

# Southern Croquet Federation

## Development Project Budget Process

The SCF has implemented the following process to consider interest free loans to its member clubs for assistance with development projects.

### Description

1. The criteria for the consideration of a loan would take in to account;
  - Full details of the project
  - The state of the club's accounts, both last audited accounts and a statement of the current situation
  - Quotations for the work
  - Any other relevant items that may be deemed important e.g. a business plan, membership numbers (rising or falling) subscription level etc.
2. The loan amount would not exceed 50% of the total project cost. But see No. 5 below.
3. Any loan shall be repayable over 2 years maximum.
4. There shall be a written offer and written acceptance which agree the repayment terms. This is a legally binding document. An example of the agreement is show on page 2.
5. The maximum loan for clubs with 2 lawns or larger is £700 and for less than 2 lawns, £350. With full agreement of the committee, on an exceptional basis, we may consider a maximum of £1,000 for 2 lawn clubs, or larger.

If further help is required or if you would like to make an application for a loan, please contact the Development Officer, Barry Dench:- Tel:01425 672340, email: [barry@barrydench.com](mailto:barry@barrydench.com)

**Southern Croquet Federation  
Development Project Budget Process  
Loan Agreement between ... "Croquet Club"  
and the Southern Croquet Federation**

**EXAMPLE ONLY. DO NOT USE FOR APPLICATION PURPOSES**

THIS LOAN AGREEMENT is made the ... day of ... 20.. between the ... CROQUET CLUB ('the Club') acting by its Chairman and Secretary as duly authorised officers of the one part and the SOUTHERN CROQUET FEDERATION ('the SCF') acting by its Treasurer of the other part.

Accordingly it is hereby agreed as follows:-

1. In consideration of the sum of £[N] ('the Loan') now lent by the SCF to the Club (the receipt of which it hereby acknowledges) the Club jointly and severally covenants with the SCF to repay, or procure the repayment of, the Loan to the SCF in [m] equal instalments beginning on the (date).
2. The Club further covenants with the SCF that the Loan will be expended only on the project which is the subject of the Club's application to the SCF and confirms that all other sums required by the said project are or will be available to the Club.
3. If the loan has not been fully repaid or extended within 10 days of the [m] anniversary hereof, or if any instalment has not been paid within 10 days of its due date, or if the provisions of paragraph 2 above are breached, then the balance outstanding shall immediately become due and shall carry interest at 12 per cent per annum (or such lower rate as the SCF may agree) from such date until repaid.
4. So long as any part of the Loan is outstanding the Treasurer will be provided promptly each year with a copy of the Club's statement of accounts together with the report thereon of the auditor or independent examiner, as appropriate.
5. Any demand or notice served pursuant to this loan agreement may be delivered personally to the Secretary of the Club or posted by first class mail to his/her last known address.

Signed on behalf of the Club by its Chairman: .....

*(Full name)*

*(Address)*

and its Secretary: .....

*(Full name)*

*(Address)*

and on behalf of the SCF by its Treasurer .....

Name: David Brown

The Southern Croquet Federation, address for correspondence: Secretary, Steve Fisher,  
3 Mandeville Close, Abingdon, Oxon. OX14 2BD