

HARTLEBURY PARISH COUNCIL

Date	1 May 2018
Agenda Item No	11
Title	Sport England Conditions
B a c k g r o u n d	<p>We have received a letter from Sport England approving our application of a grant of £30k from their Community Assets Fund towards the estimated total cost of £80k for the MUGA and Petanque pitches.</p> <p>This approval comes with a number of conditions described below which we need to discuss, agree and accept before the acceptance letter from Sport England can be signed.</p>
C o n s i d e r a t i o n s	<p>The Terms and Conditions can be summarised as follows. Suggestions for Council to discuss and agree are added in brackets.</p> <p>Council must:</p> <ol style="list-style-type: none"> 1 Be aware of and accept all relevant Health and Safety legislation including CDM Regulations 2015. (Included in Contract with Midland CSB Ltd) 2 Have taken the necessary steps to gain authorisation for acceptance of the grant. (This proposal) 3 Make sure that we have the necessary finances in place to complete the project. (See income update and costs to date and estimated costs going forward) 4 Nominate a Councillor to work with Sport England to set targets and measure the impact of the investment. (Who?) 5 Submit a Practical Completion Certificate when the works are finished. 6. Confirm in writing that appropriate staff, management, policies and insurance will be in place to ensure that the facility is managed and operated effectively. (Approve policies on Data Protection, Equal Opportunities, (later on agenda) Safeguarding (already done)) 7. Put in place appropriate resources and plans to adequately maintain the facility and set up a 'sinking fund' to pay for its eventual replacement. (Display appropriate signage on facility? Monthly check by a Councillor? Annual check and report from assets group? Line added to budget for sinking fund? Amount? – see attached) 8 Embargo all press and publicity relating to Sport England until completion. 9 Arrange an official completion ceremony, at which Sport England should be invited, giving at least one month's notice. 10 Reference Sport England's contribution in all publicity.
P r o p o s a l	That we accept the Terms and Conditions as outlined by Sport England and authorise the Clerk and the Chair to sign the document on behalf of Hartlebury Parish Council.
Risk	Medium
Author	S Hickman
Date	24 April 2018

Income

Source of Funding	To be spent on:	Amount	Totals
New Homes Bonus	No specific conditions	£66,159.00	
New Homes Bonus	No specific conditions	£26,553.00	
Section 106	Leisure and play	£115,855.53	
Section 106	Leisure and play	£10,000.00	
Severn Waste	Comply with ENTRUST	£155,000.00	
Fortis Homes SMILE funding	To be spent on table tennis table and bird's nest swing	£5000.00	
Monosol	General play equipment	£250.00	
Sport England	MUGA and Petanque Courts	£30,000.00	
Forest Gardens	Company wooden goods	£2500.00	
BIFFA	Goods	£1000.00	
			£412,317.53
VAT Refund	on expenditure to date	£4867.52	£417,185.05

Expenditure

Spent to date:			
Payment to:	For:	Amount	Totals
Greenway LA Ltd	Design and associated costs	£5115.56	
Greenway LA Ltd	Design etc.	£2748.17	
Greenway LA Ltd	Design etc.	£1984.82	
Greenway LA Ltd	Design etc.	£4180.31	
Greenway LA Ltd	Design etc.	£169.50	
Greenway LA Ltd	Design etc.	£3464.45	
Greenway LA Ltd	Design etc.	£794.88	
Greenway LA Ltd	Design etc.	£720.00	
Greenway LA Ltd	Design etc.	£733.92	£19,911.61
Shires Garden Maintenance	Tree works	£9294.00	£9294.00
			£29,205.61
Committed going forward:			
Midland CSB Ltd	Construction	£369,559.29	
Forest Gardens	Wooden goods	£6000.00	
Ringway	Highways crossing	£5000.00 (est.)	
	Table tennis table	£2500.00	
Greenway LA Ltd	Services	£5000.00 (est.)	
			£388,059.29
			£417,265.29

Assumptions

That invoices for R Greenway (£794.88; £720.00; £733.92) submitted on May agenda will be approved.

That 20% of VAT on all expenditure to date will be refunded. (£3767.83 has already been claimed and refunded.)

Sinking Fund

These are to replace £30,000 over a period of 30 years, but a cumulative 20% has been added to the £30k to allow for inflation on the amount to be replaced:

Amount required	Amount + Inflation	Term of years	Savings rate	ASF Table Value	Annual investment
£ 30,000.00	£ 36,000.00	30	2.50%	0.02277	£ 819.72
£ 30,000.00	£ 36,000.00	30	3.50%	0.01937	£ 697.32
£ 30,000.00	£ 36,000.00	30	4.00%	0.01783	£ 641.88
£ 30,000.00	£ 36,000.00	30	4.50%	0.01639	£ 590.04
£ 30,000.00	£ 36,000.00	30	5.00%	0.01505	£ 541.80

The investment value to be budgeted depends upon whether we are optimistic (or pessimistic) about the savings rate that we can achieve.