

**Bovingdon & Flaunden Tennis Club**  
**Committee Meeting Minutes**  
**5<sup>th</sup> September 2022**

**Attendees:**

Jill Cohen – Chair, Dermot Kirk, Ali Lyons, Alison Doyle, Kay Gobby, Steve Spikings, Jax Brabazon, Mike James (Everyball) for Coaching  
Apologies: Dave Seddon

**Review of March minutes**

No outstanding items

**Agenda Items**

**Finance Review**

Paper presented by Dermot, key points

**Costs**

***The Club (along with members) are facing a period of high inflation that may persist for 2-3 years or longer. Inflation rates are already 10%pa with forecasts suggesting this may rise to 18% pa next year.***

**Operating costs:** likely to rise significantly. Power costs will rise in November from £1300 pa to £5000pa. Insurance costs (currently £1100pa) will also rise a similar amount.

We also need to predict rises in: ground maintenance, tree maintenance, court cleaning, balls etc.

**Capital Costs:** We need to put aside approx. £13000 pa to ensure we are in a position to replace major items like courts, light, fencing as needed.

**Income**

The main sources of income remain members' subs and coaching.

**Subs**

We are currently competitive on subs with clubs of a similar size in our local area.

*The Committee felt that the Club should do its level best (if finances allow) to hold subs at their current level for the new subscription period to allow members to continue to access Tennis during a period of economic stress. This will have to be regularly reviewed between now and February*

**Coaching**

Previously all of our income from Coaching has derived from Saturday morning junior coaching and coaching at the Academy. *We are reshaping the model with Everyball with the aim of keeping coaching affordable and attractive to members.*

**Other sources of income**

The committee will continue to try to find other sources of income.

- LTA Loans are likely to be difficult
- Sponsorship is welcome but the Club needs to be mindful that too much overt sponsorship on courts etc may lead the council to review its decision on business rates
- Court usage: the committee are looking ways to make better use of courts midweek. These include different membership offers and possibly hiring courts to e.g., local schools.



## Coaching

### Junior

The first Junior sessions will commence on Saturday 10<sup>th</sup> September

These are starting to fill up. A number of members have enquired about options to avoid paying for the whole block upfront

**Action:** Mike to agree options with Dermot / Jill and send link and information to Alison for website

### Adult Drills

There has been little take up for 45-minute mixed drills on Saturday mornings with feedback that the session is too short and members don't want to pay up front.

In discussions, Mike and the Committee decided to provide mid-week drills and also a try before you buy free session.

**The following will be the initial programme:**

*Intermediate Drills:* Weds 9.30 – 11

*Beginners Drills:* Weds 11-12

*Mixed Drills:* Weds 7.30 – 9pm

These will start from Weds 21<sup>st</sup> Sept. (post club champs)

There will be a free **'try before you buy' session** on Weds 14<sup>th</sup> September at 7.30pm. members will be encouraged to come along to this to meet Everyball and potentially talk through content of drills vs what session would be best for them

For drill sessions the age limit will be 16+

### Actions

**Mike** to brief appropriate coaches and provide information for the Website including session descriptions, links for booking and coach bios

**Alison** to communicate information to members (email, WhatsApp and Club News)

### Safeguarding: Coaches

All Coaches delivering coaching under the BFTC agreement must be appropriately qualified and hold up to date DBS accreditation

### Action

**Kay** to advise **Mike** of the process plus documents required

NB: checks must be completed before the initial sessions are delivered.

### Opportunities to meet Coaches

The Committee suggested the (in addition to the try before you buy session) it would be helpful if members of Everyball could attend some of the Club Champs Day and Mike could attend the AGM

### Actions

**Steve S** to confirm with **Mike** timings for the Club Champs (18<sup>th</sup> Sept)

**Alison D** to confirm with **Mike** timing and Format for coaching intro at AGM (18<sup>th</sup> Oct)



## **AGM**

Alison ran through the steps needed for AGM preparation and the deadline dates

The following decisions were made:

- Proxy voting will be allowed this year and follow the same format as last year
- Members will be encouraged to submit questions before the AGM which will be answered at the AGM
- There will also be the opportunity to ask questions during the AGM
- Mike will be invited to attend AGM and present a brief informal intro to Everyball@BFTC

Deadline dates were agreed (see AGM Schedule 2022 doc)

**Committee members were asked to confirm who was stepping down in order that Alison can communicate to members on Friday 9<sup>th</sup> Sept. (1 response still needed)**

## **Safeguarding Policy**

The Committee recorded its thanks to Kay for her thorough review and updating of policies (Code of Conduct, Anti Bullying and Safeguarding) in line with LTA best practice.

The committee were supportive of the updates with some discussion about phrasing around alcohol in the context of social events.

These need to be communicated to all members,

### **Actions**

**Kay** to update policies in line with committee feedback

**Alison and Kay** to update the website – full safeguarding tab required

**Jax** to ensure new members and member renewals see and accept the policies

Policies to be displayed on the club house – files and noticeboards: Alison plus Dave (for noticeboards?)

## **A.O.B**

### **Dot Burgin Trophy**

Steve confirmed that progress had been made on buying trophy and agreeing wording for engraving (thanks to Jax). Wording just needs to be agreed with family members (Steve)

### **Action**

Jill confirmed that she would be able to get the trophy engraved ready for presentation at AGM

### **Club Champs**

Steve confirmed we are on schedule but further help is required

### **Actions**

**Jax and Jill** volunteered Vince and Jacques to run the BBQ

**Alison** volunteered to write out to last years winners to retrieve trophies

**Ali** volunteered to organise the Plate Trophy

**Ali** was volunteered to present trophies on the day (she did a great job previously!)

### **Craig**

The Committee agreed to fund a gift and card for Craig in recognition of his role as Coach at the Club

### **Action**

**Jax** to organise

