

B&FTC Committee Meeting

18th Sept 2019

Attendees:

- Dermot, Martin, Craig, Nick. Rebecca, Gordon and Colin (part)

Outstanding actions carried forward from June meeting

- **GB/DK** to update the Club Constitution to reflect new policies on Safeguarding, Privacy, Health and Safety

Safeguarding

- LTA audit due in Q1 2020
- CC has the Halton spreadsheet from NL
- CC to send RR the link for a volunteer registration
- All coaches and helpers over 16 require DBS certificates;
 - Craig
 - Lorah Wilson
 - Natalia
 - Nick
 - Gordon
 - John Bain
 - **Thomas Brook**
 - **Will Roe**
 - **Maria Wood**
 - **Geoff Allen**
 - **Izzy Briggs**
 - **Colin Chamberlain**
 - **Rebecca Rose**
- All of the above in **red** required to have a DBS by end of October. Without a DBS they will not be able to participate in Club coaching from 1/11/2020
- CC reported no incidents since the last meeting
- CC to purchase Ladies hygiene equipment

STRAND Updates

Tennis/Coaching

- Court colour to be decided by the members in Q1 2020
- CB proposes conducting a members survey to clarify what members want from their tennis, CB and project team exploring Survey Monkey after the AGM. Make recommendations to the committee at the next meeting.
- CB asked about the definition of Committee roles and responsibilities. This is available on our website. GB outlined the overarching strand structure and the need for member participation within each strand on a project basis.
- CB emphasised that the entire coaching team should be treated with respect without exception.
- **CB** identifying members (possibly Patti/Marion) to assist in the tennis strand to help with social media etc
- 2019 W&D league results:
 - Ladies A = relegated
 - Ladies B = 3rd
 - Mens A = 5th
 - Mens B = 3rd
 - Mixed A = 3rd
 - Mixed B = 7th

Finance & Admin

- Deposit paid to Sports Courts for court/lighting project commencing 23/9
- £950 paid to cut back trees
- £972 paid for score boards, this equates to sponsorship raised
- £3,000 due as 50% share for access road replaying
- After payment for court/lighting project Club funds will reduce to circa £7
- DK is recommending to leave subscriptions for 2020 at current levels but suggested RPI increases from 2021 to help rebuild Club funds for future court replacement and maintenance

- **DK/GB** are still finalising the new lease from DBC, awaiting a sample Trustee document as used by BFC

Maintenance/Facilities

- Clubhouse middle door needs attention
- Toilet seats in both the Ladies and Gents need fixing
- **GB** to speak with Chris Rolfe to see if Sports Courts can re-instate the fencing between court 1 and the Clubhouse at a reasonable cost
- Trees have been cut back
- Access road has been relayed 50/50 with the Football Club, but has raised issues with both DBC and the neighbours in Greenview Close. B&FTC and BFC are trying to resolve
- The new floodlighting poles are being installed week commencing 23/9, this will not impact play
- **GB** to acquire 2 x pole cushions
- Courts/lighting project to commence 14 or 21 October, awaiting confirmation from Sports Courts.
- Following a successful fund raising, the Club has purchased and branded 5 score boards for attachment to the net posts.

Rebecca

- No winter league until 2/20
- RR provided detailed breakdown of current membership
- RR has a new way of compiling non-members in the admin area of our website, who use our courts regularly on the database so that they are also receiving information on our offers/ tennis programmes.
- **RR** to find out more information about a visit from the prison dogs for the juniors

AOB

- AGM 23/10 @ 19.30 Memorial Hall Clubroom
- All Strand heads to prepare reports to read at the AGM and receive questions

Next meeting

- Q4 2019 in preparation for our Q1 LTA audit