

Minutes of the Aylsham Tennis Club
Annual General Meeting 2018
Wednesday 21 February 2018 at 7pm

Committee Members Present:

Sally Homfray-Davies, <i>Chair</i> (SH-D)	Ralph Goldson, <i>Treasurer</i> (Ralph G)
Rachael Goldson, <i>Coach</i> (Rachael G)	Jane Attewell, <i>Secretary</i> (JA)
Robert Harmon, <i>Membership Secretary</i> (RH)	Gilly Thorne, <i>Social</i> (GT)
Terry Deller, <i>Recreation Ground Rep</i> (TD)	Sarah van Poortvliet, <i>Minutes Secretary</i> (SvP)

Members Present:

Geoff Spencer, Mary Hall, John Hall, Gareth Goldson, Sue Appleby, Rick Makepeace, Katherine Tulley, John Woodeson, Val Gilbert, Mary Harboe and Robbie Ollman.

1. Apologies

Linda Attewell, Kevin Wardle, Liz Silitoe, Andy Gillies & Andy Gillies.

2. Welcome & Minutes of Previous AGM

SH-D welcomed all those present. SH-D read the minutes from the 2018 AGM.

It was agreed that the minutes were a fair and accurate representation of all matters discussed at the 2018 AGM, proposed by John Hall & seconded by Rachael Goldson. SH-D signed the minutes.

3. Annual Reports from ATC Committee 2017/2018

Treasurer's Report

Ralph G provided copies of his report showing the income and expenditure for the year ended 31 October 2017 and the balance sheet as at 31 October 2017.

Income from membership subscriptions had fallen by £525 over the previous year, amounting to £6,890. Family subscriptions fell from 30 to 23, Adults from 87 to 80, Students remained the same and Juniors fell by 1. Total income was £7,233.

Regular expenditure was £2,324. Exceptional expenditure was £8226.69 which was for the new club hut and changes to the fencing and gate, and a new notice board. The club have made a rent payment to the Recreation Ground of £3250 which is with the Town Council to be safe guarded for court re-surfacing.

The club funds on the balance sheet totalled £7,827.

The assets are represented by the General Fund of £3,993, Floodlight Maintenance Fund £1,369 & Court repainting & resurfacing fund of £2,750.

Ralph G would like to thank Robert Harmon for all the work carried out with collecting membership subscriptions and related matters and is very grateful for his help.

Ralph G thanked Rick Makepeace for offering to take over the role of Treasurer.

Coach's Report

Rachael G reported that the coaching programme continues to see in excess of 100 juniors a week across the club and after school programme. Many juniors are filtering from the adter school clubs into the club programme and joining the club to access the discounted coaching rates we offer to members. School links are run at Bure Valley middle school, St Michaels infant & nursery & John of Gaunt infant & nursery in Aylsham.

The Wednesday ladies' morning sessions continue to be very well attended despite the poor weather that has been experienced on most Wednesdays in 2018.

Rachael thanked Aylsham High School for the use of their facilities for the camps where 20-30 children attend the camps and Rachael uses the High School facilities to minimise disruption to members.

Rachael thanked Keith Edwards for keeping the tennis courts in immaculate condition. We are still waiting for good weather on a Sunday in order to treat the moss on courts.

Rachael thanked everyone on the committee for their hard work, especially Jane Attewell for all the additional LTA work and her work with the club website. Rachael mentioned that it isn't until you are on the committee you truly see just how much work is done.

Chair's Report

SH-D began by reporting that the main change in the 2017/18 year was the luxurious new club hut. SH-D thanked Terry Deller and the committee for their help with this. During the year the club has established a new relationship with the Bowls Club and the using their facilities.

SH-D thanked Mary & Robbie for organising the Annual Quiz evening and Gilly Thorne for organising the various social events over the year.

Membership numbers have fallen in 2017 and Sarah van Poortvliet has put together a marketing strategy for 2018, which includes a leaflet drop.

Club sessions remain an integral part of the club and will continue as advertised on the club website. This includes club nights on Monday & Wednesday evenings 6-8pm throughout the year and a new session on Saturday 10-12noon.

SH-D thanked the team captains for their hard work organising teams and fixtures over the past year. The Winter league teams battle for the top spot with four teams being separated by one set. The Men's City League team missed promotion into Division 5 by 6 games. The Ladies City League A & B team had disappointing seasons. There are two teams in the friendly North Norfolk league with the Tractors ending the season as champions.

The challenges for 2018 are to grow our membership numbers and keep abreast of legislation with data protection and the training of a welfare officer.

SH-D thanked the committee and in particular Ralph Goldson for his hard work as club treasurer and presented him with a card and gift from the club.

Ralph thanked the club and said that he was retiring as treasurer after more than 25 years in the role. Ralph is aware that areas of financial systems need updating and wanted to see various projects at the club through to completion. Ralph has been pleased to be a part of the team that

has worked so hard and the club has moved a long way from the grass and shale hard courts. Ralph is happy to leave the club with such members and hopes that the club strives to provide affordable courts to all.

4. Subscription Charges

SH-D outlined the proposed subscription fees for 2018. These are;

Junior (under 18) to remain at £22
 Student¹ (18-25) to increase from £27 to £30
 Adult to increase from £47 to £52
 Family² to increase from £99 to £110
 Parent & Child³ a new option at £60

¹ The name 'Youth (18-25)' to be amended to 'Student (18-25)' and is available for members who are in full time education under the age of 25 and appropriate student ID.

² Family membership is 2 adults and up to 4 children (under 18) from the same household.

³ A new option for one parent and one child.

These new fees were proposed by John Hall and seconded by all present.

5. Election of Officers of the Committee

All existing Committee Members stood down. The motion for election and re-election on to the committee were as follows;

Committee Position	Name	Proposed by	Seconded by
Chair	Sally Homfray-Davies	John Hall	Terry Deller
Treasurer	Rick Makepeace	Sally Homfray-Davies	Ralph Goldson
Secretary	Jane Attewell	Sally Homfray-Davies	Ralph Goldson
Minutes Secretary	Sarah van Poortvliet	Ralph Goldson	Terry Deller
Membership Sec	Robert Harmon		
Head Coach	Rachael Goldson	Jane Attewell	Sally Homfray-Davies
Team Co-Ordinator	Robbie Ollman	Sally Homfray-Davies	Gilly Thorne
Junior Representative	<i>Vacant</i>		
Social Secretary	Mary Hall & Mary Harboe	Sally Homfray-Davies	Anne Gillies
Rec. Committee Rep	Terry Deller	Sally Homfray-Davies	Robert Harmon
Child Protection	John Hall	Robert Harmon	Ralph Goldson
Fund Raising	Sue Appleby	Sally Homfray-Davies	John Hall

John Hall will continue to take on the role of Child Protection Officer but will not attend the committee meetings. SH-D raised the issue that all LTA clubs must have a welfare officer in position by October 2018. Within 2 years all clubs must have a welfare officer that has done a Level 2 NVQ in safe guarding. Rachael G has completed the LTA Level 1 safe guarding course.

A Health & Safety role is still outstanding. As a part of our LTA commitments we must complete a weekly Health & Safety check list for the potential hazards at the courts. Rachael G was asked if she would be willing to do this as she is at the club on most days coaching. Rachael G agreed.

The position of Junior Representative remains outstanding. Rachael G noted that finding a representative for this role is proving difficult, especially as children start their GSCE programme from year 9 (age 13) at Aylsham High School. Rachael G will ask Liam Dennis who is in his twenties.

Gilly Thorne has decided to stand down from the post of Social Secretary as she will be moving away. Mary Harboe and Mary Hall have offered to take on this post but do not want to attend all committee meetings.

Anne Gillies has offered to join the committee as a volunteer admin role.

Other Business

Sue Appleby asked if we could add some signage of the courts from the road side. Rachael G highlighted that a brown leisure sign from the A140 had been discussed at a recent committee meeting. Sue also suggested that potential sponsorship & wind break signage could be investigated. John Hall mentioned that he has some good photos of the tennis courts that the club could use for marketing.

John Hall queried the request of sharing electrical ducting that has been received from the Cricket Club which will be discussed at the next committee meeting.

SH-D thanked everyone for attending and closed the meeting at 7:50pm.