



Welcome to

Bramford Tennis Club

BRAMFORD TENNIS CLUB AGM – MINUTES

Date: Tuesday 7th May 2024

Time: 19:45

Location: Bramford Sports Pavilion Portacabin

In attendance:

Graham Chappell (chairman)

Kirsty Maidment (club secretary)

Carl Douglas (head coach)

Thirza Dod (welfare officer)

Alison Sparrow (grants officer)

Jo Marshall (social secretary)

Apologies:

Sandra Bigley (newsletter officer)

1. AGREE PREVIOUS MINUTES:

All previous minutes were agreed.

2. MATTERS ARISING FROM PREVIOUS MINUTES:

Club Open Day

It was agreed that the club open day was a success. New and familiar faces were welcomed to the courts, despite the poor weather, and 2 families signed up for membership using the family membership open day special.

The opening of the playing field's new bike track was on the same day. Pizza and ice cream vans were in attendance, and Suffolk Police had a stall. Going forward, we should consider sharing open days with the other clubs (bowls and football) to share costs and enable us to make it more of an event. This will require prior planning and co-ordination with the other clubs.

Membership Renewal Process

Carl has begun setting up membership packages ready for release in the next couple of weeks. Previous members will have a 30-day window in which to renew.

The majority of members are on an annual renewal membership. We will therefore have a clearer picture of who has renewed by the end of June, at which time the gate lock code will be change and emailed out to members.

3. CHAIRMAN'S REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

4. TREASURER'S REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

Graham is in the final stages of organising signatories for the club bank account.

Signatories to be removed: - Joanne Louise Brown

- Claire Marie Bareham

Signatory to be added: - Alison Patricia Sparrow

Committee members to be removed: - Anna Horton

- Tracy Douglas

- Joanne Louise Brown

- Claire Marie Bareham

The current committee is listed below under 'Election of Officers'.

5. ELECTION OF OFFICERS / VACANCIES:

The following roles were agreed:

Chair	Graham Chappell
Treasurer	VACANT (Graham Chappell - acting treasurer)
Club Secretary	Kirsty Maidment
Welfare Officer	Thirza Dod
Grants Officer	Alison Sparrow
Facilities Officer	VACANT
Social Secretary	Joanne Marshall
Newsletter Officer	Sandra Bigley

6. PROPOSALS AND PROJECTS:

The membership fee proposal was accepted:

Adult	£72
Adult Senior (60+)	£60
Couple	£96
Family	£115
Junior (18U)	£22
Committee Member (key role only*)	£36
*Chair, Treasurer, Secretary and Welfare Officer	

7. WELFARE/SAFEGUARDING REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

8. GRANTS REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

ACTION

Thirza - Put a questionnaire together for Phase 2 of Project Smash. What would members like to see?

9. COACHING REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

Carl is in the process of arranging a mixed doubles tournament which he hopes will coincide with installation of the clubhouse.

9. PREMISES/ FACILITIES REPORT:

Published report available at:

<https://clubspark.lta.org.uk/BramfordTennisClub/COMMITTEE/REPORTS>

9. AOB:

Club members, Callum and Loren, queried the later start time of club night proposed at the last meeting. After further discussion around court etiquette, it was decided that club night will continue to start at 7:30pm. However, club night attendees should wait for the previous session to finish and allow those on-court time to exit. Likewise, those already on-court should exit swiftly to allow the next session to begin.

It was again proposed that club night representation on the committee would allow input from members attending club sessions when making decisions. It was proposed that a club night representative attend the beginning of each meeting to discuss matters that will affect club night and its attendees.

Callum suggested there may be interest in a men's only coaching session.

Callum queried club ball machine usage, and whether the club will provide balls solely for ball machine use. The club already provides balls for club night, so it was agreed that own balls can be used with the ball machine. Once the clubhouse is in place, the ball machine will be stored and charged in the clubhouse.

A sponsor has expressed an interest in supplying a team kit for juniors participating in matches. Carl is in the process of organising this. Following this order, the club shop with STC, will reopen with a smaller range - hoodies and t-shirts of various colours.

Thirza's husband has drawn up a logo, similar to the existing club logo, that could potentially be used going forward where the club would own the hi-res image. This will be put on hold for now, as the shop is reopening with the current club logo.

Thirza will be responsible for monitoring the first aid kit.

It was mentioned that club night is generally arranged through a closed WhatsApp group. The committee should consider how club night can be more accessible to members.

ACTION

Graham - Email update to be sent out to all members, including court etiquette.

Carl - Assess interest in Men's coach-led session.

AGM for 2024/2025 to be scheduled for May 2025.