

4th Annual General Meeting of Almondsbury and Bradley Stoke Tennis Club

12th Jan 2023 at 7pm

Present:

Becci Quick, Maggie Tyrrell, Jane Marshall, Margrielle Blake, Nigel Notton, Bruce Barnard, Naomi Buckler, Simon Buckler, Cheryl Freston, Saikiran Charkonda,, Toby Huddleston(via teams), Andy Alhadeff (from item 4), Cath Coombs from item 5.

1. Apologies for Absence

Helen Siwek.

2. Minutes of the meeting of 14th Oct 2021

Minutes of the meeting of were approved. Maggie Tyrrell proposed, and Margrielle Blake seconded. All in favour.

3. Matters arising

No matters arising not covered by agenda

4. Chairs Report (previously circulated, also see Appendix)

Bruce Barnard gave a brief overview of the Chairs Report.

Objectives for committees were set up at beginning of year, (including getting 250 members which includes adults and juniors, this is about the maximum for four courts as recommended by LTA). We have set up a ten year business plan. The figures are looking encouraging – plan has been circulated but yet to be approved. We need the expansion in order to grow the club and also in order to keep the best coached kids so we can play all year round, all day. There is a shortage of courts like this in Bristol.

We'd like to do the following:

- to upgrade existing facilities and then to have two extra courts
- while we are at a break even point, we do need to put money into long term fund
- we need an agreement with the ASCC if we want to expand- this can be tricky as the membership of the ASCC often changes
- we need planning permission if we want to do the two extra courts
- we'd need substantial funds – from LTA (Loans not grants)

Some extra things to note:

a. We also are considering adding padel courts. Padel generates a lot of extra cash. Padel is played by families. Question about pickleball? It is thought padel was the one to concentrate on.

b. We are also continuing to work on health and safety (thanks to Jane here).

c. Have been working on relationships with the ASCC and are negotiating heads of agreement. Prob need 25yr rights in the club, also need to play 24/7. The issue with cricket is still ongoing but we are fighting to make sure that we can have rights to continuous use?

d. Voting system was introduced for trustees as meetings are only four times a year.

e. Pay and play is very viable during the day time so we will continue to market that. LTA keen on this as well. Can be a feeder for members. Could be bringing in up to an extra £1000 a year.

f. We did need to smarten up the club and the clubhouse. Thank you to Becci for putting the floor down and Cath for the painting. Toilets have been upgraded (key to dangerous chemicals cupboard should be in

the top drawer of office cabinet). Fence was painted before it got knocked down! Has now been replaced so needs painting again. Fencing by carpark has been replaced and lighting repaired. Courts cleaned and moss removed. Lots has been done but we need to keep going.

(The mess from fireworks was raised – Maggie explained the courts were covered but unfortunately the tarpaulins were removed carelessly).

g. We're aiming to improve the standard of the league teams in order to improve the image of the club. We've benefitted from the teams coaching from Toby and team which has helped.

5. Treasurers Report

The courts do need resurfacing, so we do need to put money aside, but we want to do this at the right time and co-ordinate with the main works for the tennis club (and perhaps even the main works to the site as a whole). We are increasing the amount in the bank.

Tennis expenditure was £12k against £31k income last year.

Gas and electric is fixed until 2024.

Balls cost about £600 a year.

Becci is sorting out the league costs, but takes a little while. See if we can set it up like an invoice. Could someone else perhaps take this on?

Accounts for year end March 31st 2022 were circulated- they've been audited by the independent examiner and will be put on the charity commission website. The accounts were received.

6. Committee reports

No committee reports submitted.

Coaching report

Toby Huddleston gave a brief overview of the Coaching during the year:

- Junior sessions weekly 175 booked by 130 kids (goes down just a bit in the winter)
- Adults – seven sessions in the week – only Friday we don't run. Done three intensive camps which have gone down well.
- Three senior coaches, Joe has joined but will leave to go back to Bath in June.
- Some of the juniors are now available as hitters – some of the younger ones are booking that.
- Three Level Ones.
- One more about to do Level One.
- 11 junior teams currently playing in the winter national leagues.
- 17 juniors in the AVon county squads
- 5 players in the LTA performance regional squad. (9 and unders)
- Lots of kids have been through the camps.
- Spaces for 11 and unders but no spaces currently in the over 11. Toby doing a schools special this term.
- We are now working in Tockington – going to the school to do after school coaching on their premises.

Toby does tasters in local schools:

Meadowbrook, patchway, coniston, holy trinity, st marys, bowsland green (trying to get Almondsbury on board). Maggie said that the LTA recommend this anyway.

Bruce thanked Toby for his great work – and Toby said he very much enjoyed working with the club.

7. Retirements and (re)election of trustees

A third of trustees have to retire each year by constitution (although can be re-elected).

Becci proposed to stand as treasurer, Bruce proposed, seconded Nigel, all in favour, duly re-elected

Naomi to stand as secretary, proposing Becci, seconded Nigel, all in favour, duly re-elected.

8. AOB

Jane said that she had been discussing with Toby about how to encourage more parents to come into the club. Eg, Could we have an honesty box for coffee, or put some signage up to tell people about wifi etc.

Maggie explained that there will be a coffee van coming to the site in a short while, (a requirement of having EV charging points). But no reason we can't also have our own coffee.

Notice boards need to be updated. (eg how to get on the committee).

We need to get a survey out. And asking people for ideas. Would people be interested in a club visit to a place to watch tennis eg roland garros – Toby said he could help to organise,

Sai asked- Do we do stuff on social media? Answer was a bit, but we should do more! Very open to offers of help.

Appendix

Chairs Report (previously circulated)

At the start of the year, we set some objectives for both the trustee and club committees.

For the trustees these included

1. Developing a 5-year plan

Work on this has continued throughout the year. We now have not a five but ten-year plan accompanied by an appropriate cash flow.

The plan is in three phases:

- o First to upgrade existing facilities and add two new courts
- o Second to cover two courts
- o Third to add Paddle courts

2. Ensure we fully comply with health and safety regulations and safeguarding

This was dealt with at the start of the year and is now fully in place

3. Develop a better relationship with the ASCC and individual sports.

Maggie, the club's representative at ASCC trustee meetings and I have sought at all opportunities to develop a closer relationship. This we have achieved with the chairman commenting on the club's professionalism. Currently a contract is being negotiated setting out both the ASCC and our responsibilities. This includes steps hopefully to resolve the cricket ball problem. 4. Speed up decision making

In the past gaps between meetings has hindered progress. This has now been overcome based on an email polling system which can get important decisions agreed within 36 hours.

For the Club Committee these included

1. Achieving and maintaining 250 members, 50% each adult and juniors

Membership levels vary month by month owing to the club having no fixed subscription date. This creates fluctuations at around 240 members. Some months are higher and others lower. Recognising that our four courts capacity is approximately 250 members, our recruitment campaign has been limited.

2. Get pay and play fully established

The committee recognised the following advantages that this could achieve:

- o More people recognising the benefits the sport offered in terms of their physical and mental well being

- o A feeder to club memberships
- o Use of underutilised courts to boost the club's income.

The programme has done well and is forecast to achieve an extra £1000 in the current financial year.

3. Smarten up the club's facilities with an eye on improving its image

The following have been achieved:

- o Kitchen replaced and the flooring throughout the majority of the club house relayed
- o Toilet upgrades including a lockable cabinet for cleaning chemicals dangerous to children
- o Wooden front fence repaired and repainted. Unfortunately, it has now been broken by a lorry, the owners of which have agreed to repair the damage
- o Badly damaged court netting facing the club house replaced
- o Courts cleaned
- o Floodlighting repaired

4. Develop the men's league match performance

This is seen to be very important to the clubs standing. It demonstrates it can offer all standards of play. It was agreed by the team members that the professional staff's involvement would be valuable, as it has proved to be.

All in all, the club finances are healthy and great progress has been made towards achieving its business plan mission statement: "Open to all wishing to play tennis within a 20-minute driving time from Almondsbury. Giving both existing and potential plays the opportunity to play, compete, have fun, at a quality facility, gaining the physical and mental health benefits offered by the sport"

Almondsbury Tennis Club

Income & Expenditure Account

	<u>As At 31/03/22</u>	<u>As At 31/03/21</u>
<u>Income</u>		
Membership Dues	£ 19,638	£ 16,965
Coaching	£ 8,533	£ 2,278
Tournament Entry Fees	£ 1,190	£ 118
Disability Account	£ -	£ -
Clothing	£ 261	£ 78
Catering	£ -	£ 80
Guest Fees	£ 400	£ 371
Match Fees	£ 86	£ 98
Miscellaneous Income	£ 726	£ 141
Grants	£ -	£ 696
Bonus Ball	£ 876	£ 30
Bank Interest	£ 3	£ 5
	£ 31,714	£ 20,860
<u>Tennis Expenditure</u>		
Coaching Fees	£ 245	£ -
Tennis Balls	£ 624	-£ 146
Equipment	£ -	£ -
Entry Fees	£ 180	-£ 35
LTA Membership	£ 630	-£ 459
Clothing	£ 244	£ 390
Major Maintenance Fund	£ -	£ -
Court Hire	£ 185	£ -
Electric	£ 1,263	£ 2,088
Major Maintenance	£ 9,484	£ 4,813
Trophies / Prizes	£ 105	£ 24
Wimbledon Tickets	£ -	£ -
Total Tennis Expenditure	£ 12,960	£ 6,674
<u>Overheads</u>		
Advertising	£ 296	£ 737
Membership Pack	£ -	£ -
Miscellaneous	£ 66	£ 241
Office Expenses	£ 96	£ -
Complex Management Charge	£ 2,388	£ 2,384
Almondsbury Social Club	£ -	£ -
Repairs	£ 1,364	£ 530
Telephone	£ 284	£ 288
	£ 4,494	£ 4,180
Net Surplus/(Loss)	£ 14,260	£ 10,006
 <u>Balance Sheet</u>		
Current Acc. Balance	£ 1,928	£ 1,371
Savings Acc. Balance	£ 36,039	£ 22,336
Disability Acc.	£ 375	£ 375
Combined Bank Balance	£ 38,342	£ 24,082
 <u>Funded By</u>		
Reserves B/fwd	£ 24,082	£ 14,076
Surplus/(Loss) in year	£ 14,260	£ 10,006
Reserves C/fwd	£ 38,342	£ 24,082



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Almondsbury & Bradley Stoke Tennis Club

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

11 80208

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.03.2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Jeff Hall

Date:

11/11/2022

Name:

JEFF WILLIAMS

**Relevant professional
qualification(s) or body
(if any):**

FCCA (ASSOCIATION OF CERTIFIED,
CERTIFIED ACCOUNTANTS).

Address:

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PEARDOWN ST JOHN
BATH, BA2 8LP.