

DONCASTER LAWN TENNIS CLUB

Committee meeting minutes

Monday 8 May 2017 – 6.30pm

Attendees :

Committee : Tony Exley ,Isobel Hossack, Dave Cole, Kevin Beaton, James Milligan, Kevin Waller, Ged Salisbury, Gill Ross, Michaela Pinchard

President: Dave Allen

Minutes from last committee meeting – Wednesday 29 March 2017

The minutes were accepted as a true copy.

1. Action points from previous meeting

Action point	ACTION	
<p>Floodlight problem:</p> <p>TE suggested we ask for confirmation on light spillage definition and to set up a meeting with David Richards</p> <p>Action DA/TE</p> <p>Dave Allen emailed David Richards, senior planner at DMBC on 6/02/17 asking to meet with him together with Tony Exley and Rob Saxton on site to discuss the light spillage etc but no response received. DA has sent a follow up email.....</p> <p>Dave reported that he still had not received a reply from David Richards ... He is now going to try and contact by phone via Rob Saxton</p>	Action DA/TE	Tony & Dave Allen had the meeting with Dave Richards from DMBC and we should know this week if we have been granted planning permission for the lights on court 9.
<p>Grants/loans from YLTA Committee</p> <p>Kevin is preparing all the paperwork ready to submit to the YLTA for the grant for the court replacement project.</p> <p>Further meeting is to be held w/c 3 April with the YLTA</p>	Action KB/TE	The Grants / loans have now been submitted ... See further details in the Treasurers report
<p>Social Tennis nights</p> <p>WhatsApp is now set up and appears to be working</p> <p>Once this is fully operational it has been suggested to look at introducing a Sunday morning social session in addition to the Social nights</p> <p>The WhatsApp group appears to be working well, there are 18 members in the group... Michaela is planning to arrange a "meet and greet" session to encourage more</p>	<p>Action MP</p> <p>Possibly look at Sunday am session.</p>	<p>An email has been sent out to members inviting them to a "meet and greet" session to encourage more members to take part in social nights.</p> <p>Michaela reported that she has had no response to the email as yet but will monitor.</p>

members to take part in social nights		
<p>Look at levelling the areas behind Court 1 – 3.</p> <p>Dave Cole has suggested that after looking into the problem further to put further sumps / pumps system at the back of each court...(1 – 3)</p> <p>Dave Cole to contact the electrician to sort the wiring.</p> <p>Dave has spoken to the electrician with a view to putting a box on the back of lighting pole for the electric switch.</p> <p>A further rain shuttle to be purchased to help move any surface water from the courts.</p>	Action DC	<p>Dave Cole reported that the sumps have now in place ... We are waiting for the quote for the electrics to activate the pump – Action DA</p> <p>A further rain shuttle to be purchased to help move any surface water from the courts. Action ongoing - Action DC</p>
<p>Tony/DA obtained a quote for removal of the large poplar trunk behind court 6. DC to see if he can remove before we pay for removal.</p> <p>Ongoing</p>	Action DC - ongoing	Action DC - ongoing
<p>Clubspark Website –</p> <p>KW /IH/ LB now need to work on the demo site with a view to going live at the end of March</p> <p>Ongoing –</p> <p>As there is still quite a lot of inputting to be done into the new system the deadline to go live has been moved to the middle of April</p> <p>Further meeting to be arranged with the YLTA to finalise the details</p>	Action:KW /IH /LB	<p>The new Website has now gone live. there is a re-direct from the old. KW reported that we were experiencing a few teething problems but these should be fixed in the next update.</p> <p>Action point completed</p>
<p>Clay Courts.</p> <p>Dave Allen: Clay courts- Russ is rolling lines down and brushing the courts as weather permits between frosts... Algon purchased for Russ to spray the courts, to try to keep the moss down... Clay now ordered. due to be delivered at the end of March.</p>	Action DA/RS	Dave Allen reported that all the clay courts apart from court 12 have been re-dressed with new clay.. court 12 will be completed over the next week.
<p>It was also mentioned that some of the ceiling tiles need replacing behind the bar and maybe installing a LED action - quotes to be obtained Action DC/ DA</p> <p>Dave C to arrange a quote for the ceiling tiles / Dave Allen supplied the quote for the LED IH authorised</p>	Action DC / DA	Action point to be sorted this week.
<p>health & hygiene ...</p> <p>The club were awarded 4 out of 5. This was downgraded on the previous visit due to the condition of the kitchen cupboards and not having an extractor fan over the grill. Quote to be obtained.</p>	Action: GS/ JM	Ged reported that they are information gathering at the moment looking to upgrade over the next 12 months / 18 months...
<p>Child protection:.</p> <p>Wording for the Equality & Diversity policy is to be supplied by YLTA . Tony is liaising with the YLTA</p> <p>Complaints & Appeals procedure- This has now</p>	Action TE ongoing	Action TE ongoing

been updated and approved by the committee KW To input onto the new website.	Action KW	Action point completed
--	-----------	------------------------

2. Finance

Treasure's Report – Kevin Beaton

Club Bank Balance

The club balance today stands at just over £90,500 which linked with the £50,012.93 in the other account gives a total of just over £140,500. The balance at the end of the year, 31 December 2016, was just under £117,000 in both accounts. This therefore shows an increase of around £23,500 since the start of the year.

Coffee Machine

At the last meeting I mentioned that the change of the £1 coin and that there would be a cost associated with changing the machine to accept the new £1 coins. Janette thinks the charge is expensive at £150 plus VAT and that we should wait a while and use the tokens that we have. The problem with this is that someone will either need to have an old £1 coin or have access to the tokens behind the bar.

Clay Court Replacement and Additional Court Lighting

Both of the applications for the Yorkshire LTA and the LTA funding have now been completed and sent.

Since the application for the Yorkshire funding was submitted John Crowther has sent a letter to all Chairs setting out a new package of funding. This new funding scheme will provide us a better opportunity for support and we have been given the opportunity to resubmit a new application. At the moment we have requested a loan of £25,000 where the last 10% being converted to a grant if we make the previous 9 years of payments. If we keep the financial request for £25,000 the same then we could change the bid to a request for a grant of £5,000 with a loan of £20,000 with the final 20% being converted to a grant if the 8 years of previous payments are made.

The club will have to complete the new application form if this is the case.

I have had further contact with the LTA who are still asking about the planning permission for the lights. Dave Allen will give any update.

Apart from the planning permission for the lights, it is very important that we also have the meeting that will give the committee proper documented permissions for the club to borrow money.

Without both these events occurring then the bids are likely to fail.

I met today with the MD of Platt Construction who are going to tender for the work related to the replacement of the courts. He was keen to know if we had discovered the information about the club power supply. In the Labosport report there is a recommendation for the club to follow.

6.3 Power Supply

The power supply to the club is unknown and what spare capacity is available and will require investigation, the power supply rating should be identified along with the current and future usage and any reported fault issues.

The Club should have the existing supply verified and the existing power loading of the clubhouse checked by a local NICEIC registered Contractor or if it is available on the periodic electrical safety certificate, this should be supplied to Labosport.

The load of the new lights will be 11 Kva.

Following the meeting this morning, I spoke with Dave Allen and he is confident that there is the capacity to put lights on all 12 courts.

Summer Club Membership Scheme

This scheme has already started in the Sheffield clubs and they have already been pleasantly surprised by the interest it has created.

Gill, along with Liz, has worked tremendously hard on this project and will give us a lot more detail of all her work.

A key thing I am sure Gill will flag up is the use of "digital media" such as Facebook being an important part of the success.

3. Coaching

COACHES REPORT TO COMMITTEE - Liz Beaton

Please find details of the coaching programme of which the committee should be aware.

COACHING STAFF

Jake Prime has begun his internship at the club as previously detailed. Jake will be paid for some sessions at the club. And others will be voluntary. Jake will also be taking individual lessons. Toby Mettam has completed 2 modules of his level 3 coaching qualification which will make him a fully qualified "stand alone" coach if he is successful.

JUNIOR TEAMS

It is the busiest time of the year for junior teams: we have a team in the S&D first division at Under 12 and 15 levels, playing on Sunday mornings; Under 8s, 9s and 10s will play some local fixtures and represent the club in the Aegon Yorkshire league.

JUNIOR CLUB CHAMPIONSHIPS

The Coaching team are holding Club Championship tournaments for all levels of players from under 8s to under 15s. We are also hosting the LTA "Road to Wimbledon" competitions for both boys and girls. These have so far been very well attended, bringing many parents and supporters to the club to watch the events.

LADIES TOURNAMENT

There will have been a Ladies Tournament played this morning, weather permitting, for the sole purpose of raising money for July's Junior Presentation Evening.

SUMMER MEMBERSHIP SCHEME

[illegible]

Membership receipts 2017										
Type	Jan	Feb	Mar	April	May	June	July	Aug-Sept	Oct - Dec	TOTAL
Senior	147	22	3	1						173
Juniors	108	11	3	6						128
Non playing	37	5	1	1						44
Student	3	6	0	0						9
Coaches	1	0	0	0						1
Hon Members	2	0	0	0						2
	298	44	7	8						357
	May		May			year		year difference		
	2017		2016	Diff		2016				
Senior	173		179	-6		192		19		
Juniors	128		127	1		153		25		
Non playing	44		43	1		53		9		
Student	9		4	5		10		1		
Coaches	1		2	-1		2		1		
Hon Members	2		3	-1		3		1		
	357		358	-1		413		56		

Isobel said that she had spoken to Mike Rodgers regarding a tournament in memory of club member Barry Hodges. Mike to come back with further details.

Tony read out a letter from Russ Shelbourne thanking Dave Allen, the Committee and Club members for what he said had been an enjoyable time at the club.

7. AOB

Isobel to send an email out to members regarding a Special General Meeting. The meeting is to seek approval for the grants and loans for the court replacement project **Action IH**

It was also agreed the coffee machine was to be altered to accommodate new £1. This change is to be in place by 1 July. **Action GS**

League tennis - There appeared to have been a problem with one of the Men's league fixtures. This was discussed in length and the issue has been resolved.

Tony to inform the security firm of the changeover in Key Holders. **Action TE**

Next Committee Meeting..... Wednesday 5 July....6.30pm