



MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB
Monday 16th January 2023 – 7.00pm

Present

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

1. Apologies

Celia Barron (CB)

2. Minutes of last meeting – 14th November 2022 - Agreed.

3. Matters arising

- CG to try another lock company regarding the main door lock. Coming next week!
- ~~CB to contact Neil Mackley regarding Mens 3 captaincy. (Done)~~
- ~~CG to organise boiler service (Done).~~
- DB to organise door closer with Colin Reeve. Still on-going but may need to be left as there are some building construction issues.

Item 4. Chair Person's Report

Chairpersons report to Committee 16th January 2023

1) Sanding courts 1-3. I have had no joy with Outdoor Carpets. Rather than leave it any longer I think we should tackle it ourselves. Perhaps we could offer to pay a couple of the coaches to help us with the work. I suspect we would get no response asking members to help out.

2) How did we fair financially in 2022? What is the budget for 2023 looking like?

3) Membership fees and special offers for 2023?

4) AGM preparation - is everyone willing to stand again? I think it is me to stand down this year.

5) Christmas party was rubbish. I have written to the hotel requesting a full refund. I know I won't get anything but they have to know how displeased we are. Perhaps need to let attendees know that we have contacted the hotel in the hope that it does not put people off for next year.

6) Quiz - Jan Goldsmith was only helping a couple to run a quiz (they are no longer members) so we don't have anyone to run it at present.

7) I will update the club documentation over the next month or so as it is due for review this month

Committee Thoughts

We discussed the above areas.

1. It was agreed we should do this ourselves and DB will investigate what the sand is. A question was raised about the risks of doing it ourselves, but it was agreed that the risks of not doing it outweighed these.

5. CB (by proxy) suggested Christchurch Sailing Club for 2023 Christmas party. Had good reviews from a couple of members. Has limited availability – Committee agreed that this sounds worth investigating and DB/ CB agreed to do so.

6. Stuart/ Carolyn will do April 1st Quiz with Fish and Chips.

10 Pin Bowling – it was agreed to proceed with this and DB will look into Saturday 21st April and will communicate/ advertise this to the members.

Item 5 – Treasurers Report

TREASURERS REPORT for Committee Meeting on 16/01/23

Payments made during Nov and Dec over £250 are as follows:

08/11/2022	Dave Sanger Coaching	£291.67
06/12/2022	Dave Sanger Coaching	£344.67
08/11/2022	Liana Hodgson Coaching	£315.00
06/12/2022	Liana Hodgson Coaching	£270.00
21/12/2022	LTA Loan Repayment	£750.00
30/12/2022	Engie Power Electricity for Nov.	£339.68

Receipts and Payments

Please see attached a Summary of Receipts and Payments for the year to 31/12/22

Repairs were high in Nov due to payments made to Colin Reeves for installing new gravel boards.

Other expenses include £180 Local Giving annual subscription and the excess cost of the

Xmas Party of £162. I also attach a schedule showing the actual for the year compared to

the original budget.

The main variances are:

- Reduced membership fees	-2,158
- Reduced coaching costs and junior comm	3,762 (£1.2k still to be paid re 2022/23 fees)
- Lower electricity costs	859
- Increased cost of court Resurface	-2,732
- Cost of bird spikes on floodlights	-2,044

Overall the closing bank balance is £600 better than expected but the sinking fund is down by £2.7k.

Year End Accounts

I attach a draft Balance Sheet and Profit and Loss Account for the Year End Statutory Accounts. These show a profit for the year of £10k compared to a loss for the previous period of £4.8k (however this was after incurring car park repairs of £19k).

Budget

I attach my budget for 2023 and a schedule showing the basis for the membership income.
No increase in fees has been included in my budget.

Overall net income is £19.6k giving an increase in club funds of £5.2k

Committee Thoughts

We discussed the management accounts and budgeting for 2022-23 and agreed everything is in good order.

Budgeting and membership costs for 2023-24 were discussed which resulted in a number of actions to be taken.

DS and CG will look at possible membership dropouts for 2023-24 to help budgeting.
CG will attend a membership seminar and try to investigate what other clubs are proposing for membership cost changes.

Item 6 – Coaching Report

Head Coach report Jan 2023

Review of data:	June	-2017	-2018	-2019	-2020	-2021	-2022	-2023
• 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.	120
• Total		331	346	335	338	378	364	
• Junior Coaching Groups		21	21	20	41	40.	40.	40
• Individual Coaching members		50	50	40.	50	50.	28	28
• Individual Coaching non		8	8	5	6	6.	6	6
• Group Coaching Adults		40	40	35	46	55.	40	35
• Total		119	117	100	143	151.	114	109
• Disability Members		52	52	52.	40	55.	55	55
• Disability Community/Sch		50	74	76	0	54.	45	45
• Schools Primary/Sec		60	65	60	10	32.	24	18
• Total		162	167	164	50	141.	124	118

- **Attendance at Junior Sessions**

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

- **Attendance at Girls Members**

8+ before

- **Attendance at Mini/Junior coaching programme** online booking via Clubspark
Just starting 1st week of the 10 week programme all looks reasonable. Have lost around 20 children on programme, have gained 5 new players.

Attendance at Adult coaching programme online booking via Clubspark

Some 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 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 and Sat 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 1 attendee

- *Individual lessons with around 8 participants
- *Walking Tennis with 4players.

Finance –

- **Competition programme**
Box League using Scala Sports App starts feb.
Sunday 22nd January 1-3pm Dorset mini red slam event courts 4-6
- **Social programme**
- **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 10 participants £80PP (coaches Dave, Matt, Zoltan, Ray, Taylor, Matt Brown, Dimitri Antonio, Sarah Males, David Bull)

*Dorset SENSE disability course Tues 7th March 12.30-3pm

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 – January 2023

Regulatory Reporting

Annual Return (Confirmation Notice) submitted

Nothing else to report

Committee Thoughts

None

Item 9 - Membership Secretary Report

Membership update below;

We had four new members in November, no new members in December, and so far four new members in January. Details below.

Membership Group	Total Paid Members as at 311222	New Members in January	Total Paid Members as at 310123	Income
Adult	100	Richard Bates, Paul Grogan, Laura Simpson, Peter Kirk	104	£21,950
Country	2		2	£300
Family	10		10	£2,300
Over 65's	72		72	£14,598
Students	7		7	£519
Juniors	46		46	£2,815
Girls Friday Club	12		12	£423
Totals	249		253	£42,905

Proposed Changes to the member information pack.

For background - when any new member joins the club, once their fee is paid, I send them a 'new member' greeting email. This email has an attachment, which is the Membership Info Pack. There is one for Juniors, and one for Adults.

The Adult pack contains references to the Membership Cards, which we used to give every member, but which recently we decided to do without until further notice. I therefore need to update the Adult pack, and change the wording, which the committee subsequently needs to agree.

Proposal;

Old Wording

Club sessions need to ensure that everyone has equal access to the courts and equal court time. This is particularly true when there are players waiting to play, so like many clubs we operate a 'peg board' system. Each member has a named membership card, which needs to be placed on the peg board as soon as the member arrives.

You place your membership card in the waiting area if you are waiting to play, and move it to the pegs for the relevant court when you go on-court.

Established members will be pleased to explain how the board process works, and you will I am sure pick it up quite quickly. It is only by using the board properly that we can be fair to all members, and ensure everyone gets their share of available court time.

And don't forget to take your card with you when you go home!!

New Wording

During club sessions we all need to ensure that everyone has equal access to the courts and equal court time. This is particularly true when there are players waiting to play, so it is important that players leave the court when their set has been played and return to the patio/clubhouse area, in order to await their turn to play again. Priority must always be given to any member who is waiting to play, especially if they have not yet played at all in that session.

Committee Thoughts

Committee discussed the above and agreed CG's proposed wording change.

Item 10 - MATCH SECRETARY REPORT

Match Sec Report January 2023

This year has been unprecedented with the number of matches which have had to be rearranged due to the weather. Some teams have only played 1 or 2 matches so far and things will be a little chaotic for the last 2 and a half months of the season. Only 20 matches have been played out of a total of 65.

Both a Mens & Ladies Team to be entered for H & IOW for summer 2023 and 11 teams for Dorset League.

Committee Thoughts

The committee had nothing to add.

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

CG/DB covered several issues in their sections (Door closer, lock, and Court Sand) and there were no other issues.

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

There were no items for AOB although several related items were raised in separate sections.

Action points from the meeting

- CB/ DB to investigate Christchurch Sailing Club for Christmas Party 2023.
- DB to co-ordinate and advertise the proposed 10 pin bowling for 21st April.
- DS/ CG to consider potential membership dropouts for 2023-24 to help guide budgeting.
- CG to attend membership seminar and investigate what other clubs are doing about membership costs for this year.

Next meeting: Friday 24th March 2023 at 12.30 pm. AGM to be 24th April 2023.