



MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB
Monday 10th January 2022 – 7.00pm

Present

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

Quorum achieved.

1. Apologies

None

2. Minutes of last meeting – 15th November 2021 - Agreed.

3. Matters arising

- ~~DL to apply for Rates Reduction. (done)~~
- CG to do an analysis of electrical usage now – compared to historical. – Work in progress
- DB to investigate if Denise Newman can help with social events – not done yet
- CG agreed to look into sorting out the edging of the car park – Tampering down the soil and then a top dressing. – ½ done (Tampered down) – chippings to follow
- ~~Trial 20 Minute matches in club sessions where people are waiting. (Agreed to leave it for now)~~
- ~~CG to contact Scala Box League participants to see if this encourages higher participation/ matches played. (Done)~~
- ~~DL to send Charity Annual Return info to DB. (done)~~
- ~~DB to purchase ceiling tiles, Car Park Signs and materials for car park edging. (done – ceiling tiles deferred as they no longer need it)~~
- ~~DS to produce, and circulate, 2022 club calendar. (done)~~

Item 4. Chair Person's Report

Chairpersons report to Committee 10th January 2022

Car Park

Colin has kindly offered to hire a vibrating plate compactor and organise the delivery of a tonne or so of pebbles to finish off the car park borders.

Court Replacement

We have now had 2 quotes of £47832 from Outdoor Carpets and £45100 from ETC Sports Services.

I am waiting for a further quote from Fosse Contracts. I believe that the bloke has been to have a look at the courts. I will chase up the quote and hope to have it before our meeting.

Court Fencing

Hugh Richards has been assessing the condition of the court fencing. He has offered to replace some of the straining wires at a cost of £140.

He believes that some of the posts are corroded and will need replacing soon.

I suggest that we get a quote for the fence replacement to add to our long term plan.

In general it doesn't look too bad to me but it cannot do any harm to get it looked at.

Bins

Over the last few weeks we have been having difficulty getting our bins emptied.

It transpires that we are considered a commercial organisation and have to pay for our bins to be emptied.

We have not paid our bills from the council for 2 years and they have stopped collecting our bins.

The invoices have been going to the home address of M Cavey and not passed on.

The 2020 invoice was for £572 and the 2021 invoice was for £627.90

They have now been paid by Carolyn and all should return to normal very soon.

I have asked for future bills to be sent to the club.

External Lights

Will be upgraded as soon as the electrician can fit us in

Christmas Party 2022

Need to discuss approach to the 2022 party.

Club Tournament

Zoltan has kindly offered to do the administration for the 2022 tournament. I have volunteered to "front" the communications to reduce the opportunity for any abuse of our coaching staff.

Committee Thoughts

All items were discussed;

Court Replacement – DB will ask outdoor carpets if they can match the price for the courts. It was also agreed a target install date of the end of August for these.

Fences – DB and CG will look at our fences and will obtain a quote for these if they look like they need replacing. It was agreed a provision of some sort should be made into the reserve fund spreadsheet.

External Lights – CG to speak to electrician about having a car park light on a P.I.R in the car park.

Christmas Party 2022 – it was agreed to have a Christmas party next year, but at a different venue.

Karen Martin's injury – This has been recorded with the insurers as required under our policy. It was agreed we should send a note out to everyone reminding them that they need to be happy with the court conditions before they play. DB agreed to draft something.

Mike Hargreaves had also raised a question regarding the visitor policy and how it is negatively impacting Thomas Hargreaves. In short, Thomas plays at a very high level and finding suitable opponents "in club" is not really viable, therefore he plays with his peer group from various clubs where he can. However, our visitors' policy prohibits more than 4 visits by the same person, without them joining the club.

It was agreed that this is an unintended consequence of the rule and that in this special case, it is appropriate for the committee to waive this policy as to not do so would significantly disadvantage a junior member. Any future cases can be reviewed by the committee – at their discretion.

Item 5 - TREASURERS REPORT

SOUTHBOURNE TENNIS CLUB

TREASURERS REPORT for Committee Meeting on 10/01/22

Payments made during November and December over £250 are as follows:

15/11/2021	M A Hart TarmacCar Park	£18,600.00
15/11/2021	South Coast Line Markings Car Park Lines	£360.00
17/11/2021	LTA Annual Registration Fee	£720.00
29/11/2021	Peel Hotels Balance of Xmas Party	£2,038.20
31/12/2021	Engie Power Electricity for Nov	£433.64
16/12/2021	LTA Loan Repayment	£750.00
15/12/2021	Pennon Water Services Water Rates for 6 Mths	£318.06

Income and Expenditure

Please see attached a Summary of Receipts and Payments for the 9 months to 31/12/21.

Membership income exceeds that budgeted for the full year by £2417.

Disability income of £1940 in December was from the Dorset LTA.

£10000 was transferred from the sinking fund in November towards the cost of the car park.

Payments made in January relating to this period include:

Coaching - Invoices for December	£247
Cleaning - December	£135
Rubbish Clearance - for 2 years	£1,200

Other Expenses in November and December include £720 for LTA Registration fees, £216 for updating the honours board and £255 for cost of Xmas Party.

Committee Thoughts

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

Committee remain very happy with the finances.

Item 6 – COACHING REPORT

Head Coach report Jan 2022

Review of data:	June	-2016	-2017	-2018	-2019	-2020	2021
• Adult members	176	162	168	164	169	199	
• Junior members	56	58	64	77	63	66	
• Mini members coaching	112	111	114	94	106	113	
Total	344	331	346	335	338	378	
• 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

New 12 week programme starting, a lot of groups to max of 6 per coach but a few spaces coming available due to time of year.

Attendance at Adult coaching programme online booking via Clubspark
Most sessions filling up

- **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 8 participants

*Walking Tennis with 5players.

*Diverse abilities suspended until April

- **Competition programme**
Box League using Scala Sports App. Data of matches played needed.

- **Social programme**
Arrange social such as quiz night

- **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**
 - *Asked to run Dorset School Games Tues 3rd May 1-3pm
And SEND Dorset school games Tues 24th May 1-3pm

 - *Court bookings non members and floodlights issue but all sorted

 - *Peter Richardson sorted baseline on court 4

Committee Thoughts

DS talked us through the topics above and we discussed these.

DS advised us that our application for a Junior Grade 3 Tournament in the summer has been accepted.

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 – January 2022

Regulatory Reporting

Confirmation Statement submitted 3rd January 2022.

Nothing Else to Report

Committee Thoughts

None

Item 9 - Membership Secretary Report

Survey Responses

I sent out 272 survey requests, we received 35 responses. A couple of responses simply said – ‘it’s all great keep up the good work’, and did not answer most of the key questions. The numbers below (e.g. x 2 or x 3) reflect how many times the comment was made by different members.

Q1 asked respondents to enter their name

Q2 How could the Adult tennis experience at the club be improved?

- more help for beginners/another night x 3 (*see also Question 6*)
- longer club sessions/more courts (Wed and Sun) x 3
- more club sessions (Fri/Sat?) x 2
- better division of players by standard x 5
- more drills less sessions
- improve court etiquette x
- more Fundays and competitions x 3

Q3 How could the Junior tennis experience at the club be improved?

- a mentoring scheme for enthusiastic youngsters

Q4 How could the coaching experience at the club be improved?

- more female coaches
- more drills for advanced doubles
- play with a coach
- group singles coaching

Q5 What else would you do with the clubhouse?

- run a café
- include coffee and tea in membership costs
- more food on sale
- pool table
- coffee machine, water cooler, dishwasher??
- awnings over the patio
- more social events
- replace carpet with hard flooring to reduce sand transfer
- new table tennis net

Q6 What would you do to attract more members?

- Facebook/social networks advertising, PPC campaign x 7

- paddle court
- banners outside with offers
- more green sessions for beginners
- more public events/non-member days/taster days
- special offers on fees/deals/trials x 3
- posters in doctors surgeries, promote friendship and general health

Q7 Would you be able to help with the running of the club?

- Yes from James Lewis, Hugh Richards, Mike Hargreave, Corin Fiddaman

Q8 What do you like most about the club?

- Inclusive
- help for beginners

Q9 If you could change anything at the club, what would it be?

- get more people there during the day
- get rid of the mosquitos
- more members aged 30-50
- get members doing more
- more social activities x 3
- bike rack?
- make it easier to buy balls
- remove the debris from courts 4-6 more often
- change the hand dryers
- get team players on the committee
- enhance the exterior of the clubhouse
- improve lighting in the car park
- get some artificial clay courts

Committee Thoughts

Committee discussed CG's summary of the survey responses.

These were an initial summary and further action will be considered in due course. Various members have offered to provide help in some way and CG agreed to follow these up.

Additionally CG advised total membership is up to 268 from 235 at the same time last year.

CG will put together thoughts for fees for 2022/23 as we need to have agreed the committee's proposal in advance of the upcoming AGM.

Item 10 - MATCH SECRETARY REPORT JAN 2022

Following on from the rather rushed and chaotic start to the season due to the lack of time to sort out all the fixture dates, there have been ongoing problems with inputting results, adding player names to the LTA website, and incorrect allocation of points for match wins. This has been ongoing for 3 months but little has changed, even though we have been told they are trying to iron out the problems.

Despite this, our teams, have made a solid start to the season. It has been good to see quite a few of our new members joining and adding depth to our teams, along with Thomas Hargreave, one of our very talented juniors, who now represents the club playing in both the mens and mixed 1st teams. Ben Clarke and Lloyd Harkom have moved up into the mens 1st team, which has eased the pressure on the limited number of 1st team members. Our ladies 1 team has made an excellent start winning all of the 4 matches they have played.

Unfortunately due to rain & gales, quite a few matches have had to be postponed meaning that January and February will be extremely busy for some teams. We are half way through the season and only 22 out of 63 matches have been played.

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 in the near future.

Committee Thoughts

Tree Works – CG has chased up BCP Council who are significantly outside their quoted timescales to respond.

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

CG – The Sunday club session has become extremely popular. A suggestion about extending the length of this session was made, to allow people to stagger when they play in this session. It was agreed to trial 9 until 12 (rather than 10-12). DB will put this into the monthly newsletter.

Action points from the meeting

- CG to do an analysis of electrical usage now – compared to historical.
- DB to investigate if Denise Newman can help with social events – not done yet
- CG agreed to look into sorting out the edging of the car park – Tampering down the soil and then a top dressing. – ½ done (Tampered down) – chippings to follow
- Court Replacement – DB will ask outdoor carpets if they can match the price for the courts. It was also agreed a target install date of the end of August for these.
- Fences – DB and CG will look at our fences and will obtain a quote for these if they look like they need replacing. It was agreed a provision of some sort should be made into the reserve fund spreadsheet.
- External Lights – CG to speak to electrician about having a car park light on a P.I.R in the car park.
- CG will put together thoughts for fees for 2022/23 as we need to have agreed the committee's proposal in advance of the upcoming AGM.
- Paul Woods to do a health and safety walk around
- CG to follow up responses from survey – primarily members who expressed an interest in helping out.
- DB to advertise the extended Sunday session in a monthly newsletter

Next meeting: Monday 28th February 2022 at 7.00pm