



**MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB**  
**Friday 17th March 2023 – 12.30pm**

**Present**

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

**1. Apologies**

None – everyone present.

**2. Minutes of last meeting** – 16<sup>th</sup> January 2023 - Agreed.

**3. Matters arising**

- ~~CB/ DB to investigate Christchurch Sailing Club for Christmas Party 2023. (done)~~
- ~~DB to co-ordinate and advertise the proposed 10 pin bowling for 21<sup>st</sup> April. (done)~~
- ~~DS/ CG to consider potential membership dropouts for 2023-24 to help guide budgeting. (done)~~
- CG to attend membership seminar and investigate what other clubs are doing about membership costs for this year. – ~~(Done – but didn't get much info as clubs are undecided).~~

## **Item 4. Chairperson's Report**

### **Chairpersons report to Committee 17<sup>th</sup> March 2023**

#### **Ray Burningham Retirement**

Ray was presented with £150 a gift voucher on his retirement for his favourite cycle shop (Primera Sports).

Colin met with Paul Woods and Ray at a local hostelry to hand over the voucher as Ray did not want a "fuss".

The committee would like to thank Ray for everything he has done for the club over the last three decades.

#### **Sanding of courts 1-3**

I would like to record our thanks to Dave and Matt Sanger for distributing a tonne of sand on the courts. It was made very difficult as the sand spreader was broken and the sand had to be distributed by hand.

The sand spreader has now been repaired by Colin which has saved us buying a new one.

#### **Outstanding maintenance issues**

Individual toilet flush mechanism is sticking.

Ladies toilet not flowing away properly

Telephone extension cable need installing to the office

Court 2 net band fixing need repairing

Mini court lights have shorted out and one requires replacing.

Need to get smart meter on the gas supply installed (need details from Carolyn)

Fire Risk Assessment currently in preparation

Need to arrange H & S walk around (will contact Paul Woods)

Club documentation has been reviewed and updated where appropriate.

#### **Membership Fees**

We discussed membership fees at the last meeting but did not come to a final decision.

Please come along armed with your thoughts on the issue.

#### **Membership Special Offer**

Colin will implement the "14 months for the price of 12" membership offer towards the end of March.

#### **Bowling Evening 21 April**

We have 17 participants to date.

Do we have enough to go ahead?

A reminder will be sent out next weekend if we do.

Closing date 26th March

### **Quiz night 1st April**

We have 27 participants to date.  
Is there a maximum that we can cope with?  
A reminder will be sent out.  
Closing date 31st March

### **Christmas Party 2nd December 2023**

Christchurch Sailing Club has been booked and a deposit of £500 paid.  
A disco has been booked (by Celia) for the evening  
Maximum number of 80 in tables of 6.  
Approximate cost will be £37  
Details much nearer the time.

### **Christmas Party 2022 Refund**

A refund of £780 (£10 per person) has been received from the hotel  
Attendees have been offered a refund or the option to donate to the disability fund.

### **AGM 24th April Preparation**

I have created a directory on the website to hold our reports.  
Reports need to be available to members by the end of March.  
Can we please start at 19:30 to give me more chance of arriving on time?  
Are we providing "cheese and wine"?

### **Club Tournament Sunday 8th October**

I will contact Zoltan to see if he is willing to run the club tournament. (ZH has now agreed to this)

### **Committee Thoughts**

We discussed the above areas.

Mini Court Lights have a fix in progress.  
CG will speak to Andy (plumber) re toilet fix.  
We agreed to proceed with the bowling evening.  
We will provide cheese and wine at the AGM.

A question was raised about introducing an older double section to the club championships, and a Plate competition. DB agreed to discuss with ZH, however the concern with a plate competition will be the amount of organisation and work this creates). (ACTION DB)

## Item 5 – Treasurers Report

### TREASURERS REPORT for Committee Meeting on 17/03/23

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

07/02/2023	Dave Sanger	£398.33
	Coaching	
06/02/2023	David Bull	£292.40
	Sand for courts	
05/01/2023	New Balls	£279.00
	Balls for Disability Tennis	
31/01/2023	C.Barron	£337.39
	Jan cleaning plus match balls	
28/02/2023	Engie Power	£311.94
	Electricity for Jan	

#### **Receipts and Payments**

Please see attached a Summary of Receipts and Payments for Jan and Feb.

#### **Budget**

I attach my budget for 2023 and a schedule showing the basis for the membership income. A 2% increase in fees (Excl juniors) has been included in my budget.

Overall net income is £21.6k.  
After increasing the sinking fund contribution to £16k

## Committee Thoughts

CD had prepared a budget for 2023/24 based on some initial membership price and membership number projections.

A range of views were given regarding what we should do with membership prices. The agreed approach was to increase fees by something around 4-5% for each category, rounded to a £5 amount for administration purposes.

CG gave us a feel for what St. Leonards and Hale Gardens charge.

The agreed changes were as follows;

Category	Current Cost	2023/24 Cost
Adult	£245	£255
Over 65's	£220	£230
Juniors	Leave unchanged	Leave unchanged
Girls Friday Club	£40	£45
Family	£490	£510
Country	£150	£160
Students	£80	£85

It was also agreed that there should be no short-term membership for student which effectively pro-rata's the £85 down. The Student category cost is already calculated on the assumption they are only in the area for part of the year.

## Item 6 – Coaching Report

### Head Coach report March 2023

Review of data:	June	-2017	-2018	-2019	-2020	-2021	-2022	-2023
• <b>Adult members</b>		162	168	164	169	199.	187	199
• <b>Junior members</b>		58	64	77	63	66	57.	64
• <b>Mini members coaching</b>		111	<b>114</b>	<b>94</b>	<b>106</b>	<b>113.</b>	<b>120.</b>	<b>120</b>
<b>Total</b>		<b>331</b>	<b>346</b>	<b>335</b>	<b>338</b>	<b>378</b>	<b>364.</b>	<b>383</b>
• <b>Junior Coaching Groups</b>		<b>21</b>	<b>21</b>	<b>20</b>	<b>41</b>	<b>40.</b>	<b>40.</b>	<b>40</b>
• <b>Individual Coaching members</b>		50	50	40.	50	50.	28	28
• <b>Individual Coaching non</b>		<b>8</b>	<b>8</b>	<b>5</b>	<b>6</b>	<b>6.</b>	<b>6</b>	<b>6</b>
• <b>Group Coaching Adults</b>		<b>40</b>	<b>40</b>	<b>35</b>	<b>46</b>	<b>55.</b>	<b>40</b>	<b>35</b>
<b>Total</b>		<b>119</b>	<b>117</b>	<b>100</b>	<b>143</b>	<b>151.</b>	<b>114</b>	<b>109</b>
• <b>Disability Members</b>		52	52	52.	40	55.	55	55
• <b>Disability Community/Sch</b>		<b>50</b>	<b>74</b>	<b>76</b>	<b>0</b>	<b>54.</b>	<b>45</b>	<b>45</b>
• <b>Schools Primary/Sec</b>		60	65	60	10	32.	24	18
<b>Total</b>		<b>162</b>	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+

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

**Attendance at Adult coaching programme** online booking via Clubspark

Groups are well attended. New rusty rackets sessions added and have decent attendance.

- **Schools & Community programme**

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

\* SEND School games competition on Tues 2<sup>nd</sup> May 1-3pm and Tues 23<sup>rd</sup> May 1-3pm

- **Disability programme**

\*Down Syndrome (DS) Active Sessions Sat11.30am-12.25pm for ages 12-18yrs old - 5 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.  
\*Dorset SENSE disability course Tues 7<sup>th</sup> March 12.30-3pm went well with 13 participants

#### **Finance –**

- **Competition programme**  
Box League using Scala Sports App starts feb.  
Sunday 2<sup>nd</sup> April 130-3.30pm Fun team challenge 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 24<sup>th</sup> March 2023 8.30-4pm Emergency first Aid at work course for max 10 participants £80PP (coaches Dave, Matt, Zoltan, Ray, Taylor, Matt Brown, Dimitri Antonio, Sarah Males, David Bull, Paul woods)
  - \*LTA Big tennis weekend Open day
  - \*LD Tournament 15<sup>th</sup> July 1.30-4pm
  - \*Disability coach training Sat 29<sup>th</sup> July 1.30-4.30pm
  - \*Play your way to Wimbledon Junior singles 11-14yrs old, Junior doubles 11-18yrs old, Adult doubles 19+ years (mens/ladies), WTN 20-50 from April- 4 June 2023
  - \*Junior Team Tennis U8, U9, U10 & Boys U14

#### **Committee Thoughts**

Committee discussed the above. An agreement, in principle, was made for us to hold a Saturday afternoon Big Tennis Open Day in June/ July. This may coincide with a Hants and Dorset home game so that there is quality tennis to watch. We may add Pickleball to the open day.

ZH asked by the LTA if we can run an adult tournament. DS advised we need to run 2 tournaments a year to retain LTA accreditation. We agreed it is probably possible to run one for the coronation weekend – it is not expected to interfere significantly with members tennis – 3 courts will remain open.

**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 – March 2023**

#### **Regulatory Reporting**

None due

#### **AGM**

AGM Monday 24<sup>th</sup> April 7PM

- Notices have to be issued at least 21 days before (Monday 3<sup>rd</sup> April at latest)
- We need to consider methods to improve attendance. Wine and nibbles are the best option?
- CB and DL stood down in October 2021, and CD and CG stood down in April 2022, therefore I feel it is DB and CB to step down.
- Standard Agenda – needs confirming/ finalising

#### **Other**

Buildings Insurance due May

Nothing else to report

#### **Committee Thoughts**

DL agreed to send out a draft agenda for the AGM.

## Item 9 - Membership Secretary Report

Membership update below;

Membership Group	Total Paid Members as at 280223	New Members in February	Total Paid Members as at 310323
Adult	107	Anne Harris	108
Country	2		2
Family	10		10
Over 65's	72		72
Students	8		8
Juniors	52	Molly Khune, Hugo Whitwam, Sam Berenyi	55
Girls Friday Club	12	Emma Quay	13
Totals	263		268

We have two members (Martin rees-Davies and Anne Harris) who have paid for March, on the understanding that they will take advantage of the 'April Special Offer' when it comes available.

We also have two further prospective Adult members waiting for the April offer before they formally join.

One new junior (Berenyi) has yet to pay but is included in the numbers.

### Committee Thoughts

CG talked us through this, there were no questions.

## **Item 10 - MATCH SECRETARY REPORT**

### **REPORT MARCH 2023**

Quite a few matches left to be played which could affect final League positions for winter season (which as we all know has been a difficult one weather wise) Summer season starts April 1<sup>st</sup> & all fixtures have been set and sent to captains. Thanks to Matt for booking all the courts for these matches.

League standings as of March 15<sup>th</sup>

MEN'S 1 (Capt Lloyd Harkcom) Div 1 - 7<sup>th</sup> . Need to win last 2 matches to stay up

MEN'S 2 (Capt Owain Gosling) Div 3 - 6<sup>th</sup>

MEN'S OVER 45S (Capt Pat Browne) Div 1 - 3<sup>rd</sup>

LADIES 1 (Capt Cleo Reid) **Winners of Div 1**

LADIES 2 (Capt Carole Young) Div 1 - 6<sup>th</sup>

LADIES 3 (Capt Karen Goodlet) Div 3 - 4<sup>th</sup>

LADIES OVER 60S (Capt Celia Barron) - 3<sup>rd</sup>

MIXED 1 (Capt Kirsty Holmes) Div 1 - 2<sup>nd</sup>

MIXED 2 (Capt Lena Chavez) Div 2 - 3<sup>rd</sup>

MIXED 3 (Capt Dan Light) Div 6 - **1<sup>st</sup> Promoted to Div 5**

### **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 (Toilet and Mini Court lights) 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 6<sup>th</sup> March 2021.

### **Committee thoughts**

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

## **Item 14 - AOB**

1. Club Clothing – Is it working? CG asked as he was sent an introduction from a provider. Action – CG will look into whether we can improve what we do currently.
2. Reserve fund model. We discussed the timing of when the next set of courts need to be, and whether they need to be as far out on our model as they are now. It was agreed that maybe they don't need to be that far out, but more cost will be involved in repairing the base for them. Action – DB agreed to get a proper quote so we can assess this.
3. Neil Mackley has mentioned to Celia that his wife would be willing to help on the committee but is not a member. We discussed what is possible and agreed that help and assistance can be provided, but no official responsibility/ powers or voting can be granted.
4. DB mentioned that Keith Mitchell had forwarded an email to him regarding our defibrillator, explaining that the consumable parts will not be available from 2026 and that we may require a new one. DS felt that the LTA may pay/ contribute towards this and DB agreed to send him the email to look into. (Action DB/DS).

## **Action points from the meeting**

- DB to discuss running Plate/ Older age doubles in club championship, with ZH.
- DL to circulate draft AGM agenda
- CG to contact plumber regarding toilet.
- DB/DS to communicate further regarding the defibrillator issue and LTA assistance.
- DB to obtain a proper quote for the replacement courts 4-6 including the repair to the base.
- CG to look into club clothing further.
- Someone (? Unclear who) to contact Neil Mackley or his wife regarding assistance for the committee.

**Next meeting: Friday 12<sup>th</sup> May 2023 at 12.30 pm. AGM to be 24<sup>th</sup> April 2023.**