



**MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB
Monday 14th November 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 – 19th September 2022 - Agreed.

3. Matters arising

- ~~CG to obtain quotes for lights in the car park. Price still awaited from Owen. (Done)~~
- ~~CB to add “running the showers” to the cleaning process. (Done)~~
- ~~CG to speak to a few attendees at Tuesday AM session to see if there is an issue. (done and it is generally better)~~
- CG to speak to Telco re Door Lock. Done however unfortunately they are not responding. CG will try another lock company.
- ~~DB will go back to outdoor carpets regarding a price for the work to court 4. (Done)~~
- ~~Ray’s retirement to be considered. (Done, CB will check out a couple of other things before confirming back to CG and sorting something between them.)~~

Item 4. Chair Person's Report

Chairpersons report to Committee 14th November 2022

AGM Actions & Investigations

Outstanding Actions:

- 1) Consider coffee machine (awaiting information from Peter Storr - David) – ONGOING
I have had no response from Peter despite 3 requests – I have given up!
- 2) Consider timer for electronic door to ensure it is locked at night (Dave S & Colin G) -
ONGOING

Court Refurbishment

We are awaiting a date for 2 tonnes of additional sand to be spread on courts 1-3.

Court 4 Car Park Baseline

As section of carpet from the baseline to the fence has been “turned” at a cost of £720 inc VAT.

The corner of the carpet on the mini court has also been stuck down to stop the wind lifting it.

Club Tournament Finals Day

The Club Tournament finals day began at 10:00 on Sunday 9th October with continuous play until 18:30.

There was some excellent tennis and quite a large crowd of members, friends and family.

Thanks go to Carolyn for getting the provisions and to Colin Gilbey for providing an excellent barbecue of burgers and sausages. Thanks also go to John Woodham who made many of the teas and coffees and did much of the washing up.

The weather was very kind to us and everyone seemed to enjoy the tennis and the food.

The only consistent criticism was that we did not charge enough for the food and refreshments!

Christmas Party 2022

The take up of the Christmas Party has been disappointing.

At the time of writing 60 people have signed up.

I think we will need to scale back our ambition for next year to ensure that the club does not lose money.

Please encourage people to sign up.

New Gas Smart Meter

We were due to have a new Gas Smart Meter. Unfortunately it could not be fitted due to the need to carry out work on our electrics.

I will let you know when a new date for the work has been agreed.

Car Park Light

Thanks to Colin for arranging for a new light to be installed to illuminate the far end of the car park.

Abandoned Clothing and Water bottles

Thanks go to Celia for sorting through the clothing and water bottles that had been left at the club. Some items were taken to a local charity with other items being binned.

Dates for 2023

We need to agree Committee Meeting dates and a date for the AGM.

Committee Thoughts

We discussed the above areas.

Coffee machine was briefly discussed and it was agreed this is not likely to be a viable option.

There are now approaching 70 booked for the Christmas party, we need 90 to not lose money, however this is far from critical.

AGM was agreed for 24th April 2023. As a result a couple of the earlier meetings were also pushed back a bit.

Item 5 – Treasurers Report

TREASURERS REPORT for Committee Meeting on 14/11/22

Payments made during Sept and Oct over £250 are as follows:

20/10/2022	LTA Registration Fees	£720.00
05/10/2022	Liana Hodgson Coaching	£280.00
05/10/2022	O D Electrical Outdoor Security Lights	£441.72
06/09/2022	Outdoor Carpets Mini Court Resurfacing	£2,100.00
20/10/2022	Outdoor Carpets Repair to Court 4	£720.00

Receipts and Payments

Please see attached a Summary of Receipts and Payments for the period to 31/10/22

Membership income for the 2 months of £1.6k reflects the new members in the period.

Repairs were high in the period with £720 for repairing the carpet on Court 4 and £442 for new security lighting for the car park area.

Other expenses include £720 LTA registration fees .

Forecast

I attach a forecast for the remaining 2 months of the year and comparing the full year forecast to the original budget.

Membership fees for the balance of the year have been estimated to show a shortfall of £2.4k from budget. The court resurfacing cost an additional £2.7k . R&M incl the bird spikes are above budget but partially offset by reduced other expenses.

The sinking fund is predicted to be short by £2.7k and club funds are predicted to be over by £4.4k.

Committee Thoughts

We discussed the management account and budgeting and were agreed everything is in good order – the accounts actually seem slightly better than expected earlier in the year.

Item 6 – Coaching Report

Head Coach report Nov 2022

Review of data:	June	-2017	-2018	-2019	-2020	-2021	-2022
• Adult members		162	168	164	169	199.	187
• Junior members		58	64	77	63	66	57
• Mini members coaching		111	114	94	106	113.	120
• Total		331	346	335	338	378	364
• Junior Coaching Groups		21	21	20	41	40.	40
• Individual Coaching members		50	50	40.	50	50.	28
• Individual Coaching non		8	8	5	6	6.	6
• Group Coaching Adults		40	40	35	46	55.	40
• Total		119	117	100	143	151.	114
• Disability Members		52	52	52.	40	55.	55
• Disability Community/Sch		50	74	76	0	54.	45
• Schools Primary/Sec		60	65	60	10	32.	24
• Total		162	167	164	50	141.	124

- **Attendance at Junior Sessions**

Monday/Saturday 16+ all players look like they are enjoying themselves,

- **Attendance at Girls Members**

10+ before

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

Just starting 2nd weeks of the 13 week programme all looks strong

Attendance at Adult coaching programme online booking via Clubspark

Sessions are pretty quiet at the moment with a few of the groups only half capacity

- **Schools & Community programme**

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

- **Disability programme**

*Down Syndrome (DS) Active Sessions Sat 11.30am-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 with 4 players on average

* 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 5 attending. Moordown Day centre Tues 11am with 4 attending.

*Diverse Abilities group with 3players

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

*Individual lessons with around 8 participants

*Walking Tennis with 4players.

Finance –

- **Competition programme**
Box League using Scala Sports App.
Sunday 22nd January 1-3pm Dorset mini red slam event courts 4-6
- **Social programme**
Xmas party for minis sat 17th Dec 12-1pm and juniors mon 19th Dec 6-7pm
- **Web site and marketing**
Social media presence increase, Keep posting on SOBO and facebook.
- **What could be improved/potential developments?**
Targeted marketing – work with companies – volunteering – funding
- **Annual Calendar for year** Up to date currently. To be reviewed and updated each month with rescheduling of events.
- **News / Action / Talking points / upcoming**

*Friday 24th March 2023 8.30-4pm Emergency first Aid at work course for min 8/max 12 participants £80PP (coaches Dave, Matt, Zoltan, Ray, Taylor, Liana, Matt Brown, David Bull)

*Ray retirement update Dec 2022.

*Dorset LTA coaches network day Thurs 10th Nov 9-1pm

Committee Thoughts

Committee discussed the above, there were no questions.

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 2022

Regulatory Reporting

Nothing to report

Committee Thoughts

None

Item 9 - Membership Secretary Report

Membership update below;

In November to date we have two more members already, and have now reached 246, subject to refunds and leavers (see below).

Membership Group	Total Paid Members as at 311022	New Members in September	Total Paid Members as at 301122
Adult	96	Andy Keane, Matthew Gilray	98
Country	2		2
Family	10		10
Over 65's	72		72
Students	7		7
Juniors	46		46
Girls Friday Club	11		11
Totals	244		246

Richard Dear - I sent a note out last week suggesting that we refund his whole annual fee. Responses to date seem to agree, can we finalise this please?

Kevin Beale - we have given Kevin our reward (£20 voucher) for bringing Tim Clay to the club. This is the first reward we have given for around 4 years!!

Hugh Richards - when Hugh joined in June, he only paid for 6 months, as he knew he would be moving to Romsey, and that moment has now arrived. Hugh did some unsolicited work on our fencing on more than one occasion, and shared with us the maintenance schedule he developed and used at his prime club, St. Leonards. Hugh has worked and played tennis internationally in very professional environments, so I was pleased to receive the following comment from him

Hi Colin

I'm sad to ask, is it possible to cancel my membership? The potential move that was in the cards has arrived next Tuesday and we'll then be based the other side of Romsey. Realistically I just won't be able to get to Southbourne on a regular basis.

I've really enjoyed my brief time there, I think Southbourne is THE club to emulate in so many ways and am very disappointed to be leaving.

Wishing you all the best

Hugh

Committee Thoughts

The committee are pleased with the continuing increase in members.

The refund to Richard Dear was agreed.

Item 10 - MATCH SECRETARY REPORT

Match Sec Report November 2022

The winter season 'started' at the beginning of October but many matches have had to be rearranged due to the weather. Some teams have not played any matches yet.

Entries for next summer need to be submitted by end of December and I believe there may be interest in adding another Mens team – discussion needed on the practicalities of this.

I'm attending Dorset LTA AGM on Thursday. Will collect 5 league winner certificates for our teams

Committee Thoughts

Discussed a possible Mens 3rd team starting summer 2023. The committee were generally in favour. DL recommended Neil Mackley for a team captain. CB will make contact.

Item 11 - SAFEGUARDING REPORT

Safeguarding Report

Nothing to report.

Committee Thoughts

The committee had nothing to add.

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.

Committee Thoughts

DB advised that Colin Reeve continues to do an excellent job for the club.

The boiler needs to be serviced and Andy Jenkins will do this for us - CG to organise.

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

Peg Board discussion – If we are to put the peg board into action, we would require everyone to have membership cards, which they don't. A discussion was held on the likelihood of the peg board being used. The consensus was that it is very unlikely, after so long, that the peg board would be reliably used and therefore we do not need to provide membership cards for people.

DB – The Sunday club session was extended as a trial – should we continue this permanently. Agreed we should because it is being well used and the session remains one of the busiest sessions.

DB – would like a door closer for the “back” door as this is continually left open – and this needs to stop if the heating is to be on through the winter. Agreed this is sensible.

CB – Thomas Hargreave represented GB recently – can we put this into a newsletter? Agreed, and CB will ask Nicola Hargreave for something we can use.

CB – Amazon Prime is stopping tennis next year – the rights to the tennis will be bid on at the back end of 2023. CG will make sure it does not auto renew beyond this point.

CB – Taylor is marketing on SOBO Facebook site, are we ok with this? Committee agreed that we are ok with this.

Action points from the meeting

- CG to try another lock company regarding the main door lock.
- CB to contact Neil Mackley regarding Mens 3 captaincy.
- CG to organise boiler service.
- DB to organise door closer with Colin Reeve for the “back” door.

Next meeting: Monday 16th January 2023 at 7.00pm