

DLTC AGM Minutes  
Friday 19 November 2021  
At 8pm by Zoom



**Present;**

Halford Hewitt (HH)	Chair
Sallianne Taylor (ST)	Secretary
Hilary Cairns (HC)	Membership
Russ Sainty (RS)	Facilities
Steve Watchorn (SW)	Welfare
Kelly Corbin (KC)	Social
Richard Heath (RH)	Treasurer
Kieren McCormack (KM)	TBC

Members; Mike & Angela Sherring, Marianne Gilbert, Debbie Sainty, Gina Michael & Julie Mortimer

**1 Opening remarks by the Chair (HH)**

HH began by thanking Sachio for setting such a high standard as Chair and made him a very hard act to follow.

HH highlighted the somewhat crazy year 2021 has been with multiple lockdowns, the need to track players via 'the 3 tennis balls', the need for sanitiser on the courts, timed sessions and the necessity of social distancing. Despite this strange background the club has thrived and;

- Held a full range of tournaments
- Produced regular informative newsletters and social media updates
- Participated in the reduced format of the League
- Developed a full adult and junior program – many thanks to the coaches Paul and Zico.
- The club has installed a defibrillator
- Carried out a safeguarding audit and training for the committee

HH reiterated that the club has flourished but there is more we can do as a group. With this in mind we will be organising a workshop in January to look at broader issues that we do not have time to discuss in normal committee meetings. The workshop will focus on;

- Maintaining and attracting members and especially younger members
- Creating an effective and sensitive transition process for the juniors to become part of the adult club
- Developing an agreed brand for the club so that we can have a unified vision of what the club is and wants to be
- Securing funds to develop the club in line with the agreed vision

HH underlined that the Club is for all of its members, and we will be sending out a survey to ask members where they would like us to focus our efforts in the future.

HH finished by thanking the committee for their hard work and dedication and announced that all committee members have agreed to stay on for another year.

**2 Apologies**

James Prior (JP)	Internal & External play
Adrian Brown (AB)	Communications

Neil & Caroline Weston  
Sara Alread  
Gill Wilson  
Natalie Bowbrick

**3 Matters arising from, and the acceptance of, the minutes of the 2020 AGM.**

The minutes of the 2020 AGM were accepted (RS proposed, HC seconded).

**4 Approval of Committee Members' Reports**

The Committee member reports were approved (RS proposed, HC seconded) – see below  
The motion to keep membership fees at 2021 levels was approved (HC proposed, Debbie Sainty seconded).

**5 Review of Audited accounts**

The accounts were approved (RH proposed, SW seconded)  
HH thanked Debbie for performing an independent audit of the accounts which were approved (proposed by SW, seconded by ST).

**6 Election and Re-election of Committee Members**

The following existing committee members were approved:

Adrian Brown	Richard Heath
Halford Hewitt	Russell Sainty
Hilary Cairns	Sallianne Taylor
James Prior	Steve Watchorn
Kelly Coburn	Zico Davies

Kieren McMormack was elected as a new member of the committee (HH proposed, and HC seconded).

**7 Motions Put to the AGM**

The changes to the constitution were accepted by the members present; the most notable change being the name of the club from Dedham Lawn Tennis Club to Dedham Tennis Club. The club logo will now need to be changed along with any relevant paperwork.

**8 AOB**

There was none

## **Open forum for members**

KC asked for an update on the lights for the courts. RS said the plan is to go and see how the lights look at courts in Cambridge where they have LED lights which look less intrusive than other kinds. The Football club in Dedham is getting some portable lights on loan which we may be able to try out.

RS is awaiting the results of the core tests on the dip in court 1. The initial feedback of these tests indicated that the previous repairs may have been substandard but is hopeful that the report will show that a less expensive/complicated repair will be required. He stressed that court 1 is safe to play on but will most likely need resurfacing (possibly up to the net) which will be expensive.

KC commented that the club session had worked well and asked if there had been any response to the decision not to go ahead with the advertising banners. HH reported that he had written to Peter to explain the committee's decision but had not yet had any response.

ST mentioned that she had received an email about a 'pop up' tennis shop which had contacted her. She will pass this on to the Committee for comments.

HC suggested that a reminder is sent out for the Christmas dinner as there are still spaces available.

## **Committee Members' Reports**

### **4.1 Communications (Adrian Brown)**

The Clubspark website remains an up-to-date source of information for club members and non-members alike.

We have recently set up a coaching and match play event every Friday for Paul Newman via the Clubspark website, people can book on to the sessions direct and get a confirmation email. We have seen promising numbers using this new option and we hope to utilise this facility in the future for all our upcoming events and competitions.

The WhatsApp group is being used by all committee members to announce club news, post pictures, events, and fun things from around the club and currently has 67 participating members.

Facebook is performing well with 215 users following everything that's going on at the club, on average we are getting 136 post engagements where readers click through to the website for further information.

Instagram followers currently stand at 83, this platform is a good source of images from in and around the club and is closely linked to Facebook, however it would be good to increase the content and viewers to this platform.

Our Twitter account currently has 439 followers, on average each post is seen by 70 readers, with an average of 11 post engagements per tweet.

The challenge is to keep everything up to date, relevant and make sure we are portrayed as a vibrant active club.

Looking ahead, as things open up more, we hope to be able to post more events, quiz nights, pub get togethers, table tennis events, BBQ's etc. etc,

We need to try and generate fresh interest in the club, promotions and posts for new members and families to join the club is one idea, new content and ideas from everyone at the club would be appreciated.

Please keep the images from around the club coming in, and don't forget to tag us in!!  
#dedhamtennisclub

#### **4.2 Internal & External Play (James Prior)**

Colchester and District matches all went okay despite the reduced format. Team captains did a great job in organising their teams. Debbie especially did well organising two ladies teams and team practice sessions. No clubs were promoted or relegated this season.

It was good to see the singles competitions going ahead again this season. Slightly fewer ladies taking part compared to last season. Steve and Bev were the winners on a full day of tennis on 26th September with the juniors playing right up until the senior finals. Thanks to Steve for organising the men's event.

Men's and ladies' doubles all went well in early October with good entries. A well organised event by Halford with a different scoring format. Russell and Robert the men's winners. Shiho and Kelly the ladies' doubles winners.

The Mixed Doubles took place on a lovely sunny day in late October. The winners were Halford and Shiho.

Club sessions were well attended this year and what's app worked well to record and encourage attendance. A rota done well in advance will help with organising next year. Wednesday club organiser to be discussed before next season.

Fantastic numbers for the Henry Green Tournament which took place in May. Adrian and Gemma winning the trophy.

#### **Plans for next year-**

To encourage more members to get involved organising club sessions and to produce a rota in advance.

To plan dates early on in the season for team practice and club tournaments.

To increase the number of events for the juniors and to encourage more juniors to take part in club sessions.

Thank you for everyone for supporting me in this role.

#### **4.3 Membership (HC)**

The table below shows the membership for the last 4 years. Last year saw a significant increase in Family & Individual memberships due to the closure of indoor courts. Whilst we did not retain many of those, we did attract some new memberships as seen in the

second table which shows trends over the last 2 years. This is especially marked in the Junior & Parent & Junior categories so thanks to Zico for encouraging those. We do ask that attendees at junior coaching become members of the club. Subscription fees were reduced twice during the year, though there has only been 1 Family & 1 Intermediate new membership since doing so.

Reasons given for non-renewal are moving away, cost and continued concern about lockdowns but most people don't tell me they're not renewing or offer any explanation despite several requests.

Overall membership numbers show a sizeable increase which is very encouraging.

<b>MEMBERSHIP CATEGORY</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Family (Senior/Junior)	20 (46/15)	16 (30/17)*	33 (65/39)*	30 (83/18)*
Individual	32	33	48	43
Intermediate	3	3	3	4
Junior/Parent(restricted)	7 (10/7)	11 (13/15)*	15 (15/22)*	30 (34/42)*
Junior	7	23	20	37
Senior Weekday	7	6	7	9
Honorary & coaches	6	4 & 3	3 & 2	3 & 2
<b>TOTAL MEMBERS</b>	<b>133</b>	<b>147</b>	<b>224</b>	<b>275</b>

**Note:** Information taken from Clubspark on 31st October 2021.

\* denotes number of adults/juniors within package, this may not be accurate as some people don't specify when they apply. Juniors are under 16yrs. Family membership can include "children" under 21 or 25 if they're in full-time education.

<b>MEMBERSHIP CATEGORY</b>	Not renewed - (excl. those who changed category)	Last year	New -(incl. those who changed category or re-joined after a break)	Last year - (excl. cat. change)
Family	5	2	5	20
Individual	17	7	6	23
Intermediate	0	1	1	1
Junior/Parent	6	4	13	9
Junior	6	6	14	4
Senior Weekday	1	2	2	1

I have proposed that there is no increase in subs for 2022.

#### **4.4 Facilities report (RS)**

Over the year various planned and ad hoc items have been delivered.

- Contractors provided repairs to the dip, moss killing and court cleaning.
- A small team of members repaired nets, straining wires, erected hand sanitisers and hooks, the shed was reconfigured and is now much more useable.
- Sunday club members had a fun and productive clearing up for the winter session and the committee is grateful for the time people put in.

Future consideration needs to be put into two main items: repair to the dip and floodlights.

We have organised an engineer to conduct soil investigation on site on 9<sup>th</sup> November and propose a repair solution for the dip. We hope shortly to have a costed repair option for the committee's approval.

The second item of floodlights is, as we know, complex and may fall at the LA planning stage, but we are investigating a solution which may be less objectionable to the planners. We hope to report to committee before Christmas.

#### **4.5 Welfare report (SW)**

The welfare of our members remains a key priority at the Club. Throughout the year we have continued to heed and reflect latest Government guidelines and LTA advice in response to the COVID 19 pandemic. We thank members for their understanding as we moved through the various tightenings and relaxations of regulations affecting access to our courts, the clubhouse and the running of our club sessions. Thankfully we are now back to operating almost as normal but ask members to adhere to latest advice and updates.

We have had no Safeguarding issues to report during the year. Our policies remain up to date and reflect latest LTA guidance. We have used the LTA's helpful venue self-assessment criteria to understand and address any areas where we could improve our Safeguarding standards. In October all Committee members took part in LTA-approved

Safeguarding training, helping ensure this remains a central part of our planning and activity.

After a delay due to COVID 19 restrictions, our new defibrillator was installed on the side of our clubhouse in April this year, housed in a public access cabinet. In June we were delighted to see so many members come for the training session kindly provided by the Manningtree First Responders. It is vital we know how to use this life-saving piece of kit and we encourage all members to familiarise themselves with these [step-by-step instructions](#). We will aim to provide more in-person training in 2022.

Looking ahead, we will continue to communicate proactively with members about our approach to Safeguarding and its importance at the Club. We welcome any questions or suggestions for how we can continue to improve – please send these to [stephen.watchorn@gmail.com](mailto:stephen.watchorn@gmail.com).

#### **4.6 Juniors (Zico Davies)**

The Junior programme is growing slowly with steady numbers going into the winter months – see Hilary’s Membership report.

The 5 Camps went well with steady numbers and one really big day.

##### **Next year we are proposing to:**

Change the pricing policy for camps for non-members; this will provide an incentive for them to become junior members which in turn will hopefully drive up the membership numbers further next year.

Host more Junior tournaments, opening them up to more grades and ages of players.

Continue having Tim on board to help me with the Junior programme which will continue to show a big improvement with the extra help he provides.

Arrange match play with some of the Juniors and adults to help with their transition to Club Sessions and teams.

#### **4.7 Social (Kelly Coburn)**

Given the circumstances, we have been unable to hold any social events. Our plan for the future, COVID permitting, is to start social events again in 2022. However, rather than put the responsibility onto a single committee member, we are proposing to assign an individual from the committee to lead a separate working group of members for each social event. In this way we will see a diversity of events and involvement; we encourage members to come up with any ideas for future events.

#### **5.1 Treasurer’s report (Richard Heath)**

I have attached the accounts that have now been checked by Debbie Sainty. The Committee is proposing to freeze fees again so I have drafted the report below to include that (which can obviously be updated if the AGM decides to alter them).

It was a good year for the club’s finances. Although income was slightly down (partly due to no match fees as there were no league games), expenditure was much lower and overall profits increased by just over £2,000 (circa 28%).

Social events were again very limited this year and hopefully this will change in 2022.

The club's cash position is very healthy, with more than £61,000 held at Barclays. How much of this will be needed for court one maintenance is the big question.

Because of the cash reserves and as the number of club sessions were restricted again during the year, I propose that no increases are made to next year's membership fees. So, they would remain as -

Senior £108

Weekday £73

Family £183

Intermediate £46

Junior £5

Junior & Parent/Carer (Restricted Adult) £15

Many thanks to Debbie Sainty for kindly auditing these again.