

Dunstable Tennis Club
Minutes of Annual General Meeting
Friday 8th March 2024

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| 1 | Welcome by Chairman Graham Morgan |
| 1.1 | Graham thanked everyone for coming and explained the purpose of the meeting. |
| 2 | Presentation of Juniors' awards |
| 2.1 | The Shanley Shield for the most improved Junior girl went to Gabriella Krupski. The Norman Shield for the most improved Junior boy went to Frank Orajek. Congratulations to both youngsters. |
| 3 | Apologies for absence |
| 3.1 | Apologies and reasons received from: Jane Wigley, Glenn Wigley, AJ Webley, Debbie Chapman, Mark Cant, Kelvin Peach, Alan Harris. |
| 4 | Minutes of 2023 AGM |
| 4.1 | The 2023 AGM minutes were accepted as accurate – approved by Joe Smitham and Jacqui Crossley. |
| 5 | Matters arising from 2023 AGM minutes |
| 5.1 | None. |
| 6 | Chairman's report: Graham Morgan |
| 6.1 | Graham started by thanking Mike for chairing last year's AGM. He also asked everyone to take a moment to remember club members who sadly passed away during the past year - Megan Taylor, David Bradshaw, John Hemsley. |
| 6.2 | <p>Thirteen years now as Chairman - the LTA's recommendation is 3 years to settle into a position and to serve no more than 9 years. Food for thought maybe.</p> <p>Graham thanked all Committee members for their dedication and commitment. Glenn Wigley is standing down from Club Development and Mark Cant from Media Manager. Graham thanked both for the time and effort they have given.</p> <p>There are of course others that also do a lot for the good of the club outside of the remit of the committee and I thank you all for your contributions.</p> |

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| 6.3 | <p>This year past, Graham has:</p> <ul style="list-style-type: none"> • chaired all committee meetings, the minutes of which are posted on the noticeboard after each meeting. • been re-elected as DTC rep on the Beds LTA committee and attended 3 committee meetings. (Mike Bartlett continues to represent DTC on the South Bedfordshire LTA committee) Important information is fed back where appropriate. • represented Beds LTA at the Dec 2023 regional council meeting • attended the LTA's regional workshop and club forum at Flitwick • held regular meetings (which can also involve Craig and Mike) with Leo Tutt, the LTA's local Regional Participation Development Partner • had a coaching review with Craig, whose contract has been renewed as from 1st January. • Represented DTC at the Dunstable International Twinning Association (DITA) meetings. <p>As an LTA accredited club, we have to comply with numerous guidelines to meet their accreditation standards. All our policies are reviewed regularly and are up-to-date. This ensures that there is a safe, diverse, inclusive, relevant, accessible, welcoming and enjoyable place for ALL to play tennis. Graham believes our club stands out from others in Beds because of the quality of the people who volunteer their time and skills to make us a popular club.</p> |
| 7 | Secretary's report: Anouska Harrison |
| 7.1 | <p>Anouska reported another great year at the club. Some great events last year including such highlight the Coronation Tea, Quiz nights and the Christmas party. Thank you for letting me be part of the committee for another year.</p> |
| 8 | Treasurer's report for year ending 31/12/23: Mike Bartlett |
| 8.1 | <p>Mike reported financially another good year for the club. After provision for the sinking fund for future replacement of assets, about £9k was added to club funds. As 2020 and 2021 were far from typical years with COVID and lockdowns, 2019 is also included in the accounts for comparison with a typical year.</p> <p>The first page covers the bar accounts. This is the first year the bar surplus has exceeded £10,000. Page 2 is the balance sheet showing the club's assets which continue to grow year on year to a new high of about £194k. The assets are represented by cash and the residual capital value of the infrastructure.</p> |
| 8.2 | <p>On page 3, the Income and Expenditure account shows how this year's income is again higher than pre-Covid levels, boosted by subscriptions, a record bar surplus and higher interest rates. Rolling annual membership with payment of</p> |

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| | <p>subs on a month-by-month basis is still very successful although ClubSpark can cause the odd issue with duplicate payments.</p> <p>£1,500 was donated to the club; a £500 bequest from the late Dave Bradshaw, and a generous departing donation of £1,000 from long-time member Brian Houston who moved out of the area in 2023. The club match funded these donations to buy long-lasting benches for the courts (using recycled materials).</p> |
| 8.3 | <p>Expenditure varies year on year within relatively small margins but one area of concern for 2024 will be energy costs. Our current 3-year deal on electric costs ends on 31st March and the new rates are nearly double that was previously rate set in 2021. However we are starting to see lower usage costs from the replacement LED floodlighting, improved insulation and double glazing. A reminder to all members: please do not leave heaters on unnecessarily or leave the door open while heating is on.</p> <p>Court maintenance costs were higher due to deep cleaning work brought forward from 2024. The two clubhouse windows were replaced with double glazed units. Higher spend on tennis balls is due to the rise in cost of tennis balls by about 30% this year.</p> |
| 8.4 | <p>The last page gives a full breakdown of the assets and funds held by the club. The sinking fund has been increased to £72k and will have to be monitored carefully at the end of the year taking into account recent high inflation. A sinking fund is only being maintained for court surfaces, not for the clubhouse and floodlights as no replacement is envisaged, only maintenance.</p> <p>The committee is proposing an increase in subscriptions but below inflation levels of the last year to keep membership affordable at a time living standards are under pressure. The committee is confident the club will continue to generate enough income to maintain the sinking fund and to fund further improvements given other income streams can be maintained, particularly the bar.</p> |
| 8.5 | <p>The club uses multiple payment systems; bar transactions through the iZettle system with some cash, subs paid through GoCardless or direct to bank, coaching & PAYG paid through Stripe.</p> <p>Thanks to Tony for maintaining a complicated cash/bank hybrid system, Nigel for auditing the accounts, Jenny and Graham for the social & tournament accounting, Brian and Tony for collecting match and tournament fees and Craig for help with the coaching PAYG payment systems.</p> |
| 8.6 | <p>Accounts were accepted – proposed by Kieran McMahan, seconded by Lukasz Luczak.</p> |

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| 8.7 | Graham added that Mike keeps a tally of members' Club appearances with a special award for 100 appearances. Congratulations to Mike for reaching 500! Graham presented him with a Guinness glass. |
| 9 | Match Secretary's report: Anne Bartlett |
| 9.1 | Anne flagged a tweak to the rules, following a rebellious stance on rearrangements by Leighton Buzzard (they announced that they would not do any). If a match cannot be played due to the weather or court condition then nothing changes, we rearrange, otherwise, 3 days' notice of cancellation is required. If we have less than 3 days, or it cannot be fitted in before season end, opponents may claim the match. If a rearrangement is requested for a second time, even with the required 3 days' notice, the match may be claimed. |
| 9.2 | <p>The knockout competition once again has 3 entrants with Venue 360 getting a bye to the final. This means we will play Flitwick & Ampthill away on 15th August in the semi- final. Our local derby is mixed A v B to be held on 25th August.</p> <p>Anne thanked Club Captain Brian for his commitment over the last few seasons.</p> |
| 10 | Committee Members' reports |
| A | Junior Committee rep: Debbie Chapman (not present) |
| | <p>Debbie's report outlined League results: Winter 2022/23 U14s came 3rd and U16s came 1st. Summer 2023 the U16s came 4th. For the Summer 2024 league, we have entered U14s and U18s.</p> <p>Club Junior Tournaments – we ran 2 yellow ball events – U16s singles and doubles. Well done to all the players who entered.</p> <p>We have had several players promoted to intermediate membership and are joining in with adult sessions such as Winter League: Joshua and Jamie Brown, Ben Hale-Brown, Harry Putwain, Malcolm Jolly, Kristian Stovey, Maya Zaniewska, Kaelan Wildman-Burgess, Frank Quinn.</p> |
| | <p>The club staged the Junior Road to Wimbledon. Ethan Chapman and Harley Gore won the Regional Finals for U18 Boys Doubles and went through to play at the finals at Wimbledon in August.</p> <p>We will be holding the club qualifiers for this year's Road to Wimbledon in the categories of U14 singles and U18 doubles. The winners will then go through to the Regional Finals.</p> |

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| | <p>The Junior Christmas party was a success and enjoyed by the junior members.</p> <p>Ethan was selected to represent Bedfordshire in the U18 County Cup team last weekend playing at Wrexham. They came 2nd in their group, narrowly missing promotion losing 4-5 on the final day.</p> |
| B | <p>Club Captain: Brian Griffith</p> |
| | <p>With Anne, Brian thanked all Team Captains for their contributions to Dunstable league tennis this year - thanks to Josh, Lukasz, Kieran, Jo, Frances, AJ, Jenny, Mike and the other Brian.</p> <p>Very special thanks to Brian Clare and Kevin Drew for running our ever-popular Winter League. Also to Rich Haddock for running our winter singles league which now has 2 divisions, 12 players in each division, including men and women.</p> <p>As in 2023 we once again ran 17 adult events in our club tournament and 2 junior events. A successful Finals Day in September will hopefully be repeated this year. Entry lists will go up on the notice board on 31st March for our 2024 tournament, the closing date for entries is Friday 26th April 11:30pm.</p> |
| | <p>Team achievements: our Knockout Cup team again lost a very tight semi-final to Luton Vauxhall.</p> <p>In the summer:</p> <ul style="list-style-type: none"> • Our Men's A were 6th in Division 1 • Our Men's B were 4th in Division 2 • Our Men's C were 6th in Division 4 • Our Ladies were 2nd in Division 1 • Our Mixed A were 4th in Division 1 • Our Mixed C were 6th in Division 2 • Our Mixed B won Division 2 <p>At the time of compiling this report, winter positions are not yet finalised.</p> |
| | <p>Our Christmas and Easter bank holiday events were again well attended by the members and sadly, poorly attended by the weather.</p> <p>The entry list for our Easter Monday tournament on 1st April will go up on Friday 8th March. Please use the list by the bar to enter, no social media entry.</p> |
| C | <p>Bar Manager: Tony McMenamin</p> |
| | <p>Tony reported that the bar made about £10,500, up about £600 on the previous year. He thanked 'Betty' and 'Mabel' (you know who you are) as without their</p> |

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| | <p>help the bar would not be open as often as it is and profits would not be so good. He mentioned Anita Norling who has resurrected the darts tournament which has livened up the occasional quiet Friday night.</p> |
| D | <p>Safeguarding Officer: Anneliese Webley (not present)</p> |
| | <p>AJ's report confirmed that all coaching staff are LTA accredited and therefore up to date with 1st Aid and DBS checks as carried out by the LTA.</p> <p>The 1st aid box remains well stocked. Craig monitors ice packs, and he lets AJ know when these need re-ordering. Some re-useable ice packs were purchased this year which have been working well.</p> <p>Our safeguarding policy has been updated by Graham. There have been a couple of safeguarding incidents this year, but these were dealt with appropriately and with support from the LTA.</p> <p>Thanks are due to Graham and the rest of the committee for their help and commitment once again over the last year.</p> |
| E | <p>Social Secretary: Jenny Morgan</p> |
| | <p>Jenny reported another full year of social events with mixed emotions. We held a couple of quiz nights with ploughman's suppers. Many thanks to Jacqui and Steve and Tony and Teresa for hosting the two events. It was great to have some new quizmasters with different ideas. If anyone would like to try their hand at hosting a quiz, please let Jenny know.</p> <p>May saw the coronation of King Charles and we held a celebration afternoon tea with social tennis for those who wished to play. Thank you to all who contributed to the buffet.</p> |
| | <p>July saw the return of the annual summer BBQ. Again this was well attended, and the weather was kind to us. Thank you to Graham and Alan the BBQ Kings and to all who helped with the salads and desserts.</p> <p>In August we hosted Roger's 80th birthday party which, although a private function, was attended by many club members. Thank you to Jenny's catering buddies, Roger really enjoyed his party and appreciated the effort.</p> <p>August saw us hosting our German friends from Porz for the first time since Covid. It was a lovely few days and the 70's themed party on the Saturday night went down a storm. Thank you to those who once again helped and to those who made a fantastic effort to dress up and attend.</p> |

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| | <p>Summer was rounded off with the Club Finals Day in September. Unfortunately, the club member we used for catering last year was no longer available, so we reverted back to the usual BBQ cooked by our chairman.</p> |
| | <p>It was with great sadness in October that we learned of the passing of our dear friend and long-time club member Dave Bradshaw. It was a great honour to hold his wake at the club on November 3rd with so many of his friends and family. Many members offered to contribute to the catering and the afternoon and evening was a perfect celebration of the life of a wonderful gentleman.</p> |
| | <p>November was the Chairman's Supper. Once again thanks to a 'friend' we were able to borrow tables and chairs and with full use of all our facilities including the veranda we were able to spend a pleasant evening in reasonable comfort.</p> <p>Christmas saw the big Jim Ball's Christmas Party. The event was well supported with many guest stars, and it was another successful start to the festive season. Thank you as always to the band members for their time and effort in putting together another fabulous programme.</p> |
| | <p>Jenny ended by thanking all those who have attended and helped with our social events this year. Our wonderful catering elves and special thanks to Tony Mac and Brian Griffith for constantly manning the bar. Watch out for posters, emails and Facebook posts for future events - please keep supporting your club.</p> |
| F | <p>Membership Secretary: Jane Wigley (not present)</p> |
| | <p>Jane's report started by thanking Graham and Mike as any queries regarding membership come usually by email which they sort out, making her job easy.</p> <p>Membership has dropped slightly from last year, which was a total of 262 active members. We currently have 231 comprising 59 juniors and 172 adults, so a slight decrease in both categories on last year. With ClubSpark operating club membership it is an ongoing rolling process with everyone's renewal dates being different, but these are more or less accurate figures.</p> <p>Graham added a plea to members to renew but NOT to join again!</p> |
| G | <p>Media Manager: Mark Cant (not present)</p> |
| | <p>Mark's report explained that it has been an honour to serve in this role, contributing to the growth and visibility of our club. He expressed gratitude to all members for their support, collaboration, and dedication throughout his tenure. Together, we have achieved significant milestones and made strides in enhancing the club's online presence and community engagement.</p> |

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| | <p>A highlight has been the introduction of Club Spark which has been successful in attracting new members and retaining existing ones. The accessibility and efficiency of Club Spark has played a pivotal role in our membership growth, reflecting positively on the vitality of our club.</p> <p>Our lively Facebook page has been instrumental in increasing our visibility within the local community. By sharing engaging content, event updates, and capturing the spirit of our club, we have fostered a vibrant online community that reflects the warmth and camaraderie of Dunstable Tennis Club. Mark looks forward to continuing to support the Club for its continued success.</p> |
| H | House Manager: unfilled |
| | No report. |
| I | Club Development: Glenn Wigley (not present) |
| | Glenn's report noted the installation of two new windows at the front of the clubhouse, installed by Mick Sharpe. They are a great addition to the clubhouse complimenting the bifold doors and shutter installed a few years ago. |
| J | Member/Volunteer Coordinator: Alan Gore |
| | Nothing to report. |
| K | Court Management: Jacqui Crossley |
| | <p>Jacqui reported that Courts 1, 2 & 3 were deep-cleaned last Autumn. Courts 4 & 5 are due this year plus Court 6 due to the rain in February. A couple of nets were replaced.</p> <p>Reminder to all members - in better weather please sweep courts after play. Jacqui will buy new brushes.</p> |
| L | Coaching rep: Craig Keeling |
| | <p>Craig started with a big thanks to the club for renewing his contract, to Coaches Connor and Jassa for their coaching roles and Debbie as junior organiser.</p> <p>Our junior coaching programme has seen an increase in number of new attendees throughout the year. Our busiest terms are summer and Autumn and the number of girls attending has increased with the help of our new introductory youth girls courses which we set up last summer.</p> <p>We run a number of introductory 6 week courses in the summer to attract new</p> |

| | <p>children to the club as well as our other sessions from Tots to teens.</p> <p>We have a number of school links with local schools such as Priory Academy, Lancot Academy, Vale academy and St Mary's where we've run either curriculum coaching in lessons or after school clubs. The local schools' games organiser runs the primary and secondary school competitions at the club too.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | <p>We have increased the number of junior open competitions through the year and will be looking to organise more internal competitions for our beginner players.</p> <p>There will be a number of open (adult) singles events too. Our adult coaching sessions remain popular, and it is great to see a number of these players now playing regularly in social sessions at the club.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>Future plans are to offer team captains the chance of team training, A doubles drills sessions as well as developing our inclusion and disability sessions for 2024.</p> <p>Craig is planning an open day in April in time for the summer season. If anyone would like to help out on the day then please let Craig know.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | Amendments to Constitution | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.1 | No proposals received from members. The Committee proposed the following subscriptions, effective from 1 st April 2024: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.2 | <table border="1"> <thead> <tr> <th>Type of member</th> <th></th> <th>Full-price Annual</th> <th>Monthly x12</th> </tr> </thead> <tbody> <tr> <td>Adult (Senior)</td> <td>Aged over 25</td> <td>£208</td> <td>£18.50 (€222)</td> </tr> <tr> <td>Couples</td> <td>Residing at same address</td> <td>£390</td> <td>£33.50 (€402)</td> </tr> <tr> <td>Family</td> <td>Residing at same address</td> <td>£435</td> <td>£37.50 (€450)</td> </tr> <tr> <td>Senior Citizen</td> <td>Entitled to state pension age</td> <td>£128</td> <td>£12.00 (€144)</td> </tr> <tr> <td>Country</td> <td>Resident over 15 miles away</td> <td>£116</td> <td>£11.25 (€135)</td> </tr> <tr> <td>Off-Peak</td> <td>Mon-Fri, daytime only</td> <td>£116</td> <td>£11.25 (€135)</td> </tr> <tr> <td>Intermediate</td> <td>Up to age 25 years</td> <td>£109</td> <td>£10.50 (€126)</td> </tr> <tr> <td>Junior</td> <td>Aged 10-18 years</td> <td>£85</td> <td>£8.00 (€96)</td> </tr> <tr> <td>Mini Tennis</td> <td>Under 10 yrs on 1st April</td> <td>£29</td> <td>£3.00 (€36)</td> </tr> </tbody> </table> | Type of member | | Full-price Annual | Monthly x12 | Adult (Senior) | Aged over 25 | £208 | £18.50 (€222) | Couples | Residing at same address | £390 | £33.50 (€402) | Family | Residing at same address | £435 | £37.50 (€450) | Senior Citizen | Entitled to state pension age | £128 | £12.00 (€144) | Country | Resident over 15 miles away | £116 | £11.25 (€135) | Off-Peak | Mon-Fri, daytime only | £116 | £11.25 (€135) | Intermediate | Up to age 25 years | £109 | £10.50 (€126) | Junior | Aged 10-18 years | £85 | £8.00 (€96) | Mini Tennis | Under 10 yrs on 1st April | £29 | £3.00 (€36) |
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| Senior Citizen | Entitled to state pension age | £128 | £12.00 (€144) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Country | Resident over 15 miles away | £116 | £11.25 (€135) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Social | Non-playing member | £10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.3 | Savings can be made by paying the annual full price in one go rather than monthly, as shown below. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.4 | All playing members paying monthly will be required to pay through ClubSpark Dunstable Tennis Club / Membership (lta.org.uk) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11.3 | This subscriptions proposal was approved – proposed by Pat Stone, seconded by Alex Knight. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | Election of Officers and Committee Members for 2024/2025 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12.1 | <p>Current Officers and Committee members:</p> <table border="1"> <thead> <tr> <th>Officers</th> <th></th> <th>Member</th> <th></th> </tr> </thead> <tbody> <tr> <td>Chairperson</td> <td>Graham Morgan</td> <td>Bar Manager</td> <td>Tony McMenamin</td> </tr> <tr> <td>Hon. Secretary</td> <td>Anouska Harrison</td> <td>Membership Secretary</td> <td>Jane Wigley</td> </tr> <tr> <td>Treasurer</td> <td>Mike Bartlett</td> <td>Club Captain</td> <td>Brian Griffith</td> </tr> <tr> <td>Match Secretary</td> <td>Anne Bartlett</td> <td>Minutes Secretary</td> <td>Claire McMenamin</td> </tr> <tr> <td></td> <td></td> <td>Social Secretary</td> <td>Jenny Morgan</td> </tr> <tr> <td rowspan="5"><i>NB. Vacant positions can be voted on at the AGM without the need for a pre-delivered nomination form</i></td> <td></td> <td>Junior Committee rep.</td> <td>Debbie Chapman</td> </tr> <tr> <td></td> <td>House Manager</td> <td>Vacant position</td> </tr> <tr> <td></td> <td>Media Manager</td> <td>Mark Cant</td> </tr> <tr> <td></td> <td>Welfare Officer</td> <td>Anneliese Webley</td> </tr> <tr> <td></td> <td>Club Development Officer</td> <td>Glenn Wigley</td> </tr> <tr> <td></td> <td></td> <td>Member Liaison Officer</td> <td>Alan Gore</td> </tr> <tr> <td></td> <td></td> <td>Court Management</td> <td>Jacqui Crossley</td> </tr> </tbody> </table> | Officers | | Member | | Chairperson | Graham Morgan | Bar Manager | Tony McMenamin | Hon. Secretary | Anouska Harrison | Membership Secretary | Jane Wigley | Treasurer | Mike Bartlett | Club Captain | Brian Griffith | Match Secretary | Anne Bartlett | Minutes Secretary | Claire McMenamin | | | Social Secretary | Jenny Morgan | <i>NB. Vacant positions can be voted on at the AGM without the need for a pre-delivered nomination form</i> | | Junior Committee rep. | Debbie Chapman | | House Manager | Vacant position | | Media Manager | Mark Cant | | Welfare Officer | Anneliese Webley | | Club Development Officer | Glenn Wigley | | | Member Liaison Officer | Alan Gore | | | Court Management | Jacqui Crossley |
| Officers | | Member | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chairperson | Graham Morgan | Bar Manager | Tony McMenamin | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hon. Secretary | Anouska Harrison | Membership Secretary | Jane Wigley | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Treasurer | Mike Bartlett | Club Captain | Brian Griffith | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Match Secretary | Anne Bartlett | Minutes Secretary | Claire McMenamin | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Social Secretary | Jenny Morgan | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <i>NB. Vacant positions can be voted on at the AGM without the need for a pre-delivered nomination form</i> | | Junior Committee rep. | Debbie Chapman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | House Manager | Vacant position | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Media Manager | Mark Cant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Welfare Officer | Anneliese Webley | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Club Development Officer | Glenn Wigley | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Member Liaison Officer | Alan Gore | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Court Management | Jacqui Crossley | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12.2 | <p>Harley Gore stepped up to be Media Manager – proposed by Jenny Morgan, seconded by Anne Bartlett. Well done and welcome to Harley!</p> <p>Apart from those stepping down (Mark & Glenn), all existing Committee members were re-elected en masse. Proposed by Wendy Smitham, seconded by Frances McMahon. No volunteers for the House Manager or Club Development roles – if anyone has interest after the AGM, please speak to Graham.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | Porz Tennis Club – twinning update | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13.1 | <p>Graham explained that Dunstable Tennis Club is twinned with Rot-Weiss Tennis Club, Porz, Germany. Last summer, for the first time since the pandemic, our Club hosted a visit from our German friends from 17th - 20th August, celebrating the 50th Anniversary of twinning between our two clubs.</p> <p>This year we visit Germany from 17th – 20th June. We hope to join in the celebrations of their club being 50 years old.</p> |
| 14 | Any other business (declared before the start of the meeting) |
| 14.1 | Anne Bartlett said that she would be happy to take any young members to her fixtures meeting for some experience to find out how it all works. Perhaps some young members needing to do volunteer work for Duke of Edinburgh. |
| 14.2 | Any members issues, please speak to Alan Gore if prefer to speak one-to-one. |
| 14.3 | Andy Riley flagged the low court usage Sunday afternoons and suggested they might be used to attract families. Craig mentioned that LTA rally is to use some courts. Mike Bartlett suggested we could look at key-pad entry system for such events. Alan Gore flagged that this would need volunteers to supervise. Graham will investigate the idea. |
| 14.4 | Lucasz Luczak asked about outreach in schools. Craig explained that we liaise with schools for events and tournaments. Such as 360 venue school sessions. |
| 14.5 | Craig Keeling expressed thanks to Kieran and Dave for organising morning sessions on Tuesdays and Fridays. |
| 14.6 | Jenny raised a vote of thanks from everyone to Chairman Graham. |
| 15 | Date of next AGM meeting: Friday 7th March 2025 (tba) |
| 15.1 | Date of first meeting of the new Committee: Monday 18 th March 2024, to be confirmed by the new Committee members after the AGM. |

Meeting closed at 9.20pm – Claire McMenamin took minutes.

AGM 2024 Attendance Log:

| | | | |
|---|------------------|----|------------------|
| 1 | Claire McMenamin | 15 | Joel Lai |
| 2 | Wendy Smitham | 16 | Anouska Harrison |

| | | | |
|----|-----------------|----|--------------------|
| 3 | Joe Smitham | 17 | Frances McMahon |
| 4 | Brian Griffith | 18 | Kieran McMahon |
| 5 | Alan Gore | 19 | Craig Keeling |
| 6 | Tony McMenamin | 20 | Dan Jarvis |
| 7 | Marek Rudzinski | 21 | Jenny Morgan |
| 8 | Jacqui Crossley | 22 | Anne Bartlett |
| 9 | Alex Knight | 23 | Adrian Luczak |
| 10 | Andy Burt | 24 | Agnieszka Szklaruk |
| 11 | Graham Morgan | 25 | Lukasz Luczak |
| 12 | Pat Stone | 26 | Tojo Cherian |
| 13 | Nick Cumbers | 27 | Jane Sutton |
| 14 | Martin Peck | 28 | Andy Riley |

ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2023

The aim of Dunstable Tennis Club is to promote the playing of tennis by players of all ages and abilities in the local area.

The Tennis Club is a private members' club affiliated to the Lawn Tennis Association.

Members retain all trading surpluses for the upkeep and improvement of the club facilities.

Each year members' subscriptions are agreed at the Annual General Meeting of the club and are set to provide income sufficient to maintain the proper running of the club.

A committee of unpaid volunteers manages the operation of the Club. The club has no employees.

Bar Trading Account

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|--------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Cash banked | £17,937 | £10,724 | £14,291 | £24,468 | £26,795 |
| Less opening cash | £1,267 | £692 | £1,152 | £274 | £206 |
| Plus closing cash | <u>£692</u> | £692 | <u>£270</u> | £206 | £-4 |
| Total Sales | £17,362 | £10,302 | £15,406 | £24,400 | £26,584 |
| Purchases | £10,185 | £6,336 | £8,825 | £14,340 | £16,323 |
| Plus opening stock | £1,527 | £1,241 | £889 | £921 | £688 |
| Less Closing stock | <u>£1,241</u> | <u>£889</u> | <u>£921</u> | <u>£688</u> | <u>£794</u> |
| Cost of Sales | £10,472 | £6,689 | £8,793 | £14,572 | £16,217 |
| Funds raised for club | £6,891 | £3,613 | £6,614 | £9,827 | £10,368 |
| Operating percentage achieved | 39.7% | 35.1% | 42.9% | 40% | 39% |

Dunstable Tennis Club

Balance Sheet at 31 December 2023

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|-----------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| <u>FIXED ASSETS</u> | | | | | |
| Tennis Courts 1,2,3 | | | | | |
| Resurfacing (2017) | £30,236 | £25,916 | £21,596 | £17,276 | £12,956 |
| Floodlights (2022) | | | | £15,766 | £14,936 |
| Tennis Courts 4,5 | | | | | |
| Resurfacing (2018) | £43,602 | £38,152 | £32,702 | £27,252 | £21,802 |
| Floodlights (2021) | £0 | £0 | £14,742 | £13,104 | £11,466 |
| Tennis Court 6 | | | | | |
| Resurfacing (2018) | £12,600 | £11,025 | £9,450 | £7,875 | £6,300 |
| Floodlights (2020) | £0 | £9,823 | £8,731 | £7,640 | £6,548 |
| Kidzone | £0 | £0 | £0 | £0 | £0 |
| Clubhouse | | | | | |
| Extension (2021) | £0 | £0 | £25,328 | £23,995 | £22,662 |
| Total | £86,438 | £84,916 | £112,550 | £112,908 | £96,671 |
| <u>CURRENT ASSETS</u> | | | | | |
| Stock- Bar | £1,241 | £889 | £920 | £688 | £794 |
| Debtors (monies owed to DTC) | £1,980 | £250 | £5,100 | £344 | £559 |
| Investments | £56,000 | £64,500 | £57,500 | £71,016 | £98,612 |
| Bank Balance | £1,400 | £1051 | £820 | £1,822 | £1,810 |
| Cash | <u>£951</u> | <u>£421</u> | <u>£576</u> | <u>£436</u> | <u>£116</u> |
| Total | £61,572 | £67,111 | £64,916 | £74,306 | £101,892 |
| <u>GROSS ASSETS</u> | £148,010 | £152,027 | £177,466 | £187,215 | £198,563 |
| <u>CURRENT LIABILITIES</u> | | | | | |
| Creditors (to be paid from 2022 income) | £1,524 | £675 | £1,672 | £1,535 | £3,987 |

| | | | | | |
|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| <u>NET ASSETS</u> | £146,487 | £151,352 | £175,794 | £185,680 | £194,576 |
|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|

REPRESENTED BY

| | | | | | |
|---------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Accumulated funds | £118,477 | £120,352 | £133,794 | £127,680 | £122,576 |
| Tennis Court Sinking Fund | £28,010 | £31,000 | £42,000 | £58,000 | £72,000 |
| | £146,487 | £151,352 | £175,794 | £185,680 | £194,576 |

Mike Bartlett

Treasurer, Dunstable Tennis Club

Dunstable Tennis Club

Income and expenditure Account

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|
| <u>Income</u> | | | | | |
| Subscriptions (adult/juniors) | £19,637 | £17,460 | £25,519 | £29,817 | £29,854 |
| Coaching surplus (PAYG) | £215 | £0 | £0 | £542 | £0 |
| Match Fees | £1,061 | £508 | £0 | £992 | £705 |
| Floodlights | £1,498 | £491 | £1,545 | £1,595 | £1,649 |
| Bar Trading | £6,891 | £3,613 | £6,614 | £9,827 | £10,368 |
| COVID, donations & other grants | £0 | £12,334 | £21,907 | £0 | £1,500 |
| Social | £737 | £105 | £107 | £1,095 | £1,077 |
| Interest & Tax relief | £26 | £20 | £8 | £34 | £773 |
| Tournaments | £340 | £254 | £233 | £254 | £404 |
| Sundry Income | <u>£200</u> | <u>£267</u> | <u>£205</u> | <u>£21</u> | <u>£145</u> |
| Total Income | £30,604 | £35,052 | £56,138 | £44,178 | £46,476 |
| <u>Expenditure</u> | | | | | |
| Heat Light and Water | £2,341 | £1,846 | £1,614 | £3,022 | £2,314 |
| Telephone & internet | £830 | £886 | £766 | £753 | £790 |
| Music Licensing | £581 | £0 | £0 | £0 | £0 |
| Insurance | £1,253 | £1,162 | £875 | £867 | £1035 |
| Maintenance to Clubhouse | £1,145 | £747 | £0 | £106 | £105 |
| Maintenance to Courts & grounds | £2,867 | £2,712 | £4,201 | £2,580 | £5,040 |
| Clubhouse expansion/improvement | £0 | £4,181 | £1,125 | £3,924 | £3,273 |
| Cleaning and rubbish disposal | £1,807 | £1,074 | £1,651 | £1,481 | £2,104 |
| Net coaching cost | £0 | £1,144 | £1,314 | £0 | £580 |
| Junior equipment and training | £225 | £390 | £84 | £191 | £531 |

| | | | | | |
|----------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Tennis Balls | £1,120 | £538 | £1,108 | £1,382 | £1,578 |
| Registration fees | £660 | £712 | £720 | £720 | £810 |
| League fees | £469 | £52 | £296 | £196 | £190 |
| Rent & Rates | £1,676 | £1,515 | £1,557 | £1,597 | £1,558 |
| Trophies | £387 | £89 | £354 | £254 | £766 |
| Sundry Expenses | £1,382 | £702 | £623 | £981 | £670 |
| Total Expenditure | <u>£14,937</u> | <u>£17,751</u> | <u>£16,288</u> | <u>£18,055</u> | <u>£21,343</u> |
| | | | | | |
| Surplus income over expenditure | £15,666 | £17,301 | £39,850 | £26,123 | £25,133 |
| | | | | | |
| Less infrastructure depreciation | <u>£11,345</u> | <u>£12,436</u> | <u>£15,407</u> | <u>£16,237</u> | <u>£16,237</u> |
| | | | | | |
| Net Surplus/(Loss) | £4,321 | £4,865 | £24,433 | £9,886 | £8,895 |

Dunstable Tennis Club

Notes to Club Accounts - Year Ended 31 December 2023

| | | |
|----------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | LEASE | In 2005 the Club acquired a new lease that runs until 31 December 2042. (with a termination option in 2037) Currently the annual rent is £1515 |
|----------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------|

| 2 | INVESTMENTS | 2022 | 2023 |
|---|--------------------------------|---------|---------|
| | Lloyds Bank Investment Account | £71,016 | £98,612 |

| 4 | ACCUMULATED FUNDS | 2022 | 2023 |
|---|---------------------------------|-----------|-----------|
| | Balance at start of year | £133,794 | £127,680 |
| | Surplus/(Deficit) in the year | £9,886 | £8,895 |
| | Transfer from (to) sinking fund | (£16,000) | (£14,000) |
| | Balance at end of year | £127,680 | £122,576 |

| 5 | TENNIS COURT SINKING FUND | 2022 | 2023 |
|---|----------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| | This is a fund that needs to be available for replacement of capital assets such as tennis court resurfacing, fencing and other major works. | | |
| | Balance as at start of year | £42,000 | £58,000 |
| | Transfer from (to) accumulated funds | £16,000 | £14,000 |
| | Balance at end of year | £58,000 | £72,000 |

