

**BYFLEET VILLAGE FOOTBALL CLUB – APPLICATION FOR FINANCIAL ASSISTANCE**

<b>Executive Summary</b>	
<p>Byfleet Village Football Club provides a coaching and development facility for an ever growing number of boys and girls from Byfleet and the surrounding areas, with this comes ever growing expenditure. The Club has applied for capital funding to assist in the purchase of new goal posts for the pitches the Club hires in Byfleet for matches and practice sessions.</p> <p>The Club has grown significantly and has increased the number of pitches it uses on the two sites, Kings Head Lane Recreation Ground and Byfleet Recreation Ground. As part of the expansion, the Club is keen to buy new goal posts and has applied for a grant of £1,211.</p> <p>It is considered that the Club has demonstrated a significant community benefit from the activities it provides for young people from Woking. It is noted that, whilst it rents the pitches from the Council through Freedom Leisure, the Club is responsible for storing, maintaining and setting up the goal posts. A small contribution towards the costs of providing new goal posts and replacing damaged goal posts is recommended and the Executive is therefore asked to consider awarding a one-off capital grant of 50% of the costs of new goals posts up to a maximum of £650.</p> <p>It is noted that the Group does not currently operate either an Equalities Policy or a Safeguarding Policy and it is therefore a condition of the grant that satisfactory policies are submitted to the Council prior to any funds being released.</p>	

<b>Recommendations</b>	
Reasons for Decision	To provide the financial support necessary for the Club to purchase new goal posts to ensure the facilities are available to the Members of the Club.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
The Executive is requested to:	<b>RESOLVE That</b> a grant of 50% of the costs of purchasing new goal posts, up to a maximum of £650, be awarded from the Community Fund.
Conditions	<p><b>Monitoring Information.</b> The Organisation must submit quarterly monitoring information as a measure of its achievements. Failure to provide details will jeopardise the award. E-mail requests will be sent to the applicant on a quarterly basis.</p> <p><b>Publicity.</b> Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on all literature and leaflets produced.</p> <p><b>Joint Working.</b> WBC expects the Organisation to engage positively on health and wellbeing multi-agency joint work affecting Woking. Groups which refuse may place their Council support at risk, e.g. grant, concessionary rent and other assistance.</p> <p><b>Safeguarding Policy.</b> The Organisation is required to operate a satisfactory Safeguarding Policy and submit the Policy to the Council prior to any funds being released.</p>

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	<p><b>Equalities Policy.</b> The Organisation is required to operate a satisfactory Equalities Policy and submit the Policy to the Council prior to any funds being released.</p> <p><b>Invoices / Receipts.</b> In order to claim an element of the funding, the Organisation must submit paid invoices or receipts relating to equipment purchased or services provided.</p> <p><b>Venue Hire.</b> Woking Borough Council has a duty to ensure that publicly-owned venues and resources do not provide a platform for extremists and are not used to disseminate extremist views. This duty extends to organisations that work with the local authority so this includes recipients of any grants from Woking Borough Council. If you hire out your venue/s you should ensure you have good processes in place for record keeping and checking if they are an appropriate group to be making the hire arrangements. The following are some of what should be considered:</p> <ul style="list-style-type: none"><li>• Basic details should be recorded to include speakers address, mobile phone number &amp; organisation details.</li><li>• Has the identity of the speaker been confirmed &amp; is their organisation bona fide? Are they known to you?</li><li>• Is the speaker from the area? Are they UK citizens or from overseas &amp; will they travel specifically for this event?</li><li>• Consider checks on the internet to confirm the status of speaker to include website, YouTube or social media sites.</li><li>• How many people are likely to attend (check previous or similar events either locally or online).</li></ul>
Performance Indicators	<p><b>Activities.</b> The Organisation to provide details of activities and events held during the last quarter.</p> <p><b>Publicity.</b> The Organisation to advise how the Council's support has been publicised over the last quarter.</p> <p><b>Statement of Use.</b> The Organisation to provide a statement stating the use to which the grant money has been put.</p>

**The Executive has authority to determine the above recommendations.**

### Background Papers:

2018/19 Application Form.

### Reporting Person:

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## **Byfleet Village Football Club – Application For Financial Assistance**

### **Portfolio Holder:**

Cllr Ayesha Azad

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### **Shadow Portfolio Holder:**

Cllr Ian Eastwood

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### **Date Published:**

6 December 2017

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## Byfleet Village Football Club – Application For Financial Assistance

<b>1.0 Summary of Application</b>	
1.1 Status and Aims	<p>The Football Club was formed in 1995 and aims to provide football for all in a fun environment for the local community.</p> <p>The Club was awarded Charter Standard status in 2005, showing all our Managers, Coaches and policies are of a high standard. The Club has grown over the last 15 years and for season 2016/17 it will have 16 teams playing in the Surrey Youth League and Surrey Primary League, together with the Mini Soccer Centre for Under 5s &amp; Under 6s.</p> <p>The Football Club has a Clubhouse - Kings Head Pavilion &amp; Recreation Ground - which was opened by Kerry Dixon, ex Chelsea player, on 16th June 2012</p>
1.2 Employees	None
1.3 Volunteers	24. The volunteers form a committee comprising of Chairman, Secretary, Vice Chairman, Treasurer, Clubhouse Co-Ordinator, Fixtures Secretary and three registration secretaries. The Club has twenty qualified coaches to manage and coach the
1.4 Clients/Users	None.
1.5 Members	<p>260, comprising:</p> <ul style="list-style-type: none"> <li>250 male</li> <li>10 female</li> <li>5 disabled</li> <li>10 ethnic minority</li> <li>20 aged under 5</li> <li>65 aged 5-10</li> <li>200 aged 11-18</li> </ul> <p>For Junior members U7 to U10 a charge of £40 per season is made and for U11 to U18 a charge of £50 per season is made. For eight months of the year the Club charges £15 monthly subs per player, including the Under 5 &amp; 6 players.</p> <p>The Club is continuing to expand. There were 17 teams in the last season and 20 teams will be formed in the current season. The 2018 season is expected to involve 23 teams. The Club has advised that it is outgrowing the current facility in terms of pitches and will therefore have 7, 9 and 11-a-side at Byfleet Rec in the 2018 season, as well as Kings Head Lane.</p>
1.6 Sum Requested	£1,211 (Capital)
1.7 Project	To purchase equipment for the Club.
1.8 Cost breakdown:	Cost of goals supplied and installed £583

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	<p>9-a-side plastic Samba Goals £339.</p> <p>2 x 7-a-side sets @ £289 each</p> <p>A quote has been provided for two sets of goalposts at a cost of £829 and £289 respectively, for a total cost of £1,407. The Applicant has advised that the Club is struggling to get quotes from the supplier and has noted that the Council cannot fund more than 50% of the costs under the criteria for capital funding.</p>
1.9 Community Benefit	<p>The applicant has advised that the Club is working hard to form partnerships with local companies to provide sponsorship for team kits. The Club will seek to raise money through specific fund raising events, and has recently held an annual tournament that raised £500 and a quiz.</p>

<b>2.0 Financial Background</b>	
2.1 Budget	<p>At the time of the application, the Group held £11,995 in the bank. The sum of £5,000 is reserved for coaching teams at Fulbrook, payable in September 2017. £2,500 is reserved for new equipment and kit. £1,500 is reserved to replenish the stock at the clubhouse.</p> <p>The Group has submitted a budget for 2017/18 (rather than 2018/19) which shows an anticipated income of £69,000 against an anticipated expenditure of £62,200, resulting in an anticipated surplus of £6,800.</p> <p>Anticipated income includes club house hire (£2,000), membership fees (£52,000), fundraising (£5,000), sponsorship (£4,000), and the annual tournament (£6,000). Items of expenditure include fundraising (£2,000), tournament costs (£4,000), kit and equipment (£16,000), kitchen expenses (£12,000), pitch fees (£9,500), and coaching fees (£10,000).</p> <p>The anticipated balance held at the end of 2018 is £21,506.</p>
2.2 Accounts	<p>The Group has submitted accounts for 2016/17 which show an income of £60,575 against expenditure of £56,457, resulting in a surplus of £4,118. The sum of £14,706 was carried forward at the end of the 2016/17 year.</p> <p>The Club used surplus funds to provide tracksuits or rain jackets for all the teams who have new sponsorship commencing in the 2017 season.</p>
2.3 Support over the past five years	New application.

<b>3.0 Assessment of Application</b>		
3.1 Key Information	<ul style="list-style-type: none"> <li>○ Constitution</li> <li>○ Registered Charity</li> <li>○ VAT Registered</li> <li>○ Equal Opportunities Policy</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> <li>No</li> <li>No</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Safeguarding Policy</li> <li>○ Reserves Policy</li> <li>○ Quality Mark</li> <li>○ Other funding sources pursued</li> <li>○ Other support by the Council</li> <li>○ Fundraising</li> <li>○ Two quotes</li> <li>○ Regular monitoring provided previously</li> </ul>	<ul style="list-style-type: none"> <li>No</li> <li>No</li> <li>No</li> <li>No</li> <li>No</li> <li>Yes</li> <li>Yes</li> <li>N/A</li> </ul>
<p>3.2 Consultee Comments</p>	<p><u>Officer Comment</u></p> <p>I would be supportive of this request as it assists in getting young people more physically activity – something which if they learn from an early age hopefully will stay with them throughout their adulthood years, thus helping to address levels of obesity.</p> <p>The award however must be conditional on prior receipt of a satisfactory Safeguarding Policy and Equalities Policy.</p>	
<p>3.3 Assessment</p>	<p>The Club provides a coaching and development facility for an ever growing number of boys and girls from Byfleet and the surrounding areas, with this comes ever growing expenditure.</p> <p>Byfleet Football Club is investing into the development of players and coaches alike and have appointed a professional external coaching company to assist. The Club rents the pitches through Freedom Leisure and, in view of the increases in the number of members, the Club now uses pitches at both Kings Head Lane Recreation Ground in Byfleet and Byfleet Recreation Ground.</p> <p>It is in view of the increased number pitches required that the Club has now requested funding for goal posts. At present, the Club has access to three pitches at Kings Head Lane Recreation Ground and two pitches at the Byfleet Recreation Ground. The 9-1-side pitches have 7-a-side markings marked within them and the 11-a-side pitch at Kings Head Lane has 9-a-side markings marked within, thereby giving the Club the flexibility to cater for more games.</p> <p>The goals that the Club hopes to buy will be collapsible as the Club is not allowed to install any permanent goal posts, though the applicant has advised that the Council has indicated that the goal posts for the 9-a-side pitches can be fixed. The Clubhouse is used by the Club and the Club has the option of first refusal on the pitch hire.</p> <p>The Club currently has two sets of 5/7-a-side goals and two sets of 9-a-side goals (collapsible) at the Kings Head Lane site, all in a poor state of repair. There are permanent fixtures on the 11-a-side pitch at Kings Head Lane Recreation Ground and the 9-a-side pitch at the Byfleet Recreation Ground, owned by Freedom Leisure.</p> <p>The Club is seeking a small amount of capital funding to purchase new goal posts, in light of the expansion of the Club as the number of members has grown. It has been made clear to the Group that the grants scheme can only fund up to 50% of any capital projects, unless exceptional circumstances exist.</p> <p>It is considered that the Club has demonstrated a significant</p>	

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community benefit from the activities it provides for young people from Woking. Whilst the Club rents the pitches from the Council through Freedom Leisure, it is required to acquire, store and maintain the goal posts. A small contribution towards the costs of providing new goal posts and replacing damaged goal posts is recommended and the Executive is therefore asked to consider awarding a one-off capital grant of 50% of the costs of new goals posts up to a maximum of £650.

It is noted that the Group does not currently operate either an Equalities Policy or a Safeguarding Policy and it is therefore a condition of the grant that satisfactory policies are submitted to the Council prior to any funds being released.

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