

**Date:** Extraordinary Parish Council Meeting - 30 July 2020

**Title:** Report Item 3 – Moving the cricket square

**By:** K Larkin (Parish Clerk)

**Purpose:** To provide background information on the proposed moving of the cricket square at the War Memorial recreation ground

**Recommendations:** To approve the placing of an order with Judges for moving the wicket plus move arisings/bundings for a total of £16,917.60 (incl. VAT)

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East Dean and Friston Cricket Club has requested the parish council to bring forward the work on moving the cricket square as soon as possible. The council considers it would be inappropriate for the order to be placed by anyone other than the council. This Extraordinary Meeting has therefore been summoned to enable the council to pass the necessary resolution.

**The quotation:** The preferred contractor is Judges and their quotation, along with two others and the wicket specification has been provided to Cllr Wild and is being shared with councillors. The former Lead Member for Finance who enquired about the procedure followed by the Club for obtaining quotations was satisfied that the club's procurement procedure would have been compliant with the parish council's Financial Regulations had the council sought the quotations direct.

**Provision of funding:** the parish council has sought confirmation that the Cricket Club are prepared and capable of making up the balance of the funds required including VAT. The council has also requested confirmation that the Club's committee has been authorised to make such a commitment. The Club has responded that a quorate meeting of their committee met on 21 July 2020 to agree to cover the risk of the parish council not being able to reclaim the VAT. The Club has set aside £10,000 of Club funds to pay for their contribution to the new wicket build, the maintenance equipment (roller) and roller storage. The Club would like to agree the following proposed VAT reclaim procedure based on the Wicket Move Budget.

**Proposed VAT reclaim procedure:** the Club requests that they be reimbursed for the equivalent of the VAT reclaim amount, which in practice would mean they are not requesting the VAT back, they are requesting the equivalent of the VAT paid to be reimbursed in exchange for EDFCC being prepared to lose that amount should the PC not be able to reclaim the VAT. In detail:

- VAT to be reclaimed by EDFPC (as the project is an investment in an EDFPC asset)
- If VAT reclaim by EDFPC is successful, EDFCC will receive back £2,819.60 of its contribution
- If VAT cannot be reclaimed, EDFCC will contribute the full £3,917.60
- In other words, EDFCC is prepared to cover the risk of the VAT not being capable of being reclaimed by EDFPC

## **Wicket Move Budget:**

### **Budget - Expenditure**

Wicket move - £13,048 + VAT @ 20%

Move Arisings / Bundings - £1050 + VAT

Total: £14,098 + £2,819.60 (VAT)

**Total: £16,917.60 incl VAT**

### **Budget - Income**

£5,000 – East Dean and Friston Parish Council (EDFPC)

£5,000 – Beachy Head Estates

£3,000 – East Dean and Friston Residents Association (EDFRA)

£3,917.60 - balance covered by East Dean and Friston Cricket Club (EDFCC)

**Total: £16,917.60 incl VAT**

The contributions from the Beachy Head Estate and the Residents' Association have been invoiced by the Club but payments are on hold. The council has sought confirmation from both bodies that their contributions will be paid direct to the council. The Club has undertaken to transfer its funds to the council by return once the Budget, contractor selection, VAT reclaim procedure and the Proposed Wicket Move Project timeline (see Proposed Wicket Move Project timeline below) have been agreed with the council.

### **Proposed Wicket Move project timeline for agreement**

- By 24<sup>th</sup> July - Agreement between EDFPC and EDFCC of the budget, income collection plan, approach to VAT, contractor procurement and contracting, project timeline, nominated contacts with decision making powers at EDFPC and EDFCC
- w/c 27<sup>th</sup> July - all Income contributions to be received into EDFPC account; Council to confirm receipt to all parties; award contract to Judges (who require 3 week notice period) latest date to award contract is 3<sup>rd</sup> August
- w/c 24<sup>th</sup> August - Judges starts work on site; New wicket completed and left to grow/bed in.

The Club will send representatives to the council meeting on 30<sup>th</sup> July.