodies other than Sports Association	2,000	2,100	2,205	2,315	2,431
Refreshments & Healthy Eating Promotions	500	525	551	579	608
Sedlescombe Parish Council (subject to approval)	1,000	1,050	1,103	1,158	1,216
Total	10,360	10,879	11,423	11,994	12,595

Draft Summary of Expected Annual Expenditure

Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
	£	£	£	£	£
Rates	0	0	0	0	0
Insurance	1,000	1,050	1,103	1,158	1,216
Gas & Electricity	1,000	1,050	1,103	1,158	1,216
Water	1,000	1,050	1,103	1,158	1,216
Pitch Maintenance	3,000	3,150	3,308	3,473	3,647
Pavilion Cleaning	2,000	2,100	2,205	2,315	2,431
Buildings Maintenance	2,000	2,100	2,205	2,315	2,431
Management/Administration	150	158	165	174	182
+/- income over expenditure	+210	+221	+231	+243	+256
Total	10,360	10,879	11,423	11,994	12,595

Inflation has been calculated at 5%

7. Reports from Members of the Group

- a. Cllr Dellow reported that he had investigated the top 150 charities and found that none of them were suitable funders for a local authority. He had also written letters to possible funders and had others to contact which he would do through the Clerk.

He is working with Judy Torrance and Bob Harris on a Traditional Village Fayre on the Green on 22 September 2007, 2-4 pm and is aiming to arrange 15 attractions. The new landlord of the Queen's Head is being very helpful.

He will arrange for the money raised at quiz nights, previously put towards the hall, in future to be in aid of the pavilion fund.

He is willing to do a special quiz sheet but would need commitments from people willing to sell copies. It was suggested that users of the sportsfield might be interested in a sport-based quiz sheet.

Collecting tins at the shop and at field events might be possible. The Clerk would check about licensing and also for a raffle.

- b. Cllr Wright reported that she had identified several sources of funding suitable for local authorities. Pre-application forms had been submitted for some.

- c. Cllr Dudman reported that he had ascertained that the Landfill Communities Fund could provide funding for the pavilion but a body registered with ENTRUST would need to apply. This would be investigated further if necessary. Cllr Dudman would check Sussex County Playing Fields Association.
- 8. To note that the Council, at its meeting on 10/07/07, resolved that applications for funding should be approved by the Parish Council/Finance Committee before submission to the relevant bodies.