

BYFLEET CRICKET CLUB – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary	
<p>Byfleet Cricket Club has requested a grant of £8,500 towards the replacement of its existing ride-on roller which is over 50 years old and stated to be in a poor condition and uneconomical to repair. The replacement would greatly improve the standard of the Club's playing facilities and provide a safer environment for playing cricket. The new roller would sustain current demands for cricket and facilitate greater use by all within the local area should demand for playing cricket increase. The cost of the new roller is £11,244.</p> <p>The Club is popular with 148 members, 92 of whom are between the ages of six and eighteen years old. In light of the community benefit, and taking into account the successful fundraising towards the new Clubhouse facility, it is proposed that the application be supported. The Council's policy limits any capital awards to a maximum of 50% of the costs unless exceptional circumstances can be demonstrated. In this case, it is not felt that any exceptional circumstances exist and accordingly it is proposed that a grant of 50% of the cost of a new roller up to a maximum of £5,622 is awarded from the Community Fund, subject to presentation of an invoice following the purchase.</p>	

Recommendations	
The Executive is requested to:	RESOLVE That a grant of 50% of the cost of a new roller up to a maximum of £5,622 be awarded from the Community Fund.
Reason for Decision	To enable the local community to continue to benefit from prepared cricket pitches at the Club.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
Conditions	<p>Accounts. The Organisation must submit audited accounts for the year in which the grant is awarded, including an income and expenditure account and balance sheet. Please note that accounts for other years may also be required.</p> <p>Monitoring Information. The Organisation must submit 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>Publicity. Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on all literature and leaflets produced.</p> <p>Payments. Unless exceptional circumstances exist all invoices must be received quarterly with details of the costs incurred and monitoring information for the previous quarter.</p> <p>Payment Period. Final quarter claims must be made by the second week in March. Unclaimed awards will not be available at a later date unless exceptional circumstances can be demonstrated to the Council</p>

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	<p>before the end of the award year.</p> <p>Joint Working. 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>Invoices / Receipts. 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>Venue Hire. 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">• Basic details should be recorded to include speakers address, mobile phone number & organisation details.• Has the identity of the speaker been confirmed & is their organisation bona fide? Are they known to you?• Is the speaker from the area? Are they UK citizens or from overseas & will they travel specifically for this event?• Consider checks on the internet to confirm the status of speaker to include website, YouTube or social media sites.• How many people are likely to attend (check previous or similar events either locally or online).
Performance Indicators	<p>Publicity. The Organisation to advise how the Council's support has been publicised over the last quarter.</p> <p>Statement of Use. 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:

2019/20 Application Form.

Reporting Person:

Douglas Spinks, Deputy Chief Executive
Extn: 3440, Email: douglas.spinks@woking.gov.uk

Contact Person:

Frank Jeffrey, Democratic Services Manager
Extn: 3012, Email: frank.jeffrey@woking.gov.uk

Doug Davern, Democratic Services Officer
Extn: 3018, Email: doug.davern@woking.gov.uk

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Portfolio Holder:

Cllr Ayesha Azad
Email: Cllrayesha.azad@woking.gov.uk

Shadow Portfolio Holder:

Cllr Ian Eastwood
Email: cllrian.eastwood@woking.gov.uk

Date Published:

4 December 2018

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1.0 Summary of Application	
1.1 Status and Aims	Byfleet Cricket Club was founded in 1876, and has been playing at the Parvis Road Ground since that date. It is a community Club with aspirations to play at the highest level it can achieve without losing sight of its roots. The Club's objectives are to promote the playing of cricket in a friendly manner irrespective of ability, social background, race, colour, creed or religion. To this end the Club adopts the England Cricket Board (ECB) inclusion and diversity policy. It upholds the traditions and values of fair play and provides a congenial and hospitable environment for members, guests, players and visitors.
1.2 Employees	None.
1.3 Volunteers	<p>34. The Management Committee are all volunteers.</p> <p>The Committee consists of the President, Chairman, Secretary, Treasurer, Welfare Officer, Team Captains and Grounds Manager. The Junior Coaching Team is made up of volunteers who carry out structured coaching sessions free of charge.</p> <p>The remaining volunteers administer the colts section, manage the bar operation, and co-ordinate social events and fundraising, whilst also arranging catering on match days.</p>
1.4 Clients/Users	See below.
1.5 Members	<p>148, comprising:</p> <p>141 male</p> <p>7 female</p> <p>0 disabled</p> <p>12 ethnic minority</p> <p>126 resident in Woking</p> <p>12 aged 0-5</p> <p>41 aged 5-10</p> <p>51 aged 11-18</p> <p>38 aged 19-65</p> <p>6 aged 65+</p> <p>The following annual charges are levied by the Club:</p> <p>Adult Playing Membership - £75</p> <p>Students/Unemployed Membership - £50</p> <p>Colts Membership - £50</p> <p>Colt Per Sibling Membership - £40</p> <p>Colt with an Adult Playing Membership - £40</p> <p>Social/Non-Playing Membership - £20</p>
1.6 Sum Requested	£8,500 (Capital)

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1.7 Project	Byfleet Cricket Club will use the funding to replace its current ride-on roller which is now 50+ years old. The roller is in very poor condition and has been used beyond its normal life. By purchasing a new roller the Club will be able to continue to maintain its pitches and outfield to the highest possible standard and ensure the provision of safe playing and practice facilities. Without this new machinery the Club may have to employ an external grounds maintenance company to carry out regular preparation.
1.8 Cost breakdown:	The two quotations for a new and refurbished roller set out a cost of between £11,244 and £11,544.
1.9 Community Benefit	All members of the Club would directly benefit from the purchase of a new pitch roller. There are almost 150 active playing members, and the Club aspires to grow membership levels over the coming years. In 2018 there were over 60 games held at the Club and an increasing number of pitches being prepared, meaning that the existing roller is no longer able to meet this need.

2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £35,000 in the bank. The Club is currently undertaking a complete refurbishment project to its clubhouse facility, having spent over £50,000 in the past two years on improving the facilities offered to members and visitors. A new Changing Room Cabin Facility was delivered in late October 2018.</p> <p>A total of £18,000 from reserves is earmarked for the balance of the Changing Room Cabin Facility and £10,000 will be spent on Stage 2 of the Clubhouse Refurbishment Project.</p> <p>The sum of £3,000 has been set aside towards the purchase of the new roller and the remaining balance is working capital for day to day expenditure over the next 6-12 months.</p> <p>The Group has submitted a budget for 2019/20 which shows an anticipated income of £48,280 against an anticipated expenditure of £45,500, resulting in an anticipated surplus of £2,780.</p> <p>Anticipated income includes Bar (£25,000), Match Fees (£8,280), Subscriptions (£5,500), Fundraising (£3,000), Club Events (£2,500), and Sponsorship (£2,000). Items of expenditure include Bar (£17,000), Ground Maintenance (£8,000), Cost of Overseas Player (£5,000), Teas (£3,500) and Utilities (£3,000).</p>
2.2 Accounts	The Group has submitted accounts for 2017/18 which show an income of £58,634 (£62,703 in 2016/17) against expenditure of £48,615 (£56,465 in 2016/17), resulting in a surplus of £10,018 (a surplus of £6,238 in 2016/17). The sum of £79,155 was carried forward at the end of the 2017/18 year.
2.3 Support over the past five years	2015/16 – No grant awarded.

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3.0 Assessment of Application		
3.1 Key Information	<ul style="list-style-type: none"> ○ Constitution ○ Registered Charity ○ VAT Registered ○ Equal Opportunities Policy ○ Safeguarding Policy ○ Reserves Policy ○ Quality Mark ○ Other funding sources pursued ○ Other support by the Council ○ Fundraising ○ Two quotes ○ Regular monitoring provided previously <p>* Discretionary Rate Relief</p>	<p>Yes</p> <p>No</p> <p>No</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes*</p> <p>Yes</p> <p>Yes</p> <p>N/A</p>
3.2 Consultee Comments	<p><u>Sylvie Marshall, Community Development Manager</u></p> <p>The Club is very popular and has a membership of 148; over 85% of who live in Woking. 104 of the members are below the age of 18 years. The Club undertakes significant fundraising and has achieved funding in excess of £80,000 towards its goal of modernising and improving its clubhouse and facilities, the works for this are due to be completed in the Spring of 2019. The grant application is for a ride-on roller to maintain the pitches and outfield. The community benefit is significant and I would therefore support this application and would recommend that a grant be awarded at a level of £5,622 (50% of the anticipated cost of £11,244).</p>	
3.3 Assessment	<p>Byfleet Cricket Club, founded in 1876, is a community club which seeks to promote the playing of cricket in a friendly manner irrespective of ability, social background, race, colour, creed or religion. It is a Clubmark accredited club which welcomes new members, whether playing or non-playing, or visitors who simply wish to drop in and watch cricket being played.</p> <p>The Club has requested a capital grant of £8,500 towards the replacement of its existing ride-on roller which is over 50 years old and stated to be in a poor condition and uneconomical to repair. The replacement would greatly improve the standard of the Club's playing facilities and provide a safer environment for playing cricket. It would also improve efficiency for the groundsman and enable increased time to maintain other areas of the ground currently neglected due to the delays caused by the existing roller. The new roller would sustain current demands for cricket and facilitate greater use by all within the local area should demand for playing cricket increase.</p> <p>The Club's ground machinery was assessed back in 2011 by the Surrey Cricket Grounds Association, with the current roller being recommended for replacement within three years. A total of seven years have passed since this assessment and the Club states that it is</p>	

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imperative to replace the roller within 12 months in order for the cricket pitches to be maintained.

The Club is largely self-sufficient with day to day activities generating sufficient income to maintain its operation. However one-off major capital expenses such as machinery purchases mean that the Club seeks funding to assist. The Club has raised in excess of £80,000 towards its goal of achieving a modernised and greatly improved clubhouse facility; these works should be completed in Spring 2019.

The Club has 148 members, 92 of whom are between the ages of six and eighteen years old. In light of the community benefit, and taking into account the successful fundraising towards the new Clubhouse facility, it is proposed that the application be supported with a grant of up to 50% of the cost of a new roller (£11,244), up to a maximum of £5,622 subject to presentation of an invoice following the purchase.

REPORT ENDS