



**MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB
Monday 15th March 2021 – 7.00pm held on Zoom**

Present

David Bull (DB), Daniel Light (DL), David Sanger (DS), Carolyn Day (CD), Colin Gilbey (CG), Celia Barron.

Quorum achieved.

1. Apologies

None – all present.

2. Minutes of last meeting – 18th January 2021 deferred until next meeting as they had not arrived in peoples inboxes in time (secretary's error!).

3. Matters arising

- ~~CG to investigate leaf blowers and send out info for comment. (done)~~
- Committee to send details of their DBS checks to CB if they have not already.
- ~~DL to move the hardship policy into the policies folder. (done)~~

Item 4. Chair Person's Report

Southbourne Tennis Club Chairpersons report to Committee 15th March 2021

Chairman's Notes for the minutes of the Zoom Meeting 15/03/21

- 1) Preparations are underway for reopening of the club on Monday 29th March.
Some constraints will remain in place due to the phased removal of lockdown restrictions but it is anticipated that all restrictions will be removed by the end of June.
- 2) Unfortunately, due to pressure of work, Amanda has resigned as Vice Chairperson from the committee. We would like to thank her for her contribution to helping run the club and hope that, should her circumstances change, she will consider re-joining the committee in the future.
We have advertised in the latest newsletter for a Vice Chairperson to focus on advertising and fund raising for the club.
- 3) I would like to record our thanks to Dave and Matt for the huge efforts they have made to work their way through the large maintenance list that we had. The club looks so much better and fresher to welcome back our members to tennis.
We have advertised in the latest newsletter for a "maintenance coordinator" to manage the maintenance tasks going forward
- 4) Following a Webinar with the LTA it has been decided to organise a membership drive using Facebook advertising during April & May. We will be considering incentives for new members.
- 5) A separate Zoom meeting was held to discuss the sinking fund and the phasing of major projects. It was agreed that:
 - a) With our current membership numbers that it was not appropriate to pursue Court 7. However, we will try to renew the planning permission when it expires so that if circumstances change in the future we will be able to restart the project.
 - b) A Padel court was not affordable from the sinking fund and that it would only progress with significant grant funding. We will set up a working group to progress this project as it would be an asset to the club.
 - c) The other main projects of replacing the floodlights and resurfacing both sets of courts are affordable on an appropriate timescale.
 - d) The floodlights will be upgraded from halogen to LED in the August/September timescale. This will save over £3000 a year in maintenance and electricity costs. A loan application was made to the LTA but it was turned down as they do not support upgrades. However, a grant of £5000 from the Dorset LTA is available. The project cost will be approximately £40000 and a meeting will be held with the preferred contractor in the next few weeks.
 - e) A quotation will be sought to surface the remaining parking area.

Topics for discussion on 15/03/21

Advertising – Facebook, crowd funding etc

Cleaning

Committee photos for website

DBS checks

Defibrillator
Deputy for Celia - safeguarding
Members advertising charity events

Committee Thoughts

DB raised the possibility/ Potential of using Facebook to advertise. It was acknowledge we are not well blessed with expertise in this field although DS does use it a little. It was agreed however that it is worth considering / trying as it seems we can give it a small budget and see how it goes. This discussion went hand in hand with the AOB raised by CG about an offer for new members.

Cleaning – we agreed to carry on as we are, and will ask Zoltan if he still wishes to do cleaning.

Defibrillator – DS will ask the electrician for a quote to move this outside.

Deputy for CB as Safeguarding was discussed, whilst activity is low and membership are not leaping up and down to take roles, it was felt we are ok as we are, however in time it was agreed it is probably desirable to have a deputy when we get more committee members.

Item 5 - TREASURERS REPORT

TREASURERS REPORT for Committee Meeting on 15/03/21

Payments made during Jan and Feb over £250 are as follows:

29/01/2021	Engie Power Electricity chgs for Dec.	£730.30
26/02/2021	MaxSports New Nets	£812.28
18/02/2021	D. Sanger and M.Sanger Maintenance	£425.00
	fees	£425.00
05/02/2021	D.Sanger Coaching Jan Invoices	£261.67

Income and Expenditure

Please see attached a Summary of Receipts and Payments for the period to 28/02/21

Other expenses include the cost of the new nets of £812.

Repairs include payments for the work done by Dave and Matt and the paint and other materials required.

Forecast for Year

The forecast is currently showing an expected increase in club funds of £14k for the year. This includes a further grant from BCP of £2k received in March. This together with the £1k in November and £6k in January should be used to offset members subscriptions for 2021/22.

Repairs forecast in March represents additional payments made to Dave and Matt of £600 and cost of fence paint and door repairs.

Other expenses in March includes £400 for the cost of a leaf blower.

Committee Thoughts

CD – Finances looking good at the moment, but there is an expectation we use this to reduce fees for existing members for 2021-22 to compensate for closure during pandemic.

Item 6 – COACHING REPORT

Head Coach report 12th March 2021

Review of data: June -2016 -2017 -2018 -2019 -2020 2021 on hold

• Adult members	176	162	168	164	169
• Junior/Student members	56	58	64	77	63
• Mini members coaching	112	111	114	94	106
Total	344	331	346	335	338
• Junior Coaching Groups	20	21	21	20	41
• Individual Coaching members	50	50	50	40.	50
• Individual Coaching non	8	8	8	5	6
• Group Coaching Adults	40	40	40	35	46
Total	118	119	117	100	143
• Disability Members	52	52	52	52.	40
• Disability Community/Sch	50	50	74	76	0
• Schools Primary/Sec	60	60	65	60	10
Total	162	162	167	164	50

- **Attendance at Junior Sessions**

Monday/Saturday 20+ before lockdown, start back on 29th March online booking via Clubspark

- **Attendance at Girls Members**

8+ before lockdown online booking via Clubspark start back on 9th April

- **Attendance at Mini/Junior coaching programme** online booking via Clubspark

6 week programme delayed due to lockdown resuming with 3 weeks from w/c 29th March. Good numbers so far although we have restricted most groups to max of 6 per coach. New courses will start from 19th April.

Attendance at Adult coaching programme online booking via Clubspark

All sessions to restart from 29th March

- **Schools & Community programme**

GBTW 26th Sept

* All School sessions on hold. In conversation with schools about resumption for summer term

- **Disability programme** restarting from 29th March

I am part of a new working group with Dorset LTA and Active Dorset to increase participation in the county.

*Down Syndrome (DS) Active Sessions Sat 11.30am-12.25pm 4 attendees

*Southbourne wheelchair session every Tuesday 12.45pm and Thurs 1pm 3 attendees

* Learning disability session start time is Sat 1.30pm for orange group and 2.30pm for red and full court groups. Approx 12-14 attendees in total with 2 new participants getting involved

*Boscombe Day Centre for Adults with Mental & Learning Difficulties attending Mon 1.30-2.30pm with 5 attending
*Open Court Junior Programme on wed 5pm with 3 attendees
*Individual lessons with around 10 participants
*Looking at new programmes for Summer 2021; Rally marketing with LTA, Mencap, Dorset Mind, Age Uk, Walking Tennis, develop Disability tennis in Dorset across 4 other venues.

**Finance – LTA Disability funding for 2021 is provisionally £4000. Although this may be reduced due to Covid
Funding in place with Sport England £1000, Talbot Village Trust for £2000**

More help with funding applications and ideas would be appreciated.

- **Competition programme**

Box League using Scala Sports App starting mid April

Spring Open Adult tournament planned for 1st & 2nd May
Summer Junior Open 15th – 21st Aug

- **Social programme**

Bright Ideas for Tennis Day with Danny Sapsford, Lucy Shuker and Mark Bullock to be held on Sat 7th August

- **Web site and marketing**

Social media presence increase, make sure website is up to date to incorporate LTA Rally and new Youth Tennis programme

- **What is working well?**

All coaches trained up for the new LTA Youth Programme

- **What could be improved/potential developments?**

Targeted marketing – work with companies – volunteering – funding (covering the mini court - padel court £30K / court 7)

- **Annual Calendar for year** Up to date currently. To be reviewed and updated each month with rescheduling of events.

- **Action / Talking points**

***Rotary funding £200 – Outside box for defibrillator (have price of £525 from London Hearts Charity) Electrician cost is £**

***New sofas and tub chairs and coffee table**

Committee Thoughts

DB asked DS if there was more money could more disability tennis be done. DS felt that coach and court availability would probably limit this more than money.

Padel Court – Noise issue was discussed and a view was expressed that it may only be noisy if the ball comes off the glass, and only then generally when it is played at a high level, and therefore may not be a problem for us.

DS is still waiting on a price from the electrician to move the defibrillator outside.

Chairs and Sofa's – a lengthy discussion was had which concluded that;

1. Chairs are preferable to sofa's.
2. Agreed to purchase 8 tub chairs and 2 coffee tables. DS will research tables to go with the chairs.

Item 7 - SOCIAL SECRETARY'S REPORT

N/A Nobody has taken up the role of Social Secretary following Andy King's resignation.

Committee Thoughts

We need to have/ organise a Christmas party – and can perhaps find someone to take this aspect on as a one off.

Item 8 – SECRETARY’S REPORT

Regulatory Reporting

Nothing Due Shortly

Change of club rules/ T&C’s should be on the agenda for the upcoming EGM, and distributed prior, ready for a vote.

Committee Thoughts

None

Item 9 – MEMBERSHIP SECRETARY’S REPORT

Membership Secretary Report

Membership Group	Paid 20/21 Members as at 310121	New Members	Paid 20/21 Members as at 300421	
Adult	85		85	
Country	16		16	
Family	8		8	see below
Over 65's	60		60	
Students	2		2	
Juniors	54		54	
Girls Friday Club	10	Alice Phipp	11	
Totals	235		236	

Note - Family numbers are for Adults only, all children are in the Junior total below

Committee Thoughts

None

Item 10 - MATCH SECRETARY REPORT

Match Secretary Report March 2021

10 teams entered for Dorset Summer Leagues (requested a carryover of fees from winter as we withdrew pretty early but this was denied). Unpopular development within League – change from teams 1, 2, etc to A, B etc. Also Match Secs now have extra responsibility of filling in all match dates (home) online.

No H & IOW League this summer

1 team entered in over 55s mens seniors National League.

Will organise session supervision and ball selling.

Safeguarding- nothing except will need deputy if/when we get new committee member

Committee Thoughts

None

Item 11 - MAINTENANCE & H&S REPORT

Maintenance, Health & Safety Reports

We have approached various people about being the Maintenance co-ordinator, so far without luck.

CG has spoken to Paul Woods who will do a H&S check for us after lockdown ends.

Committee Thoughts

None

Item 12 - SAFEGUARDING REPORT

Matt and Carolyn's DBS are o/s at the moment. Otherwise all done. **Action** to check outstanding ones.

Committee Thoughts

None

Vice-Chairperson's Report January 2021

No Vice-Chair's report as Amanda Nagle resigned from the committee on 6th March 2021.

Committee thoughts

We need to advertise for help generally, and make people aware committee roles need filling.

AOB

DB asked if DL and CD could find photos for the website. Action DL/CD

CB - Do we need to follow up the complaint recently received? Committee agreed it is too long ago to be able to investigate the complaint but we do need to make sure we have an inclusion policy that members sign up to.

CG – will provide us with a proposal prior to the meeting on 29th March, regarding fees for 2021-22.

We discussed having a promotion for new joiners who join from 29th March – offering 14 months membership (sort of) for the price of the normal 2021-22 fees (12 months). CG will put an advert together and DS will assist with placing this on facebook. This will also be sent to those who have paid to play (PAYG) on the courts in the last year or so.

LED Floodlight company are attending the club this Friday and CG and DB will meet with them to progress this.

Next meeting: Monday 29th March 2021 at 7.30pm to discuss fees.

Action points from the meeting

- CB to chase any O/S DBS checks.
- Everyone to let it be known to members that we have committee roles which need filling.
- CG to provide a proposal regarding the fees for 2021-22 prior to the meeting on 29th March.
- CG to produce an advert/ promotion for new members (14 months for the price of 12).