



**MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB
Monday 15th November 2021 – 7.00pm**

Present

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

Quorum achieved.

1. Apologies

Celia Barron.

2. Minutes of last meeting – 20th September 2021 - Agreed.

3. Matters arising

- DL to apply for Rates Reduction.
- ~~DL to check/ confirm that we do not need to have two AGM's. (done)~~
- CG to do an analysis of electrical usage now – compared to historical.
- ~~Quotation for painting lines on the car park to be obtained. (done)~~
- ~~CD to investigate purchase of various patio/ court furniture (Court furniture purchased)~~
- DB to investigate if Denise Newman can help with social events
- ~~DL to organise Agenda/ Formal notifications/ Proxy's etc for AGM (done)~~
- ~~CB to ask people to do coffee/ cakes for the club championship day (done)~~
- ~~DB to remind people about club sessions in a newsletter (done)~~
- ~~AGM – propose an increase to visitor's fees to £5 and non member court booking to £10 (done)~~

Item 4. Chair Person's Report

Chairpersons report to Committee 15th November 2021

Car Park

The car park is now finished to the contract we had.

There have been some comments about "how it looks".

There are some issues with the borders being "soil". Colin, Dave and I have been in contact and believe that a remedy would be to tamp down the soil and dress with a couple of inches of shingle. This may cause issues with the gravel boards in the longer term.

Reserve Fund & Projects 2022

I have updated the reserve fund spreadsheet to reflect the cost of the floodlights and carpark.

I have added in a £5k estimate for the resurfacing of the mini tennis court (no idea if that is realistic) and marking out of a mini tennis and Pickleball court.

We need to decide if we are to resurface courts 1-3 next year and if so when.

Spreadsheet attached

Member Issue

Celia and I have been dealing with a member issue.

Tournament 2022

Zoltan does not wish to run the 2022 tournament due to the abuse and difficulties he has faced this year.

I have a few ideas on how to help.

Christmas Party

At present we have 60 takers.

I will contact the hotel to find out the consequences of having so few compared to the 100 we booked for.

The drop dead date is Friday 26th Nov

AGM 2022 date

25 April or 9th May? (2nd May is a Bank Holiday)

Additional Spending?

External lighting upgrade

Car park

borders

Car park

signage

Ceilingtiles
Survey

Committee Thoughts

All items were discussed;

Car Park – we discussed the car park in detail. CG agreed to look into sorting out the edge
– Tampering down the soil and then a top dressing.

Christmas Party – 70 People have signed up and paid. It was agreed to make 25th
November the deadline for people to sign up as orders have to be given to the hotel.

AGM Date – Monday 4th April 2022 was agreed for the 2022 AGM.

Item 5 - TREASURERS REPORT

TREASURERS REPORT for Committee Meeting on 15/11/21			
Payments made during September and October over £250 are as follows:			
13/09/2021	Luminance Pro		£28,988.40
	Balance of Floodlights		
09/09/2021	BroadOak Treecare		£732.00
	Tree Surgeons		
20/10/2021	J.Aubin		£365.00
	Independent Examiner Fee		
07/09/2021	LTA Tennis Shop		£258.96
	Balls		
15/10/2021	Stringers World		£252.00
	Balls		
25/10/2021	BT		£262.08
	Phonebill		
13/09/2021	D.Sanger Coaching		£491.87
	Aug Invoices		
<u>Income and Expenditure</u>			
Please see attached a Summary of Receipts and Payments for the period to 31/10/21 and a schedule comparing actual spend to the budget for the year.			
Membership income already exceeds that budgeted for the full year by £1764.			
Sponsorship income of £300 from Sladeswas received in September.			
Disability income of £2000 in September was from the Talbot Village Trust.			
The grant of £5000 from Dorset LTA towards the floodlights was received in October.			
Repairs to date of £2062 include payments to Colin Reeves of £983, Door repairs £384, new electrical sockets £240 and electrical costs for fitting the defib and emergency lighting of £334.			
Other Expenses in the 7 months of £2891 include Defibrillator costs £642 ,Tree Surgeon £732, BBQ £374, Pickleball £205, a new Strimmer £179 and rubbish clearance £280.			

Committee Thoughts

The Treasurers report was explained by CD and any questions answered.

Item 6 – COACHING REPORT

Head Coach report Nov 2021

Review of data:	June	-2016	-2017	-2018	-2019	-2020	2021
• Adult members		176	162	168	164	169	192
• Junior/Student members		56	58	64	77	63	67
• Mini members coaching		112	111	114	94	106	113
Total		344	331	346	335	338	372
• Junior Coaching Groups		20	21	21	20	41	40
• Individual Coaching members		50	50	50	40.	50	50
• Individual Coaching non		8	8	8	5	6	6
• Group Coaching Adults		40	40	40	35	46	55
Total		118	119	117	100	143	151
• Disability Members		52	52	52	52.	40	55
• Disability Community/Sch		50	50	74	76	0	54
• Schools Primary/Sec		60	60	65	60	10	32
Total		162	162	167	164	50	141

- **Attendance at Junior Sessions**

Monday/Saturday 16+

- **Attendance at Girls Members 10+ before**

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

Half way through 13 week programme, most groups to max of 6 per coach and are full. 2 new LTA Youth start courses with 14 new players all converted into main programme now.

Attendance at Adult coaching programme online booking via Clubspark

Most sessions nearly full

- **Schools & Community programme**

* St Katherines & St Peters After school club starting with approx.. 10 children

- **Disability programme**

*Down Syndrome (DS) Active Sessions Sat11.30am-12.25pm for ages 12-18yrs old - 4 attendees

*DS Active session started for ages 6-12 yr olds with Liana – 2 attendees

*Southbourne wheelchair session every Tuesday 12.30pm and Thurs 1pm 3-4 attendees with 4new players

* Learning disability session Sat 1.30pm for orange group and 2.30pm for red and full court groups. Approx 14-16 attendees in total

*Boscombe Day Centre for Adults with Mental & Learning Difficulties attending Mon 1.30-2.30pm with 4 attending

*Open Court Junior Programme on Tues 5pm with 2 attendees

*Individual lessons with around 10 participants

*Walking Tennis with 5players.

*Diverse abilities with 3 attendees

Finance –

**£1500 from Primrose Grant + match funding for our Bright Ideas day £572
(Primrose donation £358.50 + clubspark payments £213.50)**

- **Competition programme**
Box League using Scala Sports App starting 15th Nov. Data of matches played,
- **Social programme**
- **Web site and marketing**
Social media presence increase, make sure website is up to date to incorporate LTA Rally and new Youth Tennis programme. Keep posting on SOBO and facebook.
- **What is working well?**
- **What could be improved/potential developments?**
Targeted marketing – work with companies – volunteering – funding (covering the mini court)
- **Annual Calendar for year** Up to date currently. To be reviewed and updated each month with rescheduling of events.
- **Action / Talking points**

Summer Southbourne Junior Open Tournament
Club Champs. updating honours boards
Club sessions Mon/Tues daytime picked up again
Ladies Book club once a month

Committee Thoughts

A discussion took place regarding the Junior Open as the opportunity has arisen to apply to hold a level 5 tournament rather than a level 4 one, which is what we usually hold. The higher level (5) would require a bit more court time but would probably bring a bit more money into the club. We will need to lose a few more club sessions than we usually do, with the potential payoff of more money.

It was agreed to give it a go.

CG raised the issue of playing 7 games on club sessions when busy. As an alternative he advised some clubs play 20 minutes – and this way every court comes off together –

easing the transition to the next game. It was agreed DB would seek opinions regarding this.

Additionally, some members wish to hold a book club in the club house and it was agreed this is a good thing.

CG raised a question/ thought regarding SCALA. He suggested he do some analysis and email out to people about how many games they have played, to see if it improves the participation. Committee agreed he can do this.

Item 7 - SOCIAL SECRETARY'S REPORT

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

Committee Thoughts

None

Item 8 – SECRETARY’S REPORT

Secretary’s Report – November 2021

Regulatory Reporting

Charity Commission annual return – our first – is underway (Started together with CD).

Confirmation Statement due soon.

Nothing Else to Report

Committee Thoughts

Committee discussed the Charity Commission annual return and DL agreed to send everything to DB so he could file away appropriately and add anything to the website if felt appropriate.

Item 9 - Membership Secretary Report

Membership Group	Paid 21/22 Members as at 301021	New Members in August	Paid 21/22 Members as at 301121		Paid 20/21 Members as at 301120
Adult	105	Susanne Keating, Kelvin M-Jones	107		85
Country	11		11		15
Family	10		10		8
Over 65's	66		66		60
Students	3		3		1
Juniors	50		50		54
Girls Friday Club	15		15		10
Totals	260		262		233

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

Committee Thoughts

A discussion on whether we need something else to give people as a membership card – like a tag for their lace or an “online” membership card. It was agreed we will come back to it.

Survey: Committee discussed the “dummy run” CG had sent the committee. CG will add a Name Box to the survey so people cannot complete it anonymously.

Country Membership: CG supplied a draft of an email he had written to those impacted by the change to the country membership criteria. Committee agreed this to be appropriate and CG will send it.

Item 10 - MATCH SECRETARY REPORT SEPT 2021

No report this month

Committee Thoughts

None

Item 11 - SAFEGUARDING REPORT

No matters or issues to discuss this month.

Committee Thoughts

No action needed.

Item 12 – MAINTENANCE & H&S REPORT

Maintenance, Health & Safety Reports

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

Paul Woods has agreed to do another Health and Safety walk around after Christmas.

Committee Thoughts

A number of general issues were discussed.

Honours Board – Zoltan is sorting this out.

Tree Work (BCP Council) – No reply from them as yet, CG will chase up once normal service standard is exceeded.

External P.I.R Lights – We have received a quote for approx.. £1,000 to update the external P.I.R Lighting. This was discussed, and it was agreed we want to proceed with this.

Car Park – The cost of the materials to go on the mud around the car park is £130. Agreed to spend this.

Car Park Signs – It is felt we should have some signs saying cars are parked at owners risk. A budget of approximately £70 was agreed for these.

Ceiling Tiles – Whilst some painting of these has occurred, some need replacing. 16 of these costs about £60. This was agreed.

Item 13 - Vice-Chairperson's Report

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

Committee thoughts

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

Item 14 - AOB

The Rotary Club are holding a living advent calendar even in Christchurch with 24 events occurring in the 24 days leading up to Christmas day. Each day collections will go to the charity nominated for that day. The club has been asked to participate and have been offered a prime day.

This was discussed at length, however the committee decided against it because although we are a charity, it was felt there are more appropriate charities to take these slots – particularly with it being Christmas.

Club Calendar – DS agreed to update this for 2022 and will send it out.

Action points from the meeting

- DL to apply for Rates Reduction.
- CG to do an analysis of electrical usage now – compared to historical.
- DB to investigate if Denise Newman can help with social events
- CG agreed to look into sorting out the edging of the car park – Tampering down the soil and then a top dressing.
- DB to seek opinions on trialling 20 Minute matches in club sessions where people are waiting.
- CG to contact Scala Box League participants to see if this encourages higher participation/ matches played.
- DL to send Charity Annual Return info to DB.
- CG to purchase ceiling tiles, Car Park Signs and materials for car park edging.
- DS to produce, and circulate, 2022 club calendar.

Next meeting: Monday 10th January 2022 at 7.00pm