

Charity Committee Agenda

Monday, 26 September 2016 at 6.00 pm

Council Chamber, Upper Ground Floor, Aquila House, Breeds Place, Hastings, East Sussex, TN34 3UY

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For further information, please contact Emily Horne on 01424 451719 or email ehorne@hastings.gov.uk

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CHARITY COMMITTEE

27 JUNE 2016

Present: Councillors Fitzgerald (Chair), Forward, Cartwright and Mr May, the Protector

44. APOLOGIES FOR ABSENCE

Apologies for absence were received from Nick Sangster, Resort Services Manager.

45. DECLARATIONS OF INTEREST

None.

46. MINUTES OF THE MEETING HELD 21 MARCH 2016

RESOLVED – that the minutes of the meeting held on 21 March 2016 be approved and signed by the Chair as a correct record subject to the amendment of item 33. Replace the words ‘small grants programme’ with ‘events grants’.

47. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None.

48. EURO MARITIME FISHERIES FUND - COMMUNITY LED LOCAL DEVELOPMENT (FLAG - FISHERIES LOCAL ACTION GROUP)

The Assistant Director Regeneration and Culture provided a verbal report on the status of the European Maritime Fisheries Fund – Community Led Local Development.

It was confirmed that the Round 1 submission was successful and that the FLAG had been invited to prepare a Local Development Strategy for submission in Round 2. This has been completed and a decision is anticipated in October.

If successful, the 2-year programme would commence in 2017 and we hope to be able to support the development of the classroom on the coast.

RESOLVED (unanimously):

That the Charity Committee accept the update.

CHARITY COMMITTEE

27 JUNE 2016

49. FINANCE REPORT

The Assistant Director – Financial Services & Revenues presented a report to advise Members of the Committee on the draft financial position for 2015/16 and the current year's financial position, agree revisions to the Trust's business plan and review the Risk Register and Reserves Policy.

Financial Monitoring statements were appended to the report which provided detail of the costs being incurred on major projects within the business plan and income.

The operating surplus was £321,000, exceeding the £292,000 revised estimate.

Councillor Forward proposed approval of the recommendations, as set out in the resolution below, seconded by Councillor Cartwright.

RESOLVED (unanimously) that the Charity Committee:

- 1. Agree the current financial position for 2016/17**
- 2. The Risk Register be agreed (Appendix 4)**
- 3. The Reserves Policy be agreed (Appendix 5)**

The reason for this decision was:

The Council has the responsibility for the proper management of the financial affairs of the trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

The reserves policy is reviewed on an annual basis and is undertaken against the uncertainties that are identified within the risk register and the general economic environment.

50. MINUTES OF THE MEETING OF THE COAST USERS GROUP HELD ON 7 JUNE 2016

The notes of the meeting of the Hastings and St. Leonards Coastal Users' Group held on 7 June 2016 were submitted.

Councillor Cartwright proposed approval of the recommendations, as set out in the resolution below, seconded by Councillor Forward.

RESOLVED (unanimously) that the minutes of the meeting of the Hastings and St. Leonards Coastal Users' Group held on 7 June 2016 be received and noted.

CHARITY COMMITTEE

27 JUNE 2016

51. ADDITIONAL URGENT ITEMS (IF ANY)

Councillor Fitzgerald sought clarification on the overnight parking fee at Rock-a-Nore and security lighting. Members discussed the benefits.

(The Chair declared the meeting closed at. 6.20 pm)

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Agenda Item 5



Report to: Charity Committee

Date of Meeting: 26th September 2016

Report Title: Procurement of Cleaning Contracts

Report By: Mike Hepworth, Assistant Director, Environment and Place

Purpose of Report

To seek Trustees approval to procure a portfolio of cleaning contracts covering property belonging to the Foreshore Trust.

Recommendation(s)

1. That the Trustees agree to procure cleaning services via the East Sussex Procurement Hub together with Hastings Borough Council.

Reasons for Recommendations

The existing contracts expire on the 31st March 2017 and they cannot be extended further.

It is essential that the Foreshore Trust secures services to clean the public conveniences and other property owned by them.

Procurement in partnership via the East Sussex Procurement Hub is a cost effective means of carrying out the procurement, and should result in good value bids from suitable service providers.

The proposed length of contracts allow for the development of a business case for potential future in house provision.

Background

1. The current portfolio of cleaning contracts was procured in 2010 in partnership with Rother and Wealden District Councils in a procurement exercise led by Hastings Borough Council.
2. The Council now undertakes its major procurements via the East Sussex Procurement Hub, in order to achieve economies of scale and a range of procurement expertise.
3. Rother and Wealden councils will be re-procuring these services through the East Sussex procurement Hub, and there are potential advantages (economy of scale) to Hastings participating in this process with them.
4. Historically the Foreshore Trust has agreed to public conveniences and other property owned by the Foreshore Trust to be cleaned and maintained by the Council's contractors. As these contracts now need procuring again, the Council is seeking approval to proceed from the Foreshore Trust.

Potential for savings associated with the cleaning of public conveniences

5. The area for greatest potential for savings is the cleaning of public conveniences. More work is required before we can confidently propose these changes, as they are dependent upon suitable alternative arrangements being agreed. For example many local authorities have closed some of their public conveniences and entered into agreements with nearby businesses that are willing to allow public access to their toilets, in exchange for a contribution to cleaning and maintenance costs.
6. A local authority cannot change the contract specification during the course of a contract, such that the contract value is reduced by more than 10%. The current contract treats unit reduction on a pro rata basis. This can be viable when reducing by a very small number of units, but service providers face overheads and operational resourcing needs that do not necessarily reduce on a pro rata basis. This can lead to front loading of contracts to offset this possibility.
7. The procurement will be by an open tender process. Thereby enabling a wide range of providers to tender. From small to medium sized companies, to social enterprises etc.

Proposed Contract Costs and Length of Contract

8. The Trustees needs to consider this service provision within the context of the Trust's overall budget.
9. It is assumed that the operational staff employed on the contract will currently be paid at or near to the national minimum wage. The move to a new national living wage (NLW) is likely to increase costs. From April 2016, the NLW is set at £7.20 per hour for over 25s which compares to the previous minimum wage of £6.70 per hour. By 2020, the NLW is expected to rise to £9 per hour. This new factor may well add cost pressures to the bids. As such, it would be reasonable to expect bids to increase on previous contract pricing, possibly by up to 15%.

10. It is proposed to seek tenders for two periods:-

2 years with the potential for 3 additional 1 year extensions;

3 years with the potential for 2 additional 1 year extensions;

Policy Implications

11. With respect to policy implications, there are clearly risk management and financial implications.

12. From a risk perspective it is essential that we reprocure these services before the existing contracts expire, and this can be achieved through the process described in this report.

13. From a financial perspective we need to ensure that we use this as an opportunity to reduce our costs where possible, such as through revising the specification for the new contract. We also need to ensure that we achieve best value. Again the process described above clearly seeks to address these requirements.

14. No equalities issues arise from this report, though if the Trustees were to reduce or charge for the service these issue may arise.

Wards Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	Yes
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Officer to Contact

Officer Name: Mike Hepworth

Officer Email mhepworth@hastings.gov.uk

Report Template v28.0



Agenda Item 6



Report to: Charity Committee

Date of Meeting: 26 September 2016 @ 6.00pm

Report Title: Advertisement for Grants Advisory members

Report By: Christine Barkshire-Jones, Chief Legal Officer and Monitoring Officer

Purpose of Report

To seek permission to advertise for new members of the Grants Advisory Panel (GAP)

Recommendation(s)

To give the Chief Legal Officer delegated authority to advertise the vacancies in the Hastings and St Leonards Observer

Reasons for Recommendations

The Chief Legal Officer has received notice from an existing member of GAP who has subsequently left and an e-mail stating that another member will give in their notice at the GAP Annual General Meeting in November.

Background

1. Under a Scheme dated 13 January 2011 Hastings Borough Council became 'the Trustee' to the Hastings and St Leonards Foreshore Trust. The Scheme advocated that there must be a Grants Advisory Party with no fewer than 4 and not more than 8 members.
2. The members of GAP must be appointed by the Trustee on the basis of their knowledge and experience of the voluntary and charitable sector and in particular their knowledge of the voluntary and charitable sector in the area of the Borough of Hastings.
3. The Grants Advisory Panel must consider and make recommendations in respect of:
 - a) The criteria for making grants which the trustee adopts from time to time
 - b) The content and format of grant application forms
 - c) The advertisement of availability of assistance by way of grant from the charity
 - d) Individual applicants for grants and proposals of the trustee for making grants.

4. In 2014 the Chief Legal Officer placed advertisements in the Hastings & St Leonards Observer rather than public notices. They were advertised for two consecutive weeks. The suggested wording for this advert is:

Looking To Help Your Community? Grant-ed!
Hastings Borough Council is looking for volunteers to sit on its Grants Advisory Panel. The Panel recommends to the Council's Charity Committee ow surplus income from the Foreshore Trust should be distributed.

Cllr. Colin Fitzgerald, who chairs the Charity Committee, explained "As a charity, the Foreshore Trust wants to help the local community and giving grants to local groups is one way we can do this"

We are looking for 2 volunteers to join our existing panel. The panel meets around 4 times a year and other meetings may be called on an ad hoc basis. We are particularly looking for people with a knowledge of the local voluntary and charitable sector

Future Process

5. The adverts will run for two consecutive weeks hopefully on the 30 September and 7th October. An interview date has been pencilled in for the 21st October. Hopefully two or 3 candidates can be selected. Whilst only two candidates are needed now it may be useful to have a reserve in hand should the Chief Legal Officer receive unexpected notice from any more existing member/s.
6. The Chair of the Grants Advisory Panel has indicated that new members ought to be in post by January at the latest. If the adverts have the required affect and the interview panel can select new members the Chief Legal Officer will bring another report to December's Charity Committee recommending that successful candidates will be appointed.

Wards Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No

Local People's Views	No
Anti-Poverty	No

Additional Information

Insert a list of appendices and/or additional documents. Report writers are encouraged to use links to existing information, rather than appending large documents.

Officer to Contact

Officer Name Chris Barkshire-Jones
Officer Email Address cbarkshire-jones@hastings.gov.uk
Officer Telephone Number 01424 451731

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Agenda Item 7



Report to: Charity Committee

Date of Meeting: 26 September 2016

Report Title: Foreshore Trust - Annual Report and Financial Accounts 2015-16

Report By: Peter Grace
Assistant Director - Financial Services & Revenues

Purpose of Report

The purpose of this is for members of the Committee to consider the 2015/16 Annual Report and Financial Accounts.

Recommendation(s)

1. The Annual Report and Financial Accounts for 2015/16 are approved.

Reasons for Recommendations

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

The Council as Trustee, through the Charity Committee is approved to approve the annual report and accounts by the 30th September each year.

Introduction

1. The Annual Report and Accounts are attached to this report. The Council has received an unqualified opinion on the accounts from the external auditor, Manningtons.
2. The Committee is recommended to approve the Annual Report and Accounts.

Final position 2015/16

3. A surplus of £321,000 was achieved as detailed in the Statement of Financial Activities section of the Trustee's report which was slightly above expectations.
4. In terms of net current assets (effectively the cash position) the balance is £1,236,463 as at March 2016, whilst total funds (which includes all assets) amount to £2,240,192 .
5. The balance sheet note¹³ identifies the cash reserve as the Contingency Reserve £690,000 and the Main Programme Reserve of £158,971 totalling £848.971. This is different from the effective cash position as it takes into account the outstanding long term loans from Hastings Borough Council.
6. The business plan identifies commitment amounting to £530,000 of which £373,000 will be funded from reserves and the ongoing budgeted surpluses.

Reserves

7. A reserve policy was agreed at the Committee's 27 June 2016 meeting. It will remain appropriate to consider the reserve policy on a regular basis.

Wards Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Appendix 1 - Annual Report and Financial Statements

Officer to Contact

Peter Grace
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Charity registration number: 1105649

Hastings and St Leonards Foreshore Charitable Trust
Annual Report and Financial Statements
for the Year Ended 31 March 2016

Hastings and St Leonards Foreshore Charitable Trust Contents

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The following pages do not form part of the statutory financial statements:

Statement of financial activities per fund	25 to 26
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Hastings and St Leonards Foreshore Charitable Trust Reference and Administrative Details

Charity name	Hastings and St Leonards Foreshore Charitable Trust
Charity registration number	1105649
Trustee	Hastings Borough Council, acting through the Charity Committee
Committee Chair	Councillor John Hodges (until 11 February 2016) Councillor Colin Fitzgerald (appointed 7 March 2016)
Committee Members	Councillor Kim Forward Councillor Andrew Cartwright
Bankers	Co-operative Bank 164/165 Western Road Brighton BN1 2BB
Auditor	Manningtons 7 Wellington Square Hastings East Sussex TN34 1PD
Protector	Christopher May MA, FCA Froghole Oast House Crockham Hill Edenbridge Kent TN8 6TD

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

Structure Governance and Management

Overview

The governing documents of the Charity are a conveyance from the Crown to Hastings Corporation dated 8 September 1893 and Charity Commission Scheme ref. no, 981/1011 made on 13 January 2011 (the 2011 Scheme).

The 1893 Conveyance provides that the length of foreshore between Ecclesbourne Glen and Grosvenor Gardens shall be held for the common use, benefit and enjoyment of Her Majesty's subjects and the public generally for ever. Later conveyances in 1925, 1933 and 1934 conveyed the remainder of the foreshore to the Hastings Corporation on the same Trusts.

The Hastings Borough Council Act 1988 varies the Trust to permit certain uses on delineated areas of land and for the Council to charge for that use, whether provided by the Council itself or by another on the Council's behalf.

The 2011 Scheme extended the objects of the Charity to include such charitable purposes within the Borough of Hastings as the Trustee thinks fit.

The 2011 Scheme had the effect of revoking the Charity Commission Scheme dated 22 March 2006 which appointed independent Trustees and Council nominated Trustees and appointed Hastings Borough Council as the Trustee for all purposes. This report is prepared by the Trustee as required under the 2011 Scheme.

Significant changes

During the year there has been a new appointment to the Charity Committee of Councillor Colin Fitzgerald. Councillor John Hodges sadly deceased during the year.

Governance

i) The Trustee, Hastings Borough Council, is a principal local authority established under the Local Government Act 1972 and, as such, has corporate status. As a local authority, the Trustee acts through decisions of elected members and delegations to committees, sub-committees and officers. The Local Government Act 2000 introduced executive decision making and the legislation provided for a split between decisions which are reserved to the Council, to the Executive or according to local choice. Where the function in question is not reserved to Council or a local choice function, the default provision in the legislation is that the function and decision-making relating to it are the preserve of the executive. This represents the position regarding the Council's function or power to administer charities, that is to say that the administration of charities is an executive function and so only the Cabinet, a committee of Cabinet or officers acting under delegations from Cabinet are legally competent to make decisions relating to the Charity. This means that for the Foreshore Trust, the Council as Trustee acts through the Charity Committee of Cabinet.

ii) The Protector When considering the request of the former independent Trustees to appoint the Council as Trustee, the Commission was concerned regarding the potential conflict of interest between the Council's position as charitable Trustee and as local authority and how to address this. Part of the solution was the requirement in the 2011 Scheme for the appointment of a Protector, who is required to be a qualified accountant. The present Protector is Christopher May, MA, FCA, who was appointed as first Protector and has been subsequently re-appointed for a further three year term of office. The role of the Protector is essentially to act as whistle blower and watchdog against the Council acting in breach of trust and to guard against situations where a conflict of interest is not being managed properly. As a chartered accountant he is equipped to scrutinise the Council's charity accounts. The Protector is required to report any matters of serious concern to the Charity Commission and must prepare an annual report on his activities for inclusion in the Charity's Annual Report.

Consultation The 2011 Scheme makes provision for consultation in two areas of the Charity's operation. Namely:-

i) Coastal Users' Group The Trustee is required to consult with and have regard to the recommendations of the Coastal Users' Group (CUG) in relation to certain matters, namely:-

- the standards or specifications for the maintenance of the charity's land.
- the Charity's policy relating to events and activities to be held on the Charity's land and any event/activity outside that policy.
- the Charity's policy relating to the exercise of any power under the Hastings Borough Council Act 1988 or otherwise to manage, let sell or otherwise dispose of the Charity's property, and

Hastings and St Leonards Foreshore Charitable Trust Trustee's Report

- the exercise of the powers under the previous bullet otherwise than in accordance with the agreed policy.

The CUG was an existing consultative group set up by the Council as local authority to consult with interested parties in relation to matters affecting the front line of the Council's area. It became the Coastal Advisory Group as required by the 2011 Scheme after adopting a formal constitution and rules for membership in early 2011. The minutes of its meetings, in so far as they relate to Foreshore Trust matters, are included in the reports submitted to each Charity Committee meeting. The CUG meets before each Charity Committee meeting (four times a year) to consider and comment on reports being submitted to the Charity Committee. The CUG is consulted each time the Foreshore Trust Business Plan is revised. During 2015/16, they were also consulted upon the details of various business plan projects including contributions to the review of seafront and promenade byelaws, public realm improvements to the White Rock Promenade area, successful improvements to bathing water quality and the award of the Blue Flag for Marina St Leonards, completion of the jointly funded FLAG, Big Beach project including the resurfacing of the Winch Road and contributions to the update of the Seafront Strategy.

ii) Grant Advisory Panel

The object to distribute surpluses, after meeting the costs of administering the Charity and managing its assets, including the repair and insurance of its land and buildings, through grants for charitable purposes in the Borough, are subject to consultation with the Grant Advisory Panel. The 2011 Scheme provides that consultation is to take place concerning the grant criteria, grant processes and grant determinations. There were no changes to the Panel in the year. The Grants Advisory Panel successfully concluded the process of prioritising the year's round of grant making, resulting in the award of grants totalling £53,315 and grants for events totalling £16,685 (2014/15 £50,000 and events £26,222).

The following grants were awarded in the year:-

	£
Education Futures Trust - The Shore Acedemy	1,946
Citizens Advice 1066	3,630
Radiator Arts	4,800
Counselling Plus Community	2,180
Hastings Chinese Association	1,420
Hastings & District Interfaith Forum	793
BHARA - right to play	5,000
Hastings Furniture Service	5,000
Hastings Intercultural Organisation	2,500
Stay Up Late	5,000
Trash Canes	3,890
Hastings District Woodcraft Folk	2,620
Treasure Tots Art Cafe	1,486
Xtra Young Peoples Centre	4,380
Hastings and Rother Mediation	2,000
Hastings Fat Tuesdays Mentoring Programme	3,630
Hastings Bonfire Society	3,040
Total	<u>53,315</u>

Hastings and St Leonards Foreshore Charitable Trust Trustee's Report

The following grants for events were awarded in the year:-

	£
18 Hours Ltd - Journeys Dance Festival	2,000
Idolrich Theatre Rotto Productions	2,000
Labyrinth Arts / Community Bicycle Workshop	1,050
Hastings Predators Floorball Club	1,925
St Michaels Hospice	2,000
The Hastings Storytelling Festival	2,000
Central St Leonards Town Team	2,000
Women's Voice	1,710
Seaview Project	2,000
Total	<u>16,685</u>

Delegation to Officers

At its first meeting on 25 January 2011, the Charity Committee agreed a Scheme of Delegation to Officers. From the 1 April 2012 the Scheme of Delegations has required amending, replacing the Chief Executive with an appropriate Director and his/her nominee as a result of a senior management restructure. The new Scheme of Delegations follows the pattern of the Council's Scheme of Delegations to Officers, in that the appropriate Director or their duly authorised nominee is authorised within the plan and budget agreed by the Charity Committee to undertake the day to day operation and management of the Charity. The authority is general and subject to certain exceptions including the disposal of land, use of the Charity's land for events outside of the agreed policy, grants for charitable purposes and specification for and the award of contracts affecting the Charity, which are all subject to consultation and then the decision of the Charity Committee. The Scheme of Delegation emphasises that the Directors or their nominees acting under the delegations must be mindful that they are acting on behalf of the Charity and not the Council and ensure that at all times they act in the best interests of the Charity.

The officers authorised for most purposes affecting the Charity's day to day operation and management are:-

- Monica Adams-Acton, Assistant Director Regeneration and Culture
- Peter Grace, Assistant Director Financial Services and Revenues (Chief Finance Officer)
- Amy Terry, Estates Manager
- Christine Barkshire-Jones is the Monitoring Officer and the Chief Legal Officer, and is also the Authorised Signatory on behalf of the Charity

In case of actual or potential conflict of interest for officers, independent advisors are instructed on behalf of the Charity e.g. surveyors.

Training and Induction for the Trustee

Training is provided for members and officers covering training on the history of the Trust, the constitutional documentation of the Trust and how to put those into effect.

Training has been offered to all members of the Council to raise awareness and to keep them advised.

Risk Management

The charity maintains a risk register and formally reviews this on an annual basis when determining the reserves policy. Initially this identified the key financial risks facing the Trust, but continues to be developed to include the identification of all significant risks (it also includes the identification of relevant controls to mitigate and responsibilities).

Objectives

The 2011 Scheme states the objects of the Charity to be:-

- (i) to hold and maintain the charity's land for the objects set out in the trusts of the Charity, namely for the common use, benefit and enjoyment of all Her Majesty's subjects and of the public for the time being for ever; and
- (ii) subject to (i) above, such charitable purposes within the area of the Borough of Hastings as the Trustee thinks fit.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The Scheme expressly provides that income and capital are first to be applied in meeting the proper costs of administering the Charity and of managing its assets including the repair and insurance of its land and buildings. After payment of these costs, the Trustee must apply the remaining income in furthering the objects of the Charity.

Achievements and Performance

This has been the fifth full financial year for the Council as Trustee of the Foreshore Trust. The Charity Committee met four times during the year and the main business has been:

- The fourth annual review of the Trust's rolling five-year Business Plan;
- The fifth round of small grant awards (up to £5,000) to local charitable organisations;
- The third round of grants (up to £2,000) for events on Foreshore Trust land;
- Agreement of the budget for 2016/17 and financial report.

White Rock Baths refurbishment

- External funding was secured during 2014/15 to support the repair and renovation of the White Rock Baths to enable it to be leased to The Source for a BMX and skateboard facility;
- Work commenced on the 23rd March 2015 and was completed on the 23rd December 2016. To date a retainer of approximately £16,000 is still to be paid, which is expected to be paid in 2016/17;
- The Source undertook a 10 year lease of White Rock Baths in January 2016. The new BMX/Skateboard facility opened in February 2016 and has proved very popular to date, resulting in significant footfall in the White Rock Area.

FLAG related activity

- EFF FLAG 1 activity was completed in December 2015, with the final claims submitted by the 22nd January 2016
- Supported activity funded by EFF FLAG, on Foreshore Trust Land during 2015/16 was as follows:
 - Mid-summer Fish Fest 2015 on the Stade Open Space;
 - Herring Fair – October 2015, on the Stade Open Space;
 - Programmed fish cookery classes – May to November 2015 in the Seafood Kitchen (Classroom on the Coast);
 - Rebuilding of Winch Hut by Groundwork for shelter of the Tele-Hoist
 - Resurfacing of the Winch Road;
 - Digitalisation of the Fisherman's Museums archive – including the development of 'Our Fishing Heritage' video.
- A submission for a FLAG 2 programme, which, if successful will provide funding for activities on Foreshore Trust land, was submitted on 3rd March 2016. A decision is anticipated in the latter part of 2016.

Classroom on the Coast

A five-month trial period was undertaken to assess the viability of a fully programmed timetable of fishing courses from November 2015 until 31st March 2016.

Hastings Borough Council officer supported the back office elements, including marketing, online payments, co-ordinating Health and Safety requirements, and the chef who was previously funded under the FLAG project was contracted to manage a programme of cookery classes.

The outcome of the trial period demonstrated that such a model was unsustainable without continued high levels of subsidy. The intelligence gleaned from this trial, such as the popularity of certain classes and the interest from accommodation providers in developing a package model, will form the basis for exploration of other potential options in the future.

Coastal Communities Fund 3 funded activity

- CCF 3 Sea Escapes funding was awarded in March 2015 for a programme of seafront related improvements that will be completed by December 2016.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

- During 2015/16 the following activity was undertaken:
 - £75,000 investment in White Rock Baths refurbishment;
 - Design and installation of visitor information signage;
 - Tendering for installation of free Wi-Fi points on parts of the seafront;
 - Social media training for local businesses in Stade Hall;

In addition, whilst the Council undertook the role as Trustee from January 2011, it has been operating and managing the Foreshore and its assets without interruption over many years. The operations include:

- keeping the Charity's land safe and clean;
- operating the Charity's car parks;
- managing its tenanted premises;
- arranging and facilitating events on the Foreshore;
- undertaking routine maintenance and repair.

Stade Development

The Stade area is partly in Council ownership and partly in Trust ownership. The development is the combination of the Jerwood Gallery and the Stade Open Space community facilities, the Stade Hall and public toilets with exceptional disabled accommodation and Stade café. The Jerwood Gallery, on Council owned land, is privately funded but the other facilities result from the Council's application for funding from the Commission for Architecture and the Built Environment (CABE), South East England Development Agency (SEEDA), East Sussex County Council, with significant funding also being provided by Hastings Borough Council. Management of the Stade Open Space (approximately 69% in Trust ownership) and the Stade Hall (wholly Trust owned) is being undertaken by the Council on behalf of the Foreshore Trust.

Leases and agreements

The following leases were completed during the period:

- Former ladies toilets at Verulam Place to Hastings Pier Charity.
- Former White Rock Baths to the Source (Hastings) Ltd.

In addition terms have been agreed on the following:

- Renewal of lease Stade Amusement area.
- New lease of kiosk to be built at White Rock.
- Renewal of lease Substation at Hastings & St Leonards Angling Association.

Agreements have been completed with the tenant of the Adventure Golf, Arnold Palmer Putting Courses Ltd, for them to carry out improvements. There will be 3 new catering kiosks, additional seating, umbrella canopies and new signage on their leased area. They will also undertake works to the adjoining public realm areas including new benches, planters, shelters and paving. The public realm works will be done at the tenant's expense and they have agreed to maintain and manage the area for the length of their lease.

The new tenant of the Go Kart track has carried out improvements to their leased area including new signage, decorations and converting a building into a refreshment kiosk.

Public Benefit

The objects of the Charity clearly state that the Foreshore is to be held for the benefit of Her Majesty's subjects and the public generally forever. Where the land is beach and beach alone, the objects are achieved by ensuring that the public have free and safe access to the Foreshore. However, maintaining land in proper condition has a cost and the Charity requires an income to meet its expenditure. The Hastings Borough Council Act 1988 varied the original Trusts' to permit certain uses on defined areas of the Trust's land. For example, paid parking was permissible at Rock-a-Nore Car Park and at Pelham Car Park and leisure facilities were permitted in the Stade area. These variations to the Trust powers enabled the generation of income to meet the costs of maintaining the Foreshore. The uses permitted under the Act, however, are seen as complementary to the Trust objects and the Trustee will exercise its powers under the Act to satisfy the requirement for the benefit of the public.

So far as is possible and subject to the uses permitted under the Act, the aim of the Trustees is that the Foreshore should be accessible by all members of the public who wish to visit it. At the same time, part of the Foreshore is a working beach and so health and safety considerations apply.

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Report

The 2011 Scheme included a new object to distribute surpluses as grants for charitable purposes within the Borough of Hastings. There have been five rounds of small grants the first of which took place in 2011/12. Grants for events on Foreshore Land commenced in 2013/14 and were repeated in 2014/15 and 2015/16.

The Trustee has indicated a willingness to undertake further capital works to assets if financially sustainable, which conform to the Trust's objects.

There will be different views on how the public benefit is best achieved and the Charity Committee will continue to consult with the Coastal Users' Group on proposals for the future of the Foreshore and specifications and standards of maintenance and with the Grant Advisory Panel on the grant criteria and grants processes.

Financial Review

The annual accounts are attached to this report. The presentation of the accounts has been enhanced to include more detail of the reserves, by way of a note, and, once again, have received an unqualified audit opinion by external auditors.

The Trust's main sources of income remain that of car parking fees and charges and rental income from property. The expenditure that the Trust incurs is as a result of providing the car parks e.g. operating costs, and the costs of maintaining and developing the foreshore.

Investments – The Trust retains significant cash balances. At 31 March 2016 these were invested as follows:-

	2015/16	2014/15
	£	£
CCLA Investment Management	1,388,578	1,845,214
Co-op Bank (the Trust's Bank Account)	678	707

The following table compares the major elements of the budget to the actual income and expenditure:-

Statement of Financial Activities

	Budget Estimate £000's	Revised Budget £000's	Actual Outturn £000's
Incoming Resources			
Investment Income	8	8	8
Income from Charitable Activities	1,128	1,145	1,224
Total Incoming Resources	<u>1,136</u>	<u>1,153</u>	<u>1,232</u>
Resources Expended			
Loan repayments	-	-	4
Charitable Activities	735	732	749
Maintenance and Cyclical Repairs	50	50	47
Governance Costs HBC	59	59	59
Governance Costs (Other)	44	44	52
Total Resources Expended	<u>888</u>	<u>885</u>	<u>911</u>
Surplus Before Grants and Reserve Funded Items	248	268	321
Grants	70	70	70
Projects and Other:			
Income			(155)
Expenditure			<u>512</u>
Net	477	487	357
(Deficit)	(299)	(289)	(106)

Hastings and St Leonards Foreshore Charitable Trust Trustee's Report

The surplus before grants and reserve funded items and capital charges was £321,362. In brief, both income and expenditure levels have increased this year, with income increasing more than expenditure mainly due to an increase in car parking income resulting in the outturn (before Grants and projects) being £73,262 over the original income budget.

The overall outturn position was a surplus of £208,202 after capitalisation of £817,339, and after the de-recognition of an asset that was previously capitalised for £22,205 and capital charges of £57,731 (2014/15 surplus of £185,889). The surplus has been added to reserves.

Spend and commitments on projects and other expenditure includes net costs, some of which have been capitalised:

	2015/16	2014/15
	£	£
White Rock Baths	200,000	5,600
Fisheries Local Action Group (FLAG)	146,150	41,120
Pelham and Rock – a – Nore car parks	-	62,970
Maintenance and cyclical repairs	47,490	36,275

Loans to finance the White Rock Baths

During the year the year Hastings Borough Council made two loans to the Foreshore Trust to enable them to be financed for the Trust by rental income of the White Rock Baths to the Foreshore Trust. The money from these loans has been used to provide a capital contribution to towards the White Rock Baths.

The details of which are included in note 11 of the financial Statements

Future Expenditure Plans 2016/17 and beyond

In line with the approved Business plan, expenditure on major Projects and Other Expenditure will continue in 2016/17 and will result in an overall deficit for the year, budgeted at £57,000 – this being funded from Reserves.

Future business plan projects commencing in 2016/17 include the development of ideas for a Coastal Planting Scheme for the Stade Open Space, new seafront information signs that incorporate the new byelaws, the formation of a Marina Litter working group, access audits and potential improvements with local disability groups, potential for new chalets for rental, and a feasibility and costing for the potential for a Water Play feature on the seafront. The 16/17 budget identifies spend on projects and other expenditure amounting to some £286,000. £67,000 of this spend is on cyclical repairs and maintenance and £219,000 is programmed spend, financed from Reserves. The main areas of spend are as follows:-

- £54,000 – White Rock promenade Kiosk
- £40,000 – New signage to RNLI standard
- £25,000 – Beachfront Children’s play area
- £5,000 – Stade Open Space Landscaping
- £20,000 - Marine Litter Project
- £50,000 - Landscaping Water feature

Hastings and St Leonards Foreshore Charitable Trust Trustee's Report

The current business plan, including amounts carried forward from 2015/16 includes the following for Projects and Other Expenditure for the years 2016/17 to 2018/19 is shown below:-

Business Plan	2015/16 Actual £000's	2016/17 Estimate* £000's	2017/18 Estimate £000's	2018/19 Estimate £000's	2016/19 Total £000's
Projects and other expenditure					
<i>Cyclical Repairs and Redecorations</i>					
Pier Area	0	3	3	3	9
White Rock Baths	22	27	10	10	47
Stade Barriers	1	2	2	2	6
Cycle Route	0	5	0	0	5
Public Conveniences	4	6	6	6	18
Car Parks & Other	10	12	12	12	36
<i>Total of Cyclical repairs</i>	37	55	33	33	121
<i>Maintenance Projects</i>					
Beach	10	12	12	12	36
<i>Total Maintenance Projects</i>	10	12	12	12	36
Business Plan (cont)					
	2015/16 Actual £000's	2016/17 Estimate* £000's	2017/18 Estimate £000's	2018/19 Estimate £000's	2016/19 Total £000's
<i>Main Programme</i>					
White Rock Baths	200				0
White Rock promenade Kiosk	11	42			42
New Signage		40			40
Big Beach Project	146	13			13
Beachfront		25			25
Stade Open Space Landscaping		5			5
Marine Litter Project		20			20
Resurfacing Robertson street to Pier		103			103
Landscaping Water Feature		50			50
Contingency		25	25	25	75

Hastings and St Leonards Foreshore Charitable Trust
Trustee's Report

<i>Total Main Programme</i>	357	323	25	25	373
Total Projects and Other Expenditure	404	390	70	70	530

* The 2016/17 estimate has been adjusted for items that were originally planned for 2015/16 but are now in the 2016/17 Business Plan.

Cost of Professional advice

Professional advisor fees (including Protector's fees) - £27,930 (2014/15 £16,516)

Auditors/Accountants - £ 3,500 (2014/15 £3,500)

Trustee Expenses and emoluments

There were no Trustee expenses charged to the Trust in 2015/16.

£5,940 was paid in 2015/16 (2014/15 £6,100) as a special responsibility allowance to the chair of the charity committee and this is shown as Governance costs in the accounts.

Reserves Policy

The policy is reviewed on a regular basis to take account of changes in the future plans of the Trust and perceived risks the last review being 27 June 2016. Reserves are maintained for a variety of reasons and the main points of the Policy are reproduced below.

a) £100,000 is to be retained for an unforeseen emergency or other unexpected need. This amount is arrived at after considering risks and how much might be needed for such contingencies; this involves judgment of events that may occur and their likelihood.

b) Expenditure budget - a small contingency fund to meet unforeseen operational costs. The expenditure budget is some £950,000. It is suggested that a 10% contingency (say £90,000) be retained for unexpected and unforeseen operational expenditure.

c) Uncertainty over future income. Most well run organisations retain reserves equivalent to a number of weeks or months of equivalent income to allow time to develop new sources of income or to cut-back on related expenditure. Potential significant loss of income could result from a downturn in economic activity or an increase in fuel costs resulting in fewer tourists, a major disaster in the area, bad weather, pollution incident, or loss of reputation e.g. bathing water deterioration, etc. It is recommended that the equivalent of 6 months income be retained to cater for this risk which would amount to around £500,000.

d) Planned spending commitments which cannot be met from future income would imply a need for a specific sum to be set aside, often this amount will be included within designations in the accounts. Given the predicted surplus for each year there is scope to include some of the recurring planned expenditure within the annual budget. There are higher cost initiatives e.g. resurfacing of car parks, roadways etc., that will necessitate identification and retention of significant sums within the accounts

e) Cash Flow – organisations require a working balance to cover 'troughs' in the cash budget. Based on the financial year the cash flow is expected to be positive throughout the year i.e. income generated should exceed expenditure. Where significant one off expenditure is incurred e.g. resurfacing, use of reserves would be used to cover any shortfalls. As such no sum is set aside for this specific purpose – especially given the sums detailed above (a to d).

f) In summary the Reserves to be retained amount to :-

Ref.	Risk Area/ Designated Funds	Amount (£)
a)	Unforeseen emergency/event	100,000
b)	Unforeseen operational costs/contingency	90,000
c)	Uncertainty on Income streams	500,000
	Total	690,000

Plus Planned Spending Commitments e.g. repairs and other initiatives identified within the business plan.

Hastings and St Leonards Foreshore Charitable Trust Trustee's Report

The total funds of the Trust, of which the above form a part, amount to £2,240,192 (2015/16 £2,031,990). The financing of the main programme is dependent upon achieving annual surpluses on the trusts main activities, given the level of Reserves being retained.

Plans for the Future

The Charity Committee looks to review its Business Plan on a regular basis to take account of known variations in resources and new opportunities and commitments. Subject to the Scheme's predetermination that meeting the cost of the administration and the repair and maintenance of its existing assets is the first priority, this will involve consideration of proposals for enhancing income generation and/or reducing operating expenditure as well as providing better facilities and attractions for the public benefit.

Accountants, Auditors and Bankers

The Trust has been grateful for the excellent work of Manningtons (Auditors) in meeting the early closedown of the Accounts – due to the need to report within 6 months of the end of the financial year. The Trust's monies are managed by the Council, the same bankers are used (Co-operative Bank), albeit that separate bank accounts are retained. The Council's comprehensive Treasury Management and Investment Policy requirements equally apply when dealing with Trust monies.

Concluding Remarks

The transfer of the trusteeship to the Council in January 2011 concluded a long and difficult process. The Council has previously thanked the former trustees who were involved in the trust immediately before it transferred to the Council. The Trust and Council also owes a debt of gratitude to Councillor John Hodges who sadly died during the year, he served on the Charity Committee from June 2012 until February 2016 and has been instrumental in ensuring the trust operates effectively and in the public interest.

The Trust continues to concentrate efforts on ensuring a secure and viable future for the Trust, especially in terms of maintaining and improving its assets, managing its available resources for the long term benefit of the community, and also in the distribution of grants to the benefit of the Community - as resources permit.

Approved by the Trustee on 26 September 2016

.....
Councillor Colin Fitzgerald
Chair of Charity Committee

Hastings and St Leonards Foreshore Charitable Trust Protector's Report

This is my sixth Annual Report as Protector of The Hastings and St Leonards Foreshore Charitable Trust ("Foreshore Trust" for short). It covers my activities from September 2015 to the date of this report.

The rules of the Foreshore Trust call for the appointment of a Protector to safeguard the proper management of this charitable trust and, in particular, the resolution of any conflicts of interest that may arise from time to time between Hastings Borough Council ("HBC") acting as Trustee of this charity and HBC acting in its capacity as local authority. To this end, the rules provide that the general duty of the Protector is "to ensure the integrity of the administration of the charity", in other words to act as a watchdog over the activities of HBC's Charity Committee in managing the affairs of the Foreshore Trust.

- 1 I have attended all meetings of the Charity Committee.

Under the constitution of the Foreshore Trust the Trustee must consult two advisory bodies: (1) a nominated consultative and advisory group (currently the Coastal Users' Group) in relation to major foreshore management issues, and (2) the Grant Advisory Panel ("GAP") which deals with the detailed process of recommending grants to be made by the Trustee under powers given in the Scheme. A further advisory committee was formed in 2012, dealing with the management of the Stade Hall. The Protector is entitled to attend the meetings of these groups, though in practice I do not routinely do so. I do however receive notices and minutes of their meetings.

- 2
- 3 The most significant event of the year was the granting of a 10-year lease of the White Rock Baths site to a company called The Source, which has converted it for use as a BMX bike/skateboard centre. This opened in February 2016. This was very welcome news, as the White Rock Baths site, which stands on Foreshore Trust land, had been in disuse for many years. The Foreshore Trust has contributed £150,000 by way of permanent grant towards the venture.

- 4 The financing of the remainder of the venture is complex: part of it involves the raising of two loans (of £300,000 and £127,000 respectively) from the Trustee (Hastings Borough Council), both repayable in fixed half yearly instalments over a ten year period. It is anticipated that the repayments on the £300,000 loan will be covered by rent payable by The Source. In the event of any default on rent revenue, there is a 50:50 loss-sharing arrangement in place with the Council. In my opinion this achieves a reasonable sharing of risk so far as the Foreshore Trust is concerned. The £127,000 loan is expected to be repaid early by the transfer at full market value of a small amount of land to the Council.

- 5 In order to enable these transactions to be undertaken, the Foreshore Trust formally adopted (on 28th September 2015) the necessary rule change to permit it to raise money by making borrowings. This action received the formal approval of the Charity Commission which was notified to the Trustee on 26th October 2015.

- 6 During the year I have been satisfied that the Trustee (Hastings Borough Council), acting through its Charity Committee, has satisfactorily ensured the integrity of the administration of the affairs of the Foreshore Trust, as required by the current Scheme of constitution.

Christopher May FCA

Protector

16th September 2016

Hastings and St Leonards Foreshore Charitable Trust

Trustee's Responsibilities in relation to the Financial Statements

The trustee is responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustee (see page 1) is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. It is responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection fraud and other irregularities.

Independent Auditors' Report to the Trustee of Hastings and St Leonards Foreshore Charitable Trust

We have audited the financial statements of Hastings and St Leonards Foreshore Charitable Trust for the year ended 31 March 2016, set out on pages 16 to 24. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's trustee, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our work has been undertaken so that we might state to the trustee those matters we are required to state to trustee in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustee's Responsibilities Statement set out on page 13, the trustees are responsible for the preparation of the financial statements which give a true and fair view.

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustee's Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2016 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Independent Auditors' Report to the Trustee of
Hastings and St Leonards Foreshore Charitable Trust**

..... *continued*

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

.....

Manningtons
Statutory Auditor
27 September 2016

7 Wellington Square
Hastings
East Sussex
TN34 1PD

Manningtons is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Hastings and St Leonards Foreshore Charitable Trust
Statement of Financial Activities for the Year Ended 31 March 2016

	Note	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	155,227	155,227	196,310
Investment income	3	7,620	7,620	8,014
Incoming resources from charitable activities	4	1,243,150	1,243,150	1,176,210
Total incoming resources		<u>1,405,997</u>	<u>1,405,997</u>	<u>1,380,534</u>
Resources expended				
Charitable activities	5	1,100,799	1,100,799	1,106,233
Governance costs	6	96,996	96,996	88,412
Total resources expended		<u>1,197,795</u>	<u>1,197,795</u>	<u>1,194,645</u>
Net incoming resources before transfers		208,202	208,202	185,889
Transfers				
Gross transfers between funds		-	-	-
Net movements in funds		208,202	208,202	185,889
Reconciliation of funds				
Total funds brought forward		2,031,990	2,031,990	1,846,101
Total funds carried forward		<u><u>2,240,192</u></u>	<u><u>2,240,192</u></u>	<u><u>2,031,990</u></u>

The notes on pages 18 to 24 form an integral part of these financial statements.

Hastings and St Leonards Foreshore Charitable Trust
Balance Sheet as at 31 March 2016

		2016		2015	
	Note	£	£	£	£
Fixed assets					
Tangible assets	9		1,391,221		653,818
Current assets					
Bank balances		1,389,256		1,845,921	
Creditors: Amounts falling due within one year	10	<u>(152,793)</u>		<u>(467,749)</u>	
Net current assets			<u>1,236,463</u>		<u>1,378,172</u>
Total assets less current liabilities			2,627,684		2,031,990
Creditors: Amounts falling due after more than one year	11		<u>(387,492)</u>		<u>-</u>
Net assets			<u><u>2,240,192</u></u>		<u><u>2,031,990</u></u>
The funds of the charity:					
Unrestricted funds					
Unrestricted income funds			<u>2,240,192</u>		<u>2,031,990</u>
Total charity funds			<u><u>2,240,192</u></u>		<u><u>2,031,990</u></u>

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These accounts were approved by the Trustee on 26 September 2016

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Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Charities Act 2011.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 13.

Incoming resources

Grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

Fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost.

The land comprising the foreshore of Hastings and St Leonards was sold to the Trust by the Crown in September 1893 for £400 and subsequent purchases between 1925 and 1934 for a further £630. No valuation of this land has ever been carried out and it is recorded at cost. Land valued at £95,000 was acquired in 2010 as part of a land swap with Hastings Borough Council. Additional expenditure of £119,490 in 2013 represents the cost of creating additional car parking spaces within the Pelham Place car park. This is being depreciated over 15 years, being the estimated time before re-surfacing becomes necessary. The trustee is of the opinion that the open market value is materially in excess of the carrying value of the land.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Land	not depreciated
Pelham Place car park additional spaces	over 15 years straight line
White Rock Baths	over 50 years straight line
Winch Road Upgrade	over 15 years straight line
Plant and equipment	over 5 and 15 years straight line

Research and development expenditure

Research and development expenditure is written off as incurred.

Staff and pension schemes

The charity has no employees but is charged the relevant portion of those undertaking work in pursuance of the charity's objectives. These are employed by Hastings Borough Council and have the choice of being in the relevant defined benefit local government pension scheme.

2 Voluntary income

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Grants			
European Fisheries Fund	155,227	155,227	196,310

3 Investment income

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Interest on cash deposits	7,620	7,620	8,014

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

4 Incoming resources from charitable activities

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Car parking			
Car parking	1,031,640	1,031,640	977,450
Other income	-	-	410
	<u>1,031,640</u>	<u>1,031,640</u>	<u>977,860</u>
Foreshore management			
Rents	192,560	192,560	172,250
Other income	17,810	17,810	24,950
	<u>210,370</u>	<u>210,370</u>	<u>197,200</u>
Street cleansing			
Other income	1,140	1,140	1,150
	<u>1,140</u>	<u>1,140</u>	<u>1,150</u>
	<u>1,243,150</u>	<u>1,243,150</u>	<u>1,176,210</u>

5 Details of charitable activities

	Activities undertaken directly £	Grant funding of activities £	2016 £	2015 £
Car parking	248,553	-	248,553	303,507
Foreshore management	510,151	-	510,151	489,207
Street cleansing	79,460	-	79,460	82,270
Public conveniences	142,335	-	142,335	144,720
White Rock Baths	-	-	-	9,719
Small end event grants	-	69,700	69,700	76,810
Grants paid on FLAG projects	-	50,600	50,600	-
	<u>980,499</u>	<u>120,300</u>	<u>1,100,799</u>	<u>1,106,233</u>

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

6 Governance costs

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Employment costs	5,940	5,940	6,100
Sundry and other costs	876	876	2,636
HBC management charges	58,750	58,750	59,660
Auditors' remuneration	3,500	3,500	3,500
Legal and professional costs	27,930	27,930	16,516
	<u>96,996</u>	<u>96,996</u>	<u>88,412</u>

7 Trustee's remuneration and expenses

Payments to the Trustee related entirely to recharges of costs incurred by HBC on behalf of the charity. These included a payment by HBC to the Chair of the Charity Committee of HBC by way of a responsibility allowance from the Council of £5,940 (2015 - £6,100), included in Governance costs.

8 Net incoming resources

Net incoming resources is stated after charging:

	2016 £	2015 £
Auditors' remuneration - audit services	3,500	3,500
Loss/(profit) on disposal of tangible fixed assets	22,205	-
Depreciation of tangible fixed assets	<u>57,731</u>	<u>44,642</u>

The loss on disposal represents an asset that was previously capitalised that is now considered not to belong to the Trust.

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

9 Tangible fixed assets

	Freehold interest in land and buildings £	Plant and equipment £	Total £
Cost			
As at 1 April 2015	215,520	531,212	746,732
Additions	813,720	3,619	817,339
Disposals	-	(22,710)	(22,710)
As at 31 March 2016	<u>1,029,240</u>	<u>512,121</u>	<u>1,541,361</u>
Depreciation			
As at 1 April 2015	15,932	76,982	92,914
Eliminated on disposals	-	(505)	(505)
Charge for the year	13,161	44,570	57,731
As at 31 March 2016	<u>29,093</u>	<u>121,047</u>	<u>150,140</u>
Net book value			
As at 31 March 2016	<u>1,000,147</u>	<u>391,074</u>	<u>1,391,221</u>
As at 31 March 2015	<u>199,588</u>	<u>454,230</u>	<u>653,818</u>

Included within additions to the Freehold interest in land and buildings is £627,000 which relates to the cost contribution paid by the Foreshore Trust towards the White Rock Baths, an asset wholly owned by the Trust towards the conversion of White Rock Baths as a BMX centre and café. The total conversion costs during the year were £1,133,642. The additional costs for the year were funded from contributions including East Sussex County Council £320,000 and £75,000 of the Coastal Communities Capital Grant awarded to Hastings Borough Council towards the conversion of the White Rock Baths.

10 Creditors: Amounts falling due within one year

	2016 £	2015 £
Other amounts owed to Hastings Borough Council	109,177	464,249
Loans from Hastings Borough Council	39,508	-
Accruals and deferred income	4,108	3,500
	<u>152,793</u>	<u>467,749</u>

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

11 Creditors: Amounts falling due after more than one year

	2016	2015
	£	£
Loans from Hastings Borough Council	387,492	-

The Foreshore Trust has taken two loans from Hastings Borough Council to allow it to fund the conversion of White Rock Baths as a BMX centre and café.

The property belongs to the Foreshore Trust and two loans have been granted by Hastings Borough Council one for £300,000 and the other for £127,000. Both loans are for a ten year period. The Building has been leased to The Source for a period of ten years and the rental income generated will contribute to the repayment of the loan principal and interest.

The loans are repayable in biannual payments. The £300,000 annuity loan being at 1.66%, and the first payment being due on the 21st September 2016. The £127,000 annuity loan has similar terms with an interest rate of 1.82% with the first payment due on the 1st of September 2016.

For the former, to limit the potential impact on the Trust, the Council would share the risk on a 50:50 basis. For clarity, the annual borrowing cost is £32,643 if the venture failed the amount payable per annum by the Trust would be reduced by 50%. If a new tenant was found at that time but the rental stream achieved was lower, then the shortfall would be shared.

For the latter, it was agreed however that the Council and the Trust would seek to do a land swap and in return the Council would write off the loan in full irrespective of the valuation. The land swap would be for a small parcel of land (to be independently valued) owned by the Trust at West Marina (on the Eastern seaward corner of the old bathing pool site). Interest would be payable to the Council up to and including the date of the transfer, but the principal paid by the trust on the loan would be reimbursed by the Council.

Permission for any land swaps requires the permission of the Charity Commission and it may be that the Council will still need to identify alternative land near to Foreshore to satisfy the Commission with a cash settlement for any difference in valuations.

12 Related parties

Controlling entity

The charity is controlled by the trustee.

Hastings and St Leonards Foreshore Charitable Trust
Notes to the Financial Statements for the Year Ended 31 March 2016

..... continued

13 Analysis of funds

	At 1 April 2015	Incoming resources	Resources expended	Transfers	At 31 March 2016
	£	£	£	£	£
Designated Funds					
Contingency reserve	690,000	-	-	-	690,000
Main programme reserve	688,172	-	-	(529,201)	158,971
Fixed asset fund	653,818	-	-	737,403	1,391,221
	<u>2,031,990</u>	-	-	<u>208,202</u>	<u>2,240,192</u>
General Funds					
Unappropriated reserve	-	1,405,997	(1,197,795)	(208,202)	-
	<u>2,031,990</u>	<u>1,405,997</u>	<u>(1,197,795)</u>	<u>-</u>	<u>2,240,192</u>

Purposes of funds:

The Main programme reserve is held to fund the Trust's business plan initiatives and significant items of repair and maintenance that cannot be financed in a single year.

The Fixed asset fund is created to recognise that an equivalent amount of reserves has already been used, and is not available for further use.

The Unappropriated reserve represents all monies for which a specific purpose remains to be determined.

Hastings and St Leonards Foreshore Charitable Trust
Statement of financial activities by fund Year Ended 31 March 2016

	Contingency reserve 2016	Contingency reserve 2015
	£	£
Net movements in funds	-	-
Reconciliation of funds		
Total funds brought forward	<u>690,000</u>	<u>690,000</u>
Total funds carried forward	<u><u>690,000</u></u>	<u><u>690,000</u></u>
	Main programme reserve 2016	Main programme reserve 2015
	£	£
Net incoming resources before transfers	-	-
Transfers		
Gross transfers between funds	<u>(529,201)</u>	<u>61,157</u>
Net movements in funds	(529,201)	61,157
Reconciliation of funds		
Total funds brought forward	<u>688,172</u>	<u>627,015</u>
Total funds carried forward	<u><u>158,971</u></u>	<u><u>688,172</u></u>
	Fixed asset fund 2016	Fixed asset fund 2015
	£	£
Net incoming resources before transfers	-	-
Transfers		
Gross transfers between funds	<u>737,403</u>	<u>124,732</u>
Net movements in funds	737,403	124,732
Reconciliation of funds		
Total funds brought forward	<u>653,818</u>	<u>529,086</u>
Total funds carried forward	<u><u>1,391,221</u></u>	<u><u>653,818</u></u>

This page does not form part of the statutory financial statements.

Hastings and St Leonards Foreshore Charitable Trust
Statement of financial activities by fund Year Ended 31 March 2016

..... continued

	Unappropri ated reserve 2016	Unappropri ated reserve 2015
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	155,227	196,310
Investment income	7,620	8,014
Incoming resources from charitable activities	1,243,150	1,176,210
Total incoming resources	<u>1,405,997</u>	<u>1,380,534</u>
Resources expended		
Charitable activities	1,100,799	1,106,233
Governance costs	96,996	88,412
Total resources expended	<u>1,197,795</u>	<u>1,194,645</u>
Net incoming resources before transfers	208,202	185,889
Transfers		
Gross transfers between funds	<u>(208,202)</u>	<u>(185,889)</u>
Net movements in funds	-	-
Reconciliation of funds		
Total funds brought forward	<u>-</u>	<u>-</u>
Total funds carried forward	<u><u>-</u></u>	<u><u>-</u></u>

This page does not form part of the statutory financial statements.

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Agenda Item 8



Report to: Charity Committee

Date of Meeting: 26 September 2016

Report Title: Finance Report

Report By: Peter Grace
Assistant Director - Financial Services & Revenues

Purpose of Report

To advise members of the Committee on the current year's financial position.

Recommendation(s)

1. To agree the current financial position for 2016/17.

Reasons for Recommendations

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

A surplus slightly above budget expectations is anticipated for 2016/17 in respect of ongoing operations.

Introduction

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable.
2. Appendix 1 attached provides a summarised financial position for 2016/17.

Financial Position 2016/17

3. The budget agreed in March 2016 identified budgeted income at £1,188,000 and expenditure at £956,000. The estimated surplus for the year being £232,000, after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
4. Income is currently anticipated to be £40,000 above budget due to parking income being higher than anticipated. Expenditure projections are currently in line with the budget.

Business Plan 2016/17

5. The Charity Committee on 21 March 2016, approved the rescheduling commencement of certain schemes (i) White Rock Promenade Kiosk (ii) Winch Road Improvements and (iii) Children's Play Area Improvements. The Winch Road upgrade slipped to May 2016 and the Business plan amended to reflect this slippage.
6. This level of programmed spend continues to reduce the cash balances held by the Trust for this financial year. Whilst it is the case that the level of reserves will decrease, the Trust will still retain reserves above the minimum level identified within the Reserves Policy – subject to no unexpected calls on the reserves and no reduction in the expected levels of car parking and fee income.
7. The current programme of works is identified in Appendix 2. The Committee has approved expenditure on all these schemes (subject to further reports in respect of asterisked items).

Reserves

8. The total effective cash balances of the Trust at the 31 March 2016 amounted to £1.24m after providing for the outstanding settlement to Hastings Borough Council for the outstanding amount owed for 2015/16 and the short term portion of the loans from Hastings Borough Council.
9. With the current business plan, the revised cash balances for future years are estimated as follows :-

£1.11m as at 31st March 2017,

£1.23m as at 31st March 2018,

£1.39 as at 31st March 2019.

10. The reserves policy identifies £690,000 as the suitable level of Reserves to maintain – given the potential risks faced by the Trust.

Wards Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Appendix 1 - Financial Monitoring Report
Appendix 2 - Business Plan - Financial Summary

Officer to Contact

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Hastings and St Leonards Foreshore Charitable Trust

Appendix 1

Actual expenditure to 31st August 2016

SUMMARY - MONITORING REPORT

	Revised 2015-16	Outturn 2015-16	Budget 2016-17	YTD Actual 2016-17	Estimate to end of year	Estimated Outturn 2016-17	Variance to Budget
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Incoming Resources							
Investment Income	(8)	(8)	(6)	(3)	(3)	(6)	0
Incoming resources from Charitable activities	(979)	(1,057)	(980)	(604)	(416)	(1,020)	(40)
Rental income	(166)	(167)	(202)	(107)	(95)	(202)	(0)
Total incoming resources	(1,153)	(1,232)	(1,188)	(714)	(514)	(1,228)	(40)
Resources Expended							
Loan repayments	0	4	47	0	47	47	0
Charitable Activities* (excluding Capital charges)	739	749	739	225	514	739	(0)
Maintenance projects and cyclical repairs	67	48	67	8	59	67	0
Governance costs	103	110	103	11	92	103	0
Total resources expended	909	911	956	244	712	956	0
Total Operating (Surplus)/Deficit	(244)	(321)	(232)	(470)	198	(272)	(40)
Grants	50	53	50	(3)	53	50	0
Events	20	17	20	15	5	20	0
Projects	219	357	219	14	310	323	105
(Surplus)/Deficit	45	106	57	(444)	566	122	65
Interest Income non HBC	(8)	(8)		(8)		(6)	
Transfer to/(from) HBC account							
Total Funds (cash) brought forward			1,236			1,236	
Total funds carried forward			1,180			1,114	

*Mainly parking income

** Budget 2015-16- projects original budget £499K

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Foreshore Trust Spending Plan			2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2018-2019	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	ESTIMATE	ACTUAL	ESTIMATE	ACTUAL	ESTIMATE	ESTIMATE	ESTIMATE 2016- 2019
			£	£	£	£	£	£	£
Maintenance projects within HBC budget									
5290B020	Pier Area	Area inspections and repairs	3,000		3,000	616	3,000	3,000	9,000
5290B020	White Rock Baths	External redecoration/ Building mainatance	15,000	22,039	27,000	270	10,000	10,000	47,000
5290B020	Stade Barriers	Annual maintenance	2,000	976	2,000		2,000	2,000	6,000
5290B020	Cycle route	Contribution to maintenance			5,000	881			5,000
5290B020	Public Conveniences	Maintenance	6,000	4,545	6,000		6,000	6,000	18,000
5290B020	Car Parks Rock a Nore	Maintenance	6,000	4,198	6,000	5,545	6,000	6,000	18,000
5290B020	Car Parks - Pelham	Maintenance	6,000	5,625	6,000	374	6,000	6,000	18,000
									0
Total of Cyclical Repairs and Redecorations			38,000	37,383	55,000	7,686	33,000	33,000	121,000
5290B020	Beach - Other	Other repairs and renewals beachfront area	12,000	10,107	12,000	615	12,000	12,000	36,000
Total Maintenance Projects			12,000	10,107	12,000	615	12,000	12,000	36,000
Projects (main programme)									
			2015-2016	2015-2016	2016-2017	2016-2017	2017-2018	2019-2019	Total
			ESTIMATE	ACTUAL	ESTIMATE	ACTUAL	ESTIMATE	ESTIMATE	ESTIMATE 2016 - 2019
			£	£	£		£	£	£
5291B022	White Rock Baths	Concrete repairs - general	50,000	50,000		0			0
5291B022	White Rock Baths	Contribution to allow rental on Baths total project costs £972k being: FST £150K, ESCC £200K plus HBC Contribution	150,000	150,000					0
5291B022	White Rock Promanade Kiosk	Kiosk to be operated by The Source		10,690	42,940	8,400			42,940
5293B022	Beachfront	New signage to RNLI standard	0		40,000				40,000
5289B020	Beachfront	Stade Kitchen** Classroom net grants received	0	(20)		0			0
5287B020	Winch road	Winch road upgrade**	100,000	97,230	3,000				3,000
5286 B020	Fishermen's Fuel tank	Fishermen's Fuel Tank Replacement**	49,000	49,050		0			0
5285B022	Eco Stade	Environmentally Sustainable Tourism**	0	(110)		0			0
5293B022	Beachfront	Children's play area		0	25,000	980			25,000
5293B022	Stade Open Space Landscaping				5,000				5,000
5293B022	Marine litter project*				20,000				20,000
5287B020	Soakaways re Winch project		10,000	0	10,000	4,220			10,000
5298B022	Resurfacing Robertson Street to Pier/White Rock Promenade improvements	Work with potential Coastal Communities Fund match	103,000	0	103,000				103,000
5298B022	Landscaping/Water Feature* (Water Feature only)	Work to enhance Coastal Communities funded landscaping	0		50,000				50,000
5296B022	Contingency		25,000		25,000		25,000	25,000	75,000
Total Programme			487,000	356,840	323,940	13,600	25,000	25,000	373,940

* Further Charity Committee Approval before additional spend
 ** Fisheries Local Action Group (FLAG) projects

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Agenda Item 9



Report to: Charity Committee

Date of Meeting: 26th September 2016

Report Title: Foreshore Trust Small Grants Programme 2016/17

Report By: Monica Adams-Acton
Assistant Director for Regeneration and Culture

Purpose of Report

To present the recommendations of the Grant Advisory Panel (GAP) in respect of applications for Small Grants 2016 – 17.

Recommendation(s)

That the Charity Committee:

1. Accept the Small Grants recommendations of the GAP as set out in Appendix 1
2. Agree to review the Small Grant guidelines to address issues as set out in the report.

Reasons for Recommendations

The Grant Advisory Panel has appraised the merits of the applications received for Small Grant support and has made a number of recommendations for grant awards that can be funded from the 2016 – 17 budgets. These were assessed with detailed discussion on each application at two GAP meetings held during July 2016.

Background

1. The Foreshore Trust Small Grants Programme is a small grants scheme to address the Foreshore Trust's stated charitable priorities and obligations.
2. Around £50,000 is available for the 2016/17 financial year for small grants of up to £5,000 each.

Small Grants Awards 2016 - 17

3. The process used to invite and evaluate grant applications was in accordance with the protocols agreed by the Charity Committee in December 2014.
4. The Panel met during July 2016 to discuss the respective merits of each application. Its recommendations are set out in the report from the GAP Chair (Appendix A).
5. All of the applications for funding are assessed in terms of the organisations' ability to deliver their proposals, how closely they match the priorities of the Charity Committee, value for money and a fair distribution of funds amongst all the priorities and members of the community.
6. In total fifteen projects are recommended for approval with some subject to conditions. All the approved projects are to be delivered starting from October 2016 to September 2017. The amount recommended totals £50,000.
7. The GAP has also suggested a review of the grant guidelines to consider how to address the following issues:
 - Repeat funding request for similar projects from the same organisation
 - Core funding from organisations for staff costs without additionality
 - Applications for funding to raise further funds for the organisation rather than provide a direct service or benefit
 - Substitute funding for cuts to statutory funding to the organisation
8. Officers welcome the review and suggest that the GAP makes recommendations to the Charity Committee as soon as possible, taking into account any further suggestions proposed by the Charity Committee.

Policy Implications

9. The Foreshore Trust's Small Grants Programme is a funding regime that will impact positively on the social and economic wellbeing of residents in the Borough, and will assist organisations in delivering a range of activities for local people.

Wards Affected

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	Yes
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Appendix 1 – Report by the Chair of the Grants Advisory Panel with the Panel's recommendations.

Officer to Contact

Pranesh Datta
pdatta@hastings.gov.uk
01424 451784

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Report to: Charity Committee

Date of Meeting: 26th September 2016

Report Title: Foreshore Trust Small Grants Recommendations 2016-17

Report By: Andrew Colquhoun
Chair, Foreshore Trust Grants Advisory Panel

Purpose of Report

To make recommendations as to which organisations should be funded under the Foreshore Trust Small Grants Programme 2016-17 and the allocations that will be made to each.

Recommendation(s)

1. To consider the Grant Advisory Panel's (GAP) recommendation to award small grants to the organisations shown in Appendix A.

Reasons for Recommendations

To recommend organisations for grant funding which have been selected following an open application process and awarded to those considered by the GAP to best meet the Foreshore Trust's aims and objectives.

Background

1. The Foreshore Trust Small Grants Programme is a small grants scheme to address the Foreshore Trust's stated charitable priorities and obligations. Around £50,000 is available for the 2016-17 financial years for small grants of up to £5,000 each.

2. Hastings Borough Council, as administrator for the Foreshore Small Grants Programme, advertised the programme in April 2016 in Hastings Voluntary Action newsletter, the Hastings Observer and in East Sussex County Council's external funding newsletter. An e-mail was also circulated to all previous Foreshore Trust grant applicants. The deadline for receipt of applications was 9th June 2016.

Assessment of applications

3. A total of 63 enquiries were received for the small grants and by the closing date, 39 applications were actually submitted. The total amount requested was £160,746.

4. The GAP met on 12th and 19th July 2016 to review and assess all the applications submitted. Each of the seven members appraised and assessed a selected number of applications with the Chair of the panel having considered all applications. All applications were jointly reviewed and discussed in detail prior to a decision being made by the panel.

5. All GAP members had previously declared conflicts of interest which precluded them from appraising applications from particular organisations.

6. In assessing the applications, the GAP attempted to ensure the activities and organisations supported were as broad as possible and reflected all the priorities set out by the charity committee.

7. Following a full assessment process, GAP members agreed to the recommendations shown in **Appendix A**.

8. Of the 39 applications considered, GAP recommends to the Charity Committee that 15 of these be approved for funding at various levels, subject to particular conditions and satisfactory revised budget proposals where required.

9. Not all of the approved applicants were awarded the full level of grants as requested. There were various reasons for this, including inappropriate budget items, expensive items of equipment and the need to distribute the funds fairly to meet all the various priorities.

10. All the approved projects are to be delivered starting from October 2016 to September 2017. The amount recommended totals £50,000.

11. At its meeting, the Grant Advisory Panel also discussed revising the guidelines for the small grant application process to address the following issues which have regularly arisen during the assessment process:

- Repeat funding applications for similar projects from the same organisation

- Core funding for staff costs
- Applications for funding to raise further funds for the organisation rather than provide a direct service or benefit
- Substitute funding for cuts to statutory funding

12. The GAP would like to consider these issues further, together with others which may be suggested by the Charity Committee, and suggest revisions to the grant guidelines prior to the next round of Small Grants in 2017.

Policy Implications

13. The Foreshore Trust's Small Grants Programme is a funding regime that will impact positively on the economic and financial environment in the Borough, and will assist organisations in delivering a range of activities for local people.

Wards Affected

All

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	X
Crime and Fear of Crime (Section 17)	
Risk Management	
Environmental Issues	X
Economic/Financial Implications	X
Human Rights Act	
Organisational Consequences	
Local People's Views	
Anti-Poverty	X

Additional Information

Appendix A – Foreshore Trust Small Grants Recommended Applications

Officer to Contact

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 01424 451784

Appendix A – Foreshore Trust Small Grants

Foreshore Small Grants Programme Round 2016-17 – Recommended applications

Applicant	Project Name	Funding recommended
Age UK East Sussex	Healthy Living Club in Central St Leonards The aim of the healthy living hub is to tackle healthy inequalities, within a deprived community in the town.	£3,293
Bangladeshi Association Hastings & Rother	1 Event: Bengali New Year Celebrations The application is to support Bengali New Year promoting Bengali arts and culture within the town by engaging with different communities.	£2,250
Counselling Plus Community	Hardship Fund Our aim is to continue to offer affordable, professional counselling to those (16+yrs) within Hastings and Rother who are on benefits or low-income and who would otherwise be unable to access counselling by having a hardship fund.	£2,500
FSN [Fellowship of St Nicholas]	ROBOTT [Robsack Offering Brilliant Opportunities To Train] ROBOTT will recruit local community members to establish their presence as volunteers within the Robsack Centre, sufficiently training them to become competent to facilitate a range of activities including helping to initiate a community café, and events to encourage social cohesion within the area.	£3,000
Hastings & St Leonards CAP Debt Advice Centre	Hastings & St Leonards Christians Against Poverty (CAP) Debt Advice Centre We provide an award winning & home delivered service supporting families & individuals to work their way out of debt by creating and negotiating workable budget programs for clients and affordable repayment program within a reasonable period of time (max 5 years).	£5,000
Hastings Arts Forum	The Big Draw 2016 at Hastings Arts Forum - Steam Powered The Big Draw 2016 'Steam Powered' brings together Science, Technology, Art, Engineering and Maths. STEAM recalls our Industrial past and the fusion of creative innovation, enterprise and the arts. Our event is for our members, families with children, the wider community and visitors, encouraging them to take a fresh look at their environment and make drawings.	£1,115
Hastings Street Pastors	Hastings Street Pastors We seek to promote peace reduce the fear of crime and anti-social behaviour, help alleviate poverty and contribute to the community cohesion in the Hastings Town Centre night time economy by engaging non judgementally offering care and support for individuals irrespective of race, religion, gender, age or lifestyle.	£2,500
HBBS Ltd T/A Hastings Borough Bonfire Society	Hastings Celebrates 950th The aim is to raise the profile of the 950th anniversary celebration of the Battle of Hastings. HBBS with other voluntary community groups is organising an event in the afternoon to make the celebratory day a day to remember.	£2,500

Hastings Furniture Service	Intensive support for volunteers with complex needs Participants will be engaged and intensively supported to carry out activities with HFS that enhance the quality of local residents' lives while increasing their involvement in the community, and boosting their wellbeing and employability.	£5,000
Hastings & St. Leonards Voluntary Lifeguard Club	Promoting open water activity and water safety To educate young people about the sea, how to be safe and how to help others that maybe in difficulty. This will include educating them about rescue organisations (HM Coastguard, Beach Lifeguards and RNLI) rather than putting themselves in danger.	£905
Seaview	Women Only Shower Project To create a woman only shower and toilet area. Currently the showers are used by both men and women, are situated directly outside the men's toilets, and need to be separated.	£4,900
Sussex Prisoners' Families	Inside Outside, a group for prisoners' families We have run a support group for prisoners' families at St. Leonards since January 2016, providing advice, advocacy and support to families affected by the imprisonment of a loved one, and we are looking to continue the St. Leonards group, and set up another in East Hastings.	£4,600
The Conservation Volunteers (TCV)	The School SHED Project Sacred Heart Primary School are trying to renovate an area of the school grounds to create an outdoor learning area to benefit their students and those of neighbouring school Dudley Infants, who have no outdoor green space.	£4,937
The Sara Lee Trust	Specialist counselling and complementary therapy provision We are applying for funding to help fund our counselling and complementary therapy provision for patients from Hastings & St. Leonards.	£5,000
Trash Cannes	HOWL! To work in collaboration with the Princes Trust delivering our spoken-word project in an informal setting aimed at disadvantaged young people (16-18) through creative activity.	£2,500
Total		£50,000

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Agenda Item 10



Report to: Charity Committee

Date of Meeting: 26 September 2016

Report Title: Land on the Foreshore – East Hastings Sea Angling Association

Report By: Peter Grace
Assistant Director Financial Services & Revenues

Purpose of Report

To seek approval to grant a lease.

Recommendation(s)

- 1. That Charity Committee agrees to renew East Hastings Sea Angling Association's lease; and**
- 2. That Charity Committee delegates to the Estates Manager the authority to agree the final terms of the lease.**

Reasons for Recommendations

The lease is within the Landlord & Tenant Act and there is no reason not to grant a new agreement thereby securing rental income to the Trust.

Background

1. The land shown edged red on the attached plan is leased to East Hastings Sea Angling Association for use as a boat compound and workshop.
2. The existing 15 year agreement expires in January 2017.
3. The land in question falls within the definition of 'specified land' in the Hastings Borough Council Act 1988. The Act provides that 'specified land' can be let on such terms and conditions as the Trust think fit.
4. There is no requirement for public notice.
5. In order to deal with any potential conflict of interest between Hastings Borough Council and the Trust an independent valuation has been obtained from Dyer & Hobbis.

Conclusion

6. There is no reason not to renew the lease. It is proposed that the Council's Estates Manager is delegated the necessary authority to negotiate terms for a new 15 lease on the same terms as the existing agreement save as to the rent and any necessary modernisation. The new rent to be in line with the advice in the independent valuation.

Wards Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

Additional Information

Appendix 1 plan of leased area.

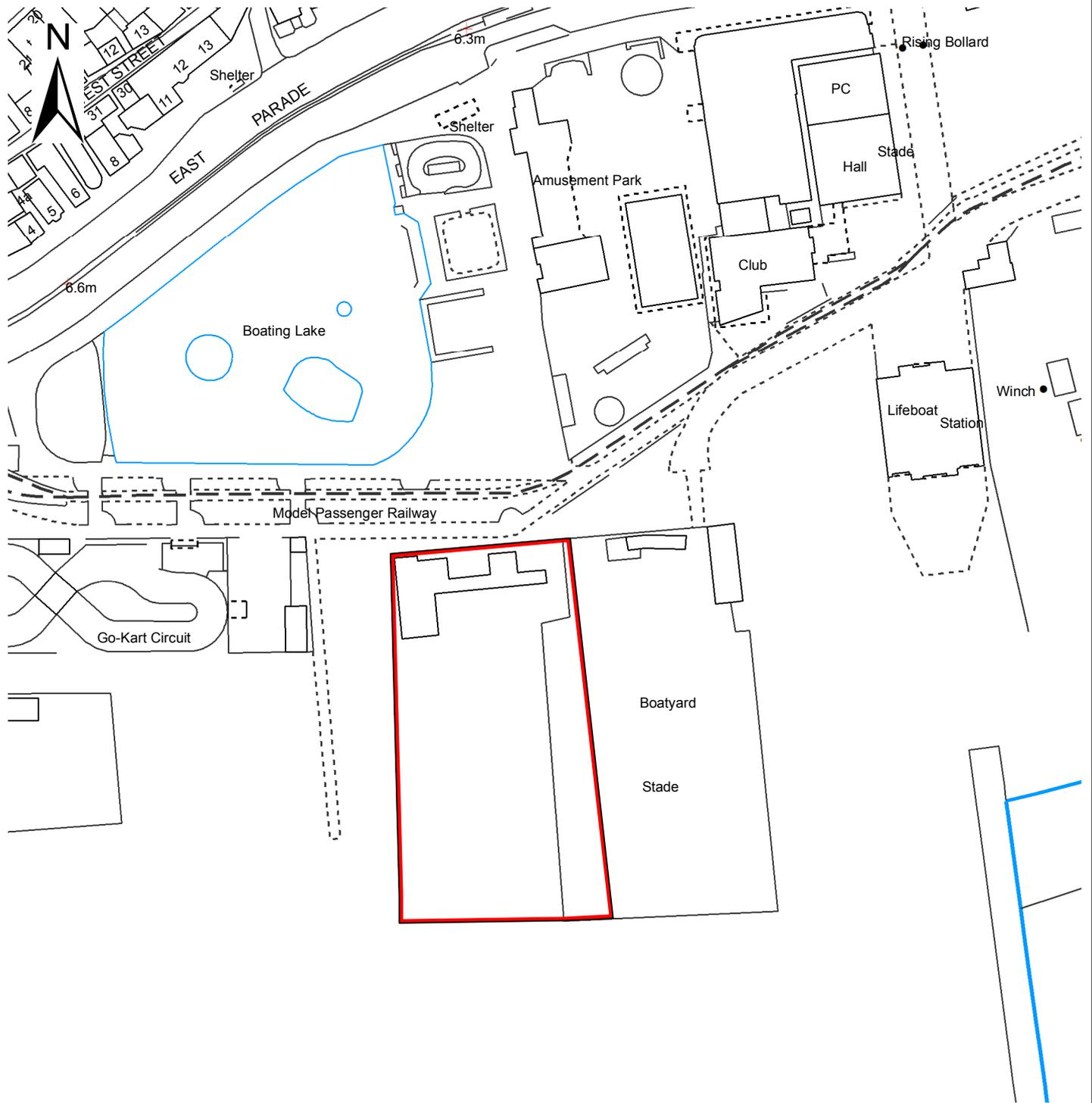
Officer to Contact

Amy Terry

Report Template v28.0



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East Hastings Sea Angling Association
Compound and Workshop



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Agenda Item 11



Report to: Charity Committee Planning Meeting

Date of Meeting: 25 August 2016

Report Title: Postcode Lottery Dream Fund bid proposal

Report By: Monica Adams Acton, Assistant Director, Regeneration & Culture

Purpose of Report

To inform the committee and seek its approval to move forward with the first stage submission of the Dream Fund proposal. In addition, confirm the Foreshore Trust would be the lead organisation for the project, entering into a contractual relationship with the Postcode Lottery Trust in order to deliver this collaborative project, in the event of final bid approval.

Recommendation(s)

- 1. Agree to support the first stage submission of this proposal**
- 2. Agree to act as the lead organisation on behalf of the partnership**

Reasons for Recommendations

The People's Postcode Lottery Dream Fund Trust offers an opportunity for a partnership of charities, voluntary groups, community interest companies, universities or other not-for-profit organisations to deliver ambitious 'dream' projects. Funding from £500k to £1m is available for a 2 year project and no additional investment (match) is necessary.

The proposed bid theme around 'conserving our marine environment' has alignment with the FT priorities and links with other projects, such as FLAG.

The lead organisation needs to have an annual income twice the bid size (min income £1m). No other partner can fulfil this criteria so it is suggested FT is the lead partner, having associated Management and Administration function, but with the other partners delivering the actions.

Background

1. The Postcode Dream Fund Trust (the Trust) is a grant-giving body funded by the People's Postcode Lottery that supports charities who wish to deliver highly innovative, impactful and engaging projects across Britain and further afield. The Trust operates its own society lottery and receives all of its funding from the players of People's Postcode Lottery.
2. The Dream Fund gives organisations the chance to deliver the project they have always dreamed of, but never had the opportunity to bring to life. The Trust is asking charitable organisations across Great Britain to think big, be ambitious and collaborate with other not-for-profit partners to deliver their dream project.
3. Dream Fund 2017 will be open for applications on August 15th with a deadline for stage one of September 15th. Successful projects will be announced in January 2017 for delivery within two years, showing visible results after year one.
4. Registered charities and community organisations can join forces to apply for up to £1,000,000 (min. £500,000) to deliver a new and innovative project that meets one or more of the following funding themes:
 - a. Early child development;
 - b. Helping refugees in our community;
 - c. Conserving our marine environment;
 - d. Reconnecting with the natural world; and,
 - e. Engaging people with arts' culture and heritage.
5. Applications must be innovative, creative and original, and present projects that are a genuine 'dream'.
6. One of these organisations MUST be a registered charity and be the lead organisation for the project who enters into a contractual relationship with the Trust in order to deliver the collaborative project. The main grant contact must be with this organisation.
7. The lead partner in any application must have an annual income that is at least two times the amount applied for. (For example, if applying for £500,000 then the lead partner's annual income must be at least £1,000,000 in the last audited accounts.)
8. The submission process consists of three stages:
 - a. STAGE 1. Applicants submit their proposal through a simple online application form that will be available to access from Monday 15th August until Thursday 15th September at 5:30pm. Applicants should provide the following details:
 - i. A brief description of the organisations who are partnering

- ii. A project description
 - iii. Details of why the project is a 'dream' project
 - iv. The amount of funding requested
- b. STAGE 2. The most impressive, exciting and original projects will then be shortlisted and asked to apply via a formal online application form. Stage 2 will be open between Oct 1st and Oct 30th.
 - c. STAGE 3. Stage 2 applicants will then be shortlisted again and the very best entries will be asked to attend the Trust's offices in Edinburgh to give a formal presentation on their project to the Dream Fund judges on December 5th/6th.

Bid Proposal

9. Appendix 1, Outline Proposal v2, details the draft outline of the project.
10. With delivery led by Education Futures Trust and partners, the project will focus on the shoreline, beach, cliffs and the seas around Hastings. Focusing on the key theme of 'Conserving the marine environment', ***the dream is to bring together the whole community in a desire to improve and protect our marine environment.***
11. It is proposed the Foreshore Trust is the lead organisation given its charitable status and annual income levels. A Management and Administration role with associated fee estimated at 10% of the bid total (currently £75k) would be undertaken by the Trust.
12. The funders stipulate that no local authority can be a partner or in receipt of funding, so the M&A resources provided to FT will need to be managed in a way to adhere to this. *The activities of FT were shared with the funders and the function of HBC as sole trustee explained. The funder has encouraged FT to submit a bid, suggesting bringing on a wide variety of local partners to deliver the project.*
13. The ballpark total budget is estimated to be approximately £750k across the two years (see Appendix 1 for initial estimates).
14. A partnership meeting will be convened by Education Futures Trust with other stakeholders early September to finalise the Stage 1 application.

Wards Affected

All

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	Yes
Crime and Fear of Crime (Section 17)	No
Risk Management	Yes

Environmental Issues	Yes
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	Yes
Anti-Poverty	No

Additional Information

Please see attached draft proposal 'Outline Proposal v2'.
Details of the Dream Fund can be found here: www.postcodedreamtrust.org.uk/dream-fund

Officer to Contact

Ian Sycamore
isycamore@hastings.gov.uk
01424 451339

Partnership bid to the People's Postcode Lottery Dream Fund: initial outline.

Partners

The Foreshore Trust – lead body/monitoring and administration

Education Futures Trust – developing and oversight of the bid/delivery partner

Horizons – delivery partner

Hastings Pier Trust –delivery partner

Fishermen's Protection Society – proposed delivery partner

Hastings Voluntary Action (HVA) – proposed delivery partner.

Supported by:

Schools*

Hastings Borough Council*

Environment Agency*

The Marine Conservation Society.

Project

Delivered by partners, the project will focus on the shoreline, beach, cliffs and the seas around Hastings. **The dream is to bring together the whole community in a desire to improve and protect our marine environment.** Using a diverse range of partners, with each bringing with them different perspectives, we will meet the funder's priority of complementary strengths, experiences and perspectives. We will focus on the key theme of 'Conserving the marine environment', though we will also deliver on the themes of 'Reconnecting with the natural environment' and 'Engaging people with arts, culture and heritage'.

Requirements;

Key to success will be the ability to deliver:

- Originality: innovative project; the first of its kind
- Reach: value for money and the numbers affected/impacted upon
- Scope: clear aims and objectives, with a coherent, achievable mission
- Legacy: needs to be tangible with clear plans for continuation, including funding
- Partnership: needs a diverse range with complementary perspectives
- Public engagement: ability to engage the public, the media and new supporters.

Conserving our Marine Environment

Partners will work together to tackle the issues that we face in conserving our local marine environment. We will tackle the problems using a multi-faceted approach that will target residents and all users so that they will understand the impact of their behaviours upon this vulnerable environment. We will then look to change their habits through positive engagement with the differing aspects of the shoreline. We will imbue them with a desire to visit the coastline and use the available amenities, whilst simultaneously nurturing and protecting their natural heritage.

To do this we will develop sustainable projects focusing on different users:

- Adult residents
- Children/young people
- Fishermen

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Our children. Our families. Our community.

Registered Charity Number: 1146171

Company Number: 7852922

Patron: Baroness Stedman Scott OBE

- Tourists
- Local businesses
- Community groups.

Working together we will run a positive campaign, underpinned with practical activity that saturates the town in order to make a difference and change attitudes, as people learn to appreciate the local marine environment.

Practicalities

Management and administration of the project would sit with the Foreshore Trust; with the EFT staff member co-ordinating the publicity, festivals and events with partners. Partners would be responsible for managing their own activities, and lines of feedback will be clarified before the project is submitted.

Regular monthly working group meetings, alternating between organisations' strategic leads and practitioners, would ensure that the project remained on target, with partners supporting each other to achieve the outcomes.

Engagement

Monthly festivals and events will generate significant interest and create a pride in our seafront: encouraging local residents and tourists to become involved in programmes and support the drive to make sustainable change. All partners will deliver innovative activities that build on experience and their ability to think differently.

The reputation of partners will engage participants. The choice of partners is vital to energise and motivate stakeholders: the dream will build on positive experiences such as the successful Clean Seas Please! and Pier projects.

Activities

1. Fishers – working to look at sustainable methods of managing waste and changing habits.
2. The Shore Academy – delivering courses to children, families and vulnerable adults to include the 'Clean Seas Please' message, studying the marine environment and the heritage, undertaking beach cleans, mapping the shoreline and appreciating the impact on social, mental and economic well-being. Sessions will focus on plastic waste (clothing, microbeads), as well as drainage and litter ensuring that participants understand how they can actively change the future.
3. Walk and Talk – healthy runs along the coast and shoreline to look at change, conduct beach surveys and consider the impact of the environment on well-being.
4. Classroom on the Coast running evening fish meals, events for businesses using local produce and a community café for tourists. All events to include presentations and messages about impact on the marine environment.
5. Pier events looking at heritage and the culture of living by the sea. April – Sept for tourists and Oct – Mar for local community groups and businesses.
6. Pollution Alert - a volunteer run scheme to monitor pollution in streams and water courses in the Borough
7. Monthly festivals/events/campaigns to draw in local residents and tourists. Each to be themed with the environmental message linked to the time of year.

Budget

These initial rough costings indicate that the bid is feasible under the Dream Fund arrangements. Identification of actual costs will be needed, with the budget being scoped out to take account of any additional costs.

Description	Each year	Total
Foreshore Trust post for management and admin @10% (assumes maximum £750,000 bid – may need adjusting)	£37,500	£75,000
Venue hire for The Stade Hall and Classroom on the Coast (2 days per week @ £200 per day x 50 weeks)	£20,000	£40,000
Hastings Pier Trust staffing costs: full time events' organiser	£32,000	£64,000
Additional staffing for delivery of events	£16,000	£32,000
Hastings Pier Trust running costs + materials, rent etc	£11,000	£22,000
Education Futures Trust staffing costs: full time Shore Academy	£32,000	£64,000
Additional staffing for delivery	£16,000	£32,000
Education Futures Trust running costs + materials, room hire etc	£11,000	£22,000
Education Futures Trust staffing: 3 days chef for Community Café	£20,000	£40,000
Additional staffing for delivery of Classroom on the Coast	£10,000	£20,000
Education Futures Trust running costs + materials, food, etc	£10,000	£20,000
Fishermen's Protection Society staffing costs: 3 days change agent	£20,000	£40,000
FPS: consultant time for specialist issues	£4,000	£8,000
Fishermen's Protection Society running costs + materials, visits etc	£7,000	£14,000
Horizons staffing costs: 1 day a week to run project	£6,000	£12,000
Horizons running costs – materials, rent etc.	£2,000	£4,000
HVA – volunteer programme	£10,000	£20,000
Campaign/festival budget @ 18 sessions @ £3,000	£27,000	£54,000
Co-ordinator of events and projects (EFT)	£37,500	£75,000
Meetings and catering for partners/business/events (using local produce, including fish)	£5,000	£10,000
Publicity and campaign materials, banners, media & advertising	£15,000	£30,000
Research and evaluation (completed during the second year)	£0	£10,000
Total costs	£349,000	£708,000
In kind contributions to be listed		
	£	£

Notes

All salary costs include on-costs.

All running costs to include management for the organisation.

Reach

Over the 2 years, we will aim to target:

- 1200 children and young people through The Shore Academy (EFT)
- 3500 tourists or members of the public: 2500 through the Pier Trust (HP) and 1000 through the Community Café (EFT)
- 4500 residents and tourists through festival events (all partners)
- 25 fishers (number tbc) and family members (Fishermen's Protection Society)
- 250 businesses, through business lunches, events and team days at Classroom on the Coast/ Stade Hall (Foreshore Trust?/EFT) and the Pier (HP)
- 1200 community members through group activities on the pier (HP)
- 120 adults through "Up & Running" beach sessions, which encourage positive use of the shoreline and reflection on issues (Horizons)
- 600 family members through The Shore Academy activity sessions/courses (EFT)
- 60 vulnerable/unemployed adults to undertake extended marine based experience through The Shore Academy (EFT)

Total: 11,455 individuals. Target number: 11,000 to allow for any duplication.

Outcomes

These will need to be worked on by partners, but a starting point might include:

1. Improvement in cleanliness of the shoreline – beach cleans demonstrate reduced collections of rubbish.
2. Elimination of fishing materials within the waste washed up on the beach
3. Sea bathing water standards met.
4. 80% of those involved in the project have improved awareness of the impact of their behaviours upon the marine environment.
5. 75% of children indicate that they share the environmental messages with their families.
6. Surveys indicate an increased use of the sea front and beach amenities by residents.

Carole Dixon,
Chief Executive,
Education Futures Trust.
2nd August 2016.

Agenda Item 12

Coastal Users Group – notes of 6th September 2016

NOTES OF

Hastings & St. Leonards Coastal Users' Group

Held on Tuesday, 6th September 2016 @ 1800hrs

East Hastings Sea Angling Association, The Stade, Hastings

Present:

Cllr Dawn Poole (Chair) – HBC (Old Hastings Ward)
Cllr James Bacon – HBC (Old Hastings Ward)
Laurence Bell – White Rock Business Group
Kevin Boorman – Hastings Borough Council
Christine Boulton-Lane – West of Haven Beach Users Association
Alan Care – Hastings and Rother Disability Forum
Di Cooke – Hastings Lifeguards
Dick Edwards – Hastings Old Town Residents Association
Cllr Mike Howard – HBC (West St Leonards Ward)
Yasmin Ornsby – Stade Partnership
Andre Palfrey-Martin – Save Our Heritage Group
Cliff Meaden – Epic Life
Allison Pascual – Hastings Borough Council
Steve Peak – Friends of Hastings Country Park
Chris Richards – Hastings Adventure Park
Barbara Rogers – Hastings and St Leonards Tourism Association
Nick Sangster – Hastings Borough Council
Anne Scott – Old Hastings Preservation Society
Cllr Trevor Webb – HBC (Central St Leonards Ward)

Apologies:

Paul Carter – East Hastings Sea Angling Association
Cllr Judy Rogers – HBC (Castle Ward)
Jan Sellers – Fishermen's Museum
Paul Joy – Hastings Fishermen's Protection Society

1. HOUSEKEEPING

Alan enquired as to whether an evac chair is available at the venue. This will be confirmed and the group informed. **Action: Allison**

2. COASTAL ITEMS UPDATE

Fisheries Local Action Group (FLAG 2)

- Kevin gave an update: the Round 1 submission was successful and Hastings FLAG had been invited to prepare a Local Development Strategy (LDS) for submission in Round 2. This has been completed and a decision is anticipated in October.

- The LDS covers three thematic areas: 1) Creating a sustainable fleet and supply chain; 2) Protecting the environment and informing the fleet through scientific research and modernisation and 3) Developing the identity of The Place through educational, economic and brand development.
- If successful, the 2-year programme would commence in 2017.

Coastal Communities Fund 4 (CCF4)

- Kevin gave an update: the bid was submitted at the end of June and the outcome should be known by the end of this month.
- The aim of the bid is to improve the economic wellbeing of the White Rock area. This will involve activities from businesses and social enterprises that will create increased visitor numbers and jobs to local businesses and people.
- Partners to the bid are: The Source, Hastings Pier Charity and the Coastal Communities Team (managed by White Rock Trust). HBC will be the accountable body.
- Dick enquired as to whether a concession scheme for local residents could be set up. Some residents had expressed concern that the costs are too high and that for some families there could also be transport costs to take into account. It was clarified that it currently costs £6 for use of the park for two hours and a further £3 for a second session. Kevin agreed to speak to The Source operators but asked the meeting to bear in mind that they also have operating costs to meet. **Action: Kevin**

White Rock Promenade

- Nick gave an update: the re-surfacing of the promenade from Bottle Alley to Robertson Street has now been completed. As a result, all former markings have been removed and there is no longer a segregated cycle lane. Once all of the works have been completed, it is hoped that signage and stencils will be put in place.
- Palm trees and steel bollards are already in place.
- Bespoke benches will be ready by the end of this week.
- Work on the kiosk will be completed by mid-October.
- Work on the listed kiosk has not been done yet. The specification has been revisited and will be reduced before being sent out to tender.
- HBC Cabinet has given in principle agreement to provide more chalets on the seafront, east of the pier. Procurement is still to be looked into.
- Coastal medium term plan funding has been received from the Department of Environment, Food and Rural Affairs (DEFRA), and two large groyne will be built and shingle replenished to help stabilise the beach. The meeting welcomed this news but agreed that in order to improve the beach further the outfall pipe, which has started to collapse and is very unsightly, has to be removed as this poses a threat to the health and wellbeing of local residents and visitors alike. Nick assured the meeting that there is ongoing discussion between HBC and Southern Water and that Clean Seas is going to produce a timeline for the pipe in order to inform the public. An update will be given at the next meeting. **Action: Nick**
- At the end of this season, the lifeguard service will be reviewed. It was recommended that the Foreshore Trust considers providing additional funding for the service as the number of beach users and the season has increased in recent years.

- Options for LED lighting for Bottle Alley are to be looked into and it is hoped that the lighting will be in place by the end of this calendar year. A demonstration will be carried out in due course for which an invitation will be extended to members of this group.
- Disappointment that a formal tender process for the kiosk did not take place was again expressed. Nick assured the meeting that Charity Committee took the views of this group into account, although there were other influencing factors which led to the decision that the committee made.
- Safety was discussed as there has been a significant increase in footfall along the seafront and there is now a need for an additional crossing. It was agreed that the issue needs to be addressed and that this group would send a letter to East Sussex County Council to highlight the safety issues and concerns.
Action: Nick

Stade Amusements lease

- Nick updated: confirmation has been received from the HBC Estates team that the lease has been renewed. Term: 1st February 2017 to 31st January 2032.
- Concerns were expressed by the meeting that the required improvements had not been carried out to date. Nick confirmed that a list of works to be done has been agreed and this will be circulated for information. **Action: Nick**

4. FORESHORE TRUST ITEMS

Charity Committee Minutes – 27th June

- The minutes were noted and will be circulated with the minutes of this meeting. **Action: AP**

5. MEMBER UPDATES / ANY OTHER BUSINESS

- Kevin advised that the iy_Project (large scale sound and light event) is the opening event for the ROOT1066 festival and is taking place at 8pm on Saturday at the pier. The Seafood and Wine festival takes place on 17th/18th September at The Stade Open Space. On Saturday, 15th October a series of events will be taking place to mark the 950th anniversary of the battle of Hastings and the seafront will be closed to traffic from 15:00-23:00 approximately. All of the bonfire societies in East Sussex will be taking part in Hastings bonfire night, which will be heavily stewarded. Seafront businesses, however, are advised to keep their own security arrangements in place.
- Chris raised the issue with the bin and litter not being collected along the seafront. He has had to employ two additional members of staff and the adventure park bins are emptied three times a day, although the beach bins not being collected is causing major problems for businesses and visitors. Kevin assured the meeting that the issue is being taken very seriously at the highest level and that advice on changes would be received in the next few weeks. It was also recognised that it is difficult to use the MyHastings system to report bins along the seafront and this matter should be brought to the attention of the Foreshore Trust. In addition, the difficulty encountered when

reporting graffiti was discussed. In previous years, only one phone call was needed. Nowadays it can take up to four weeks to get a resolution. It was agreed that Scott Coughlan, HBC's Waste Services Manager would be invited to the next meeting to discuss the issues which have been raised. **Action:**

Nick/Allison

- Yasmin advised that John Cole's exhibition is currently on display at the Fishermen's Protection Society and a talk by John and Paul Joy will take place at The Stade Hall as part of the Seafood and Wine Festival on 17th September.
- Laurence advised that a replica of the Bayeux tapestry is currently on display in the crypt at St Mary in the Castle and is worth a visit.
- Nick advised that works started today to install Wi-Fi hotspots, from Rock-a-Nore Road to Warrior Square. 10 hotspots will be installed by the end of October. It was suggested that local businesses could help promote this once the Wi-Fi is up and running. This seafront public Wi-Fi network was agreed as part of CCF3 funding.
- Christine advised that the situation has still not been resolved with regard to camping on the beach, behind beach huts, the litter and mess created as a result, and the visitors in camper vans and caravans to the area. It was recognised that action needs to be taken urgently. Nick apologised for the amount of time it has taken to sort the issues but explained that in terms of the problematic caravan, the Environment Agency (EA) had to build a case for eviction first and obtain a county court order in order to evict the owner, who has now moved onto HBC land as a result. HBC now has to follow the same process that the EA went through. A height barrier was installed but it has been noted that the Out of Hours co-ordinators had been giving out the code for the barrier, it was suggested that the code now needs changing. **Action: Nick.** In terms of litter and mess, street wardens do visit the area in question and prosecutions have been made, however, unfortunately, there are no longer resources available to have a presence on site all day. It was noted that HBC is due to review dog control issues later this year.
- Cliff raised the issue of car park signage not working properly in some places and the fact that they had lost two customers as a result. 'Park and Ride' was discussed as an alternative, but Kevin explained that this was not utilised when it was made available in Hastings.
- Cliff advised that they had been using the Creative and Tourism Mentoring Network programme which was very good and helpful. He extended his thanks to the team behind it.
- Steve raised the issue of the environment surrounding the net shops not being what it should be and that there is grass where there should be shingle. It was agreed that a site visit should be arranged to include Steve, Nick, Yasmin and Cllr Poole. **Action: Allison**
- Andre advised that digital prints of the Bottle Alley panels will soon be available and that photos will also be in the local paper soon.
- Cllr Webb advised that it is still safe to walk down Kings Road and that a lot of work to increase the safety in the area is being carried out. Issues have already been brought to the attention of the Home Secretary. Joint working between the relevant agencies will continue to improve the situation.

6. NOTES OF LAST MEETING (7th June 2016)

The minutes were agreed as an accurate record.

Matters arising:

- The Camera Obscura is currently on display at the Ladies Parlour. Afterwards this will be moved onto the pier and will remain there for the rest of the year.
- Restoration of King Harold Statue – an update will be sought. **Action: Allison**
- It was agreed for future meetings that the notes of the last meeting item will be moved to the front of the agenda.

7. DATES OF FUTURE MEETINGS (Tuesdays, 6pm)

- 15th November 2016 – East Hastings Sea Angling Club
- 28th February 2017 – Aquila House

Meeting closed: 1948 hours

Distribution:

Hastings & St Leonards Coastal Users Group
Charity Committee

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