



**COMMITTEE MEETING - SOUTHBOURNE TENNIS CLUB**  
**Monday 10th September 2018 – 7.00 pm**

Venue – Tennis Club

**AGENDA**

1. Apologies
2. Approval of the minutes for the committee meeting held 16 July 2018
3. Matters arising
  - Action points from last meeting
    - SG – Update on leases
    - CG – provide an update following the July meeting on the business planning
    - MC – confirm what funds we have available to negotiate the leases
    - DS – confirm whether or not the court cleaning is weather dependent
    - SS – Ask for help with the kitchen for the Junior Open
    - CG - to send honorary wording to AS for the shared drive
  - SS list of things still to do:
    - Keep website updated including Spring Open photos
    - Receipts and hoodie round up to MC
    - Christmas party venues- SG assisting with organising this and looking into hiring Christchurch Rowing Club
    - Chase outstanding 02 payments
4. Chair Person's Report
  - Meeting with Steve Place BCVS 20 August 2018
  - Open meeting
  - Court 7
  - Christmas Party/email from member
  - Pay and Play/email from member
  - AGM
  - East Dorset Tennis Club, Christchurch Tennis Club and West Hants Tennis Club
5. Treasurer's Report
6. Coaching Report
7. Social Secretary's Report
8. Secretary's Report
  - Update on potential replacement
9. Membership Secretary's Report
10. Match Secretary's Report
11. Maintenance & H&S Report
12. Safeguarding

- Code of Conduct

13. Any other business

Next meeting 19/11/2018 and AGM 8/102018