**Business Plan @ 5th Nov 2023 \* Amdt figures / text**

**To improve and secure the Easton on the Hill Sports Pavilion for the future.**

This document sets out the case for the Parish Council to permanently take responsibility for the old Cricket Pavilion and develop its use for the benefit of the community.

The aim is to fund investment from current resources and grants and fund running costs from rentals to sports clubs, i.e. to break even on an ongoing basis.

**Context**

The Parish Council owns the land upon which the Pavilion is built (the Playing Field) but has recently been obliged to take on responsibility for the building following the demise of Easton on the Hill Cricket Club.

The Playing Field Management Committee (an Executive Committee of the Parish Council) has developed this proposal and recommends approval by the full council.

**Status**

A survey has been undertaken by a qualified Buildings Surveyor and advice given free of charge and informally, but is reliable, corroborates a previous survey by the Cricket Club, and is not disputed. (Copies of the report have been distributed to parish councillors) Other professional advice as to the condition of the building and services has been taken. Those involved with the assessment of the work to be done are experienced in practical trades.

Mains electricity has recently been installed by the Parish Council, at a cost of approximately £13,000 funded by a grant and contributions from the Parish Council and Cricket Club.

**Capital/One-Off Costs**

Short Term Costs already incurred and agreed, to make the building usable in the short term:

|  |  |  |
| --- | --- | --- |
| **Item** | **Amount** | **Note** |
| Insurance | £131 | 9 months (Completed) |
| Septic Tank | £220 | £120 emptying, (Completed) £100 inspection chamber |
| Shower repair | £200 | Waiting for plumber to confirm visit.  |
| Pump service | £368 | Completed  |
| PAT testing | £300 | Inc EICR report (Completed) |
| Thermostatic timers | £205 | (Completed) |
| **Padlocks \*** | **£238** | **Ordered**  |
| **Asbestos removal \*** | **£1200** | Committed- repairs to garage roof. Quotes being obtained by Mr P Nottingham. Cost to be decreased because of arrangements made by Pete.  |
| **Total** | **£2862** |  |

The PFMC has an annual budget for projects (across the whole Playing Field) of £5,500 in 2023/4 plus a carry-over of £3,250 from last year, so these costs are funded by the Parish Council.

**Additional Longer Term Capital Costs so far identified.**

|  |  |  |
| --- | --- | --- |
| **Item** | **Amount** | **Note** |
| Flooring | £2936 | Changing room |
| Flooring | £1636 | Corridor |
| Exterior cladding | £2178 | Front wall |
| **Total** | **£6,750** |  |

The PFMC will apply for a grant to fund these items. The flooring is cosmetic, the exterior cladding necessary, but not immediately. In the event the grant application was unsuccessful it could be funded next year by using the annual project budget. WPFC also contribute approx £2000 a year in pitch hire fees. **\* The Parish Council has been asked to budget £6750 in 2023/2024 to cover this project if the grant is not successful**.

**Wittering Premiair Support for Capital/One -Off items**

As the only current renter and main regular user of the facility, Wittering Premiair FC (WPFC) have agreed to arrange and fund the following:

|  |  |
| --- | --- |
| **Item** | **Note** |
| Install heating to changing rooms and bar area |  |
| Paint changing rooms |  |
| Obtain/transfer the Bar Licence |  |
| Arrange a Waste Contract | (Completed) |
| Connect Electrics to the outside Toilet Block | (Completed) |
| **\*Obtain Planning permission for the toilet block and playing field container,** | **This is proving difficult. The planning committee have been asked for assistance.**  |

**Running Costs**

The current estimates of running costs and their proposed allocation based on a 9-month (75%) usage by WPFC are as follows. Our plan would be to cover the other overheads by additional rental income. (See below)

**Running Costs Assumptions**

Equipment servicing is done by a volunteer - Peter Nottingham.

The pitch and goal posts are maintained by WPFC.

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**Income \***

Agreement from WPFC to pay £300 per month has been reached.

Discussions are ongoing with ADIDDA, who have agreed in principle to pay £300 a month.

WPFC payments have been reduced from the first plan. This was because of their commitment to install heating and it was considered unfair to have a different rate for the football and cricket teams. The cricket team anticipate it will cost a minimum of £3000 to prepare the wicket, which they will pay. The PFMC recommends the user pay for the electric and water used, and the parish council pay the standing charge.

Our assumptions for income in a 12-month period are:

|  |  |  |  |
| --- | --- | --- | --- |
| Rental to | Note | Monthly fee | Annual Income |
| WPFC | Pitch and pavilion fees. | 300 | £2700 |
| Cricket Club | Pavilion and green  | £300 | £1500 |
| On going discussion  | with one touch football  | Blackstone’s boys team  |  |
| Other hires for socials, sports etc | Assume 6 a year | £50 | £300 |
| Total |  |  | £4500 |

SUMMARY OF FINANCES

PARISH COUNCIL SPENT/ AGREED SPEND TO DATE (5th Nov 2023): £2862

ANNUAL RUNNING COSTS: £3150

PAID BY WPFC: £2363

PAID BY PC: £787

INCOME : £4500

 EXPENDITURE : £3150

CREDIT £1350

**ISSUES TO BE RESOLVED**

Question 1. WPFC agreement to charges and responsibilities?

 It is unlikely WPFC will not agree to the charges and responsibilities. If they do other organisations are willing to hire the pavilion and pitch. \***RESOLVED**

Question 2. Funding for capital works now and in the future.

There are numerous organisations looking to offer funding. \***The parish clerk and Councillor C Mountain are looking at the opportunities for grant funding and will be submitting a grant application before 15th Nov 2023.** Local businesses and residents have contributed and will continue.

Question 3. Impact on other Playing Field projects, especially the Car Park remediation?

Income from hire of the pavilion will help to cover the cost of remedial work. \***The Civil engr has inspected the carpark and the report is expected by 10th Nov 2023.**

Question 4. Health and Safety Audit?

The Parish Council does not have a Health and Safety officer. A working group has been formed to look at all aspects, \* **and will endeavour to complete the necessary assessments by Wed 29th November.**

Question 5. Additional cleaning and caretaking costs for additional hires?

\***WPFC Clean the pavilion themselves, in common with other organisations who hire out facilities of this type**. \***RESOLVED**

**RISKS**

**Question 6. No organization wants to hire the pavilion? \*RESOLVED**

If no organization wanted to hire the pavilion the costs to the parish council could quite easily be met from the current budget.

**Question 7. Volunteer help and FOC services may not continue forever?**

The playing field has been in existence in one form or another since the 1960s. The PFMC does not see this as a problem.

**Question 8. Insurance costs may increase due to asset revaluation.**

This is applicable to all areas of the parish council, not just the playing field.

 \***Question 9. Rodent/pest control. Michael from Fen Tiger has visited the pavilion and playing field. He is preparing a quote**.

**Opportunities**

* Options to save more money via the grass cutting contract work by a volunteer.
* Current precept and budget from Parish Council allows for £5,500 spend on the Playing Field projects. Potential to hire to other clubs/residents, could generate a surplus of income over costs which could fund further developments.
* Encourage members of the village to use the playing field.
* Sports teams using the playing field encourages members of the village to participate in team sport. More likely too with pavilion.
* Helps the local economy, The Blue Bell and Village shop.
* Provides work for local trades.

**Next Steps/Actions**

* Approval to this plan by the PFMC and the full council. The Parish Council is responsible for setting the rental costs. \***It is requested the TOR be updated for the PFMC to set the rental charges. This would minimise the time to make decisions and relieve the parish council of the requirement to duplicate decisions**.
* Consultation with WPFC and other potential hirer to corroborate figures/responsibilities. \* **ON going**
* Any adjustment to figures to clarify financial implications to the council including how the full PFMC budget will be spent.
* Formal agreement with hirers, which is on the agenda for the PFMC meeting on 18th October. \***A working group was established to formalise and produce a draft contract. It is intended to have this completed for the next PFMC meeting on 29th November 2023.**