



**MINUTES OF COMMITTEE MEETING – SOUTHBOURNE TENNIS CLUB**  
**Friday 12th May 2023 – 12.30pm**

**Present**

David Bull (DB), Daniel Light (DL), David Sanger (DS), Colin Gilbey (CG), Celia Barron (CB), Claire Mackley (CM).

**1. Apologies**

Carolyn Day (CD)

**2. Minutes of last meeting – 17<sup>th</sup> May 2023 - Agreed.**

**3. Matters arising**

- DB to discuss running Plate/ Older age doubles in club championship, with ZH. (Discussed – see under chairmans section)
- ~~DL to circulate draft AGM agenda (done)~~
- ~~CG to contact plumber regarding toilet. (done)~~
- DB/DS to communicate further regarding the defibrillator issue and LTA assistance. (we are ok until 2025 with our current parts – DB has ordered child pads for the defibrillator however).
- DB to obtain a proper quote for the replacement courts 4-6 including the repair to the base. (DB Waiting to hear)
- CG to look into club clothing further. (This has been investigated and closed with no change – the new potential company were not interested in us (too small)).
- ~~Someone to contact Neil Mackley or his wife regarding assistance for the committee. (done)~~

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

### **Chairpersons report to Committee 12<sup>th</sup> May 2023**

- 1) New external furniture has been delivered and assembled by Colin Reeves. The old furniture has been given to Zoltan
- 2) Currently attempting to get the security system working again (it has stopped working for some unknown reason). Trying to arrange a visit from the engineer
- 3) Awaiting a response from a court supplier for a visit to provide a quote for courts 4-6
- 4) Fire Risk Assessment and Fire Emergency Procedure completed with new signs on order
- 5) Annual Health and Safety walk around being arranged with Paul Woods
- 6) Need to decide format of Club Tournament
- 7) Pickleball weekly club session commences June 4th from 14:00 - 16:00
- 8) AGM action to send Peter Richardson detailed accounts for 2022 has been completed

### **Committee Thoughts**

We discussed the above areas.

Club tournament was discussed at length with options for the format of the competition and whether we use ZH's LTA software for running it.

We discussed whether to have a Plate or no Plate. A full Plate competition, with no Tier 1 and Tier 2 was not favoured – as the committee agreed that the competition is better with Tier 1 and Tier 2. However, it was agreed that, as a trial, we could run Tier 1 and Tier 2 competitions with a 1 round plate, providing a second match for those who lose their first round game.

We also agreed to try using ZH's LTA software for the competition which, whilst it may have teething issues in the first year, could simplify certain aspects, and could simplify future years competitions.

The possibility of an over 60's tournament was raised. It was felt it is better to keep this out of the club tournament but that we would look at running an over 60's tournament separately.

A discussion regarding gift aiding club fees was held around some possible benefits available to us, however, on reflection there does not seem to be an opportunity to claim gift aid on any element related to normal club fees, so this was not pursued.

Regarding the request for further information regarding our cash holdings made at the AGM, DB advised he will ask CD to do a layman's guide to the accounts for the next AGM showing this.

## Item 5 – Treasurers Report

### TREASURERS REPORT for Committee Meeting on 12/05/23

Payments made during Mar and Apr over £250 are as follows:

06/04/2023	Dave Sanger Coaching	£432.33
13/03/2023	Dave Sanger Coaching	£488.33
06/04/2023	Liana Hodgson Coaching	£285.00
13/03/2023	Liana Hodgson Coaching	£265.00
06/04/2023	Zoltan Horvath Coaching	£360.00
26/04/2023	Robert Dyas Outdoor chairs x 12	£397.98
26/04/2023	Amazon Outdoor Tables	£350.00
24/03/2023	BCP Rubbish clearance 2023/24	£750.10
20/03/2023	Joy Aubin Independent Accountants fee	£375.00
31/03/2023	Engie Power Electricity for Feb	£274.76
13/03/2023	D.Bull Deposit for Xmas Party	£500.00

#### Receipts and Payments

Please see attached a Summary of Receipts and Payments for the 4 months to 30/04/23. Membership income is above that expected at this stage, Fundraising is the balance of money received from the quiz and bowling evenings Interest received is higher than budget as I have placed more money on deposit to take advantage of the higher interest rates.

Disability income in April reflects the Xmas party refunds donated.

Other expenses includes the cost of items purchased following the first aid course.

Clubhouse furniture is the purchase of 2 tables and 12 chairs for the front side.

#### Budget

The final budget is attached and shows a comparison to the 4 months actual .

### **Committee Thoughts**

DB, in CD's absence, explained that all disability coaching fees are paid directly to the coaches, rather than through DS Coaching Ltd.

There were no other questions.

## Item 6 – Coaching Report

### Head Coach report May 2023

Review of data:	June	-2017	-2018	-2019	-2020	-2021	-2022	-2023
• <b>Adult members</b>		162	168	164	169	199.	187	210
• <b>Junior members</b>		58	64	77	63	66	57.	70
• <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>400</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>36</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>40</b>
• <b>Total</b>		<b>119</b>	<b>117</b>	<b>100</b>	<b>143</b>	<b>151.</b>	<b>114</b>	<b>110</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**

**12+**

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

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

Groups have good attendance. .

- **Schools & Community programme**

\* St Katherines & St Peters After school club started with approx.. 12 children

\* SEND School games competition on Tues 23<sup>rd</sup> May 1-3pm and Tues 13<sup>th</sup> June 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. NEW Westborne Day Centre Monday 5<sup>th</sup> June 11.30-12.15pm

- \*Diverse Abilities group with 4players
- \*Open Court Junior Programme on Tues 5pm with 2 attendee
- \*Individual lessons with around 8 participants
- \*Walking Tennis with 4players.
- \*Dorset LTA disability course Sat 29<sup>th</sup> July 1.30-4.30pm

#### **Finance –**

- **Competition programme**  
Box League using Scala Sports App started April with 27 players.  
Sunday 4<sup>th</sup> June 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**
  - \* Emergency first Aid at work course all completed
  - \*LTA Big tennis weekend Open day – Dorset LTA funding – Pickleball - Sat 1<sup>st</sup> July ???
  - \*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
  - \*Seniors Tournament ??
  - \*Dorset Mind session Mon 22<sup>nd</sup> May 2-3.30pm Trinity Church

## **Committee Thoughts**

The above was discussed.

Scala Box league – a few members did not get the reminders for this and DS placed these manually into the leagues, which the committee felt was appropriate as the idea of the box leagues is to provide some structured competition for members that want it.

LD Tournament – DS advised he will need some helpers and a BBQ for this.

Possible 45's – 70's Tournament (Open). Similar to Milford Tennis Club ran recently. Perhaps 13<sup>th</sup> – 20<sup>th</sup> August (11-4 or 11-6), but not as yet sure how many courts would be required. This should however be able to protect ALL members club sessions, and this is generally a quiet week for the club (mid summer holidays).

It was agreed ZH can investigate further, and we would need to know how many courts would be needed, times of play, as well as requirements for food etc.



**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 – May 2023**

**Regulatory Reporting**

None due

**AGM**

- Well attended
- Minutes written up

**Other**

Buildings Insurance renewal done – 15<sup>th</sup> May

Nothing else to report

**Committee Thoughts**

None

## Item 9 - Membership Secretary Report

Here is the last and final status report for his membership year. We have reached, with the help of the April special offer, a total of 281 paid members.

We know that some of these are currently not playing, and a couple have said they will not re-join until and unless their health improves, so I am assuming the usual loss/wastage of 5% plus in the coming year. Nevertheless, this feels like a good achievement given the state of the economy etc, etc.

Membership Group	Total Paid Members as at 280223	New Members in March	New Members in April (Not Special Offer)	Special Offer new members	Total Paid Members as at 050523
Adult	107	Anne Harris, Martin Rees-Davies	Richard Helliar, Giverny Helliar	Anne Harris, James Martens, Ruth Spencer, Martin Rees-Davies, Ross Blackmore, James Moffat	115
Country	2				2
Family	10			James Austin, Louise Austin	12
Over 65's	72			Duncan Wilkinson, Anna MacBean	74
Students	8				8
Juniors	52	Molly Khune, Hugo Whitwam, Sam Berenyi		Riley Austin, Jude Austin (Family members)	57
Girls Friday Club	12	Emma Quay			13
Totals	263				281

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

## Committee Thoughts

CG talked us through this, there were no questions.

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

### **REPORT MAY 2023**

Very little to report as it's early in the season. 3 matches postponed and 10 played (up to 8<sup>th</sup> May.)

The main issue is supply of Babolat Gold balls. Dave & I have been looking into sourcing a suitable replacement.

### **Committee Thoughts**

We discussed the balls which are under consideration, Head Tour, and these are being tested by a range of club and team players.

The committee had nothing to add.

## **Item 11 - SAFEGUARDING REPORT**

### **Safeguarding Report**

No issues to report

New guidelines sent from LTA – these have been put onto website though there is little difference from previous ones.

### **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**

There are no known maintenance issues currently.

### **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. CB feels that the club does not always require cleaning twice a week, and that sometimes once a week may be sufficient. The committee agreed to be guided by CB on this matter.
2. Tea and Coffee – CB requested that we remind people they should pay for their tea and coffee. DB agreed to do this.
3. Club Tennis Balls – it is not unusual for groups of individual (fixed 4's) to make use of club tennis balls for their play. It was agreed that people should be reminded that club balls are only supplied for the club sessions.
4. Honours board – The honours board has not been updated reflecting the 2022 results, and CG agreed to get this done.
5. Claire Mackley – Claire has offered to help out the committee where she can. DB explained that help is very welcome, and the committee agreed that anything Claire feels she can help with will be very much welcomed. Areas such as club maintenance and fund raising were discussed and were areas Claire felt she will be able to assist. It was agreed that Claire's assistance is very much welcomed and the role can develop as time goes on.

Claire is not a member of the tennis club and as such the role will not be a role carrying official club title or voting rights. The committee and Claire are aware there may be occasions where items need to be discussed privately, but these are probably infrequent..

## **Action points from the meeting**

- DB to continue to seek a proper quote for the next set of courts including repair of the base.
- DB to ask CD to do laypersons guide to the cash holdings at the next AGM
- DS to discuss possible age 45-70's tournament with ZH and request further detail of court and food requirements etc.

**Next meeting: Friday 9<sup>th</sup> July 2023 at 12.30 pm.**