

STAPLEHURST PARISH COUNCIL

EMPLOYMENT, FINANCE & STRATEGY GROUP MEETING

Thursday 14th December 2023

1:00pm at Parish Council offices

Minutes:

Present: Cllrs Arger, Martin and Sharp

1. **Apologies for Absence:** Cllrs Riordan, Perry, Eerdekenes and Hotson
(as Cllrs Riordan and Perry were absent – Cllr Arger chaired the meeting)
2. Dispensations - Na
3. **Minutes of previous meeting** – 30th November 2023 defer to next meeting
4. **Budget 2024/25**
 - i. **Discuss Fees and Charges 2024/25**

The group discussed the fees and charges are concluded with the following

Youth Club remain the same as 2023/24

Allotments £10 per month or £120 per year- this does include a shed, water butt and water supply.

Jubilees Field

SMYFC – currently £6,902.28 X 5% increase = £345.11 = £7,247.38, or month £603.94 per month. Seasonal hire 1st August 2024 – 31st July 2025.

SMFC – Ground hire needs to reflect that the “ground” helps generate funding for the Club rather than the club just hiring a grass pitch. – New charge

Discussion on make of Ground hire; 1st August 2024 – 31st July 2025

SMFC currently pay £5,866 – includes £600 contribution to electricity

Pitch hire - currently £5,266.8 x 5% increase = £263.34 = £5,529

Contribution to electricity as they are by far the largest user of electricity, currently DD of £350 per month X 12 = £4,200. They pay £50 per month £600 per year.

Discussion focused on either – 75% of electricity = £3,150 - Or 95% of electricity = £3,990

Percentage of “ground entry fee”, some wanted to include a percentage but this is more onerous to monitor, we should free them up to generate income for their club

Percentage of refreshment income some wanted to include a percentage, this is more onerous to monitor, we should free them up to generate income for their club

Therefore ground hire either a) £8,679 or b) 9,519.

Either would be a significant increase from the current fee, £5,866 (increase of at least £2,813 or £3,653)

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However, the Council has invested in the facilities it reflects how, in the past how little they have been charged for a “ground” that generates money for the club, rather than just a grass pitch which a club uses.

Group felt £9,519 (note separate fee for new Clubhouse or 5% of refreshments if served in pavilion)

Note club may want to increase their cleaning fee (£1,500) – would need quotes for a cleaning contractor? Plus withdraw their voluntary input – which is considerable.

One off grass pitch hire’s

Due to the ground conditions unlikely until end of season for “catch up matches by other clubs”. The fee would not apply to SMFC or SMYFC and be dependent on the groundsman comments

Standard Grass pitch £ 50
Main grass pitch £100
Main grass pitch – with lights £150

Summary of proposed fees and charges below

Proposed Fees and Charges for 2024/25				
VAT does not apply				
Youth Club 1 st April 2024 – 30 th March 2025	Morning	Afternoon	Evening	Comment
Community Group; Without membership fees such as NDPR Group, SCEG, Council working Groups	£0	£0	£0	
Community organisation / society with membership fees	£10	£10	£10	
Commercial / private hire	£30	£30	£60	
Allotments from when opened until August 2025				
Per plot per month			£10	
Per plot for year 1 st September 2024 – 31 st August 2025			£120	
Jubilee Field from 1st August 2024 – 31st July 2025				
SMFC ground hire per year				
a)			£8,679	Monthly DD £723.25
b)			£9,519	Monthly DD £793.25
SMYFC per year			£7,247.38	Monthly DD £603.94
New - One off grass pitch hire from 1 st April 2024 – 31 st July 2025				

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Standard pitch hire			£50	
Main grass pitch			£100	
Main grass pitch, with lights			£150	

ii. Discuss Ground hire for SMFC

The draft Ground hire agreement is based on the previous document between JFMC and SMFC. It is a seasonal hire of the main ground with SMFC from 1st August 2024 – 31st July 2025.

The Group discussed and amended version 1– see version 2 attached.

- Changed JFMC to SPC
- Focus on a seasonal hire 1st August 2024 – 31st July 2025
- See discussion on “hire” above
- Note on re-reading added in point 28 so it is clear we can hire out to others.

5. Dates of next meeting

MBC will be issuing the Tax Base next week. It will also have the date when SPC needs to inform MBC of the Staplehurst precept for 2024/25- likely early February 2024.

Therefore we need a Finance and Strategy meeting specifically on the budget in early January 2024.

Discussed the week beginning Monday 8th January 2024. How early can Joris make it is a key question – clerk to clarify and avoid any other Council meetings.

Then go to Council, depending on dates - may need an EGM on the Budget.

Note following the meeting, prior to the meeting with SMFC it was agreed to put forward Ground hire £9,517 plus 5% of the separate fee for a new clubhouse or 5% of refreshments if served in pavilion.