

## ELTC Minutes 5<sup>th</sup> December 2017

Present CD RH HK Rose H JS RO MB VF HP RW

Apologies: JC

	Item	Action
1	<p>Minutes of previous meeting: The minutes of the previous meeting held on 1st November accepted as an accurate account.</p> <p>Matters arising from previous minutes:</p> <p><b>Honours Board:</b> Almost completed Rocky will get update on progress from Julian.</p> <p><b>Notice board:</b> WNST have agreed the grant can be reassigned to purchase another mini net on wheels. JS has contacted the company concerned as Peter also requested replacement break wheels. These will be ordered at the same time. Remainder to go towards rejuvenating / replacing existing one.</p> <p><b>Complaints Update:</b>            Sunday 28<sup>th</sup> June: Complainant has been refunded and thanked committee for the way the complaint was handled</p> <p><b>Ball Machine:</b> Members at AGM were advised ball machine has been purchased. Further notice to go out to members re hire options in the New Year.</p> <p><b>Trees and hedges:</b> Rosette attended the meeting and gave a summary of the work completed so far. This included weeding around tarmac courts and by practice wall.</p> <p>Removing the weeds completely by pulling them up should mean less moss next year and could also negate the need for a trench. Now that we have Rosette on board this can be reviewed in spring and would be less costly than a trench. Rosette will also liaise with Barrie re the mowing which would next be done around March.</p> <p>Access to behind courts: all felt worthwhile to reconsider putting some sort of gate in near the tree to discourage children from accessing around the courts. Mindy commented that we had previous complaints from residents in All Souls Avenue re children throwing bricks onto the road from that area. Rosette will measure up and come up with some ideas and will also contact Barrie who offered help in the past.</p> <p>Bins: Rosette has also been in touch with Veolia regarding bin collections and has suggested having the bins clearly labelled with what can go in which bin as well as which days they are collected. She will also arrange to remove rubbish at the side to the dump. Rosette will come up with design and Rocky will arrange laminates for top and side of bins.</p> <p>Some discussion took place regarding the visibility of the bins by the gate and various options to smarten the area up. This was brought up at the AGM and agreed to be a good idea. Fencing panels to house the bins were the favoured option and Valerie, Mindy and Rosette agreed to look at costings and arrange to be put in place in the near future.</p> <p><b>Knotweed:</b> First treatment has been done as planned.</p> <p><b>Courts:</b>1- 3            Option of a rota was felt to be unachievable as members, especially at weekend are pushed for time and now that courts are busier with coaching members understandably really just want to come along and play.            It was suggested that Rosette tries out the shovel and brush method across the 3 courts and report back by February on how long it takes.            See AOB for full plans re courts 1 -6</p> <p><b>Memorial bench:</b> will be delivered on Tuesday 12<sup>th</sup> December.</p>	<p>RH</p> <p>HK</p> <p>VF MB RW</p> <p>RW</p>

	Sue will be on hand to meet supplier and Charles will be back up if needed.	
2	<p><b>Secretary:</b> ASL have been in touch requesting hire for extracurricular hire i.e. after 3.30pm next term. Dates and times were circulated to the committee and coaches prior to meeting. ASL requested the tarmac courts and feedback from the coaches was that the dates requested would significantly impact and disturb daily coaching schedules for juniors and mini tennis. ASL have hired the clay courts in the past with the option of using the tarmac if not in use. Jackie will contact again with this proposal. ASL students wear tennis shoes and their coaches are familiar with court brushing.</p> <p>2017 Minutes</p> <p>A folder containing the minutes of the meetings held December 2016 – November 2017 is now on the noticeboard.</p> <p>These will be added to the website as will those of future meetings throughout the coming year. Richard has offered to convert circulated approved minutes to PDF for the purpose of the website.</p>	JS
3	<p><b>Men's Captain:</b></p> <p>Peter has asked Henri to be the Liaison Officer between the coaches and the committee. This idea was welcomed.</p> <p>Aegon League - Henri will find out if enough interest to enter again. Elmwood men previously took part in this and matches were on Sundays.</p> <p>Entry for our Middlesex Summer League teams being finalised for deadline 22<sup>nd</sup> December.</p> <p><b>Coaching Assistant</b></p> <p>Henri's son James has started his level one coaching assistant course. Jackie had suggested Elmwood could sponsor him for this and all agreed this would be a good idea. A similar approach has been taken by other clubs.</p> <p>Peter has offered to have James help at mini tennis and Elmwood can support with gaining volunteer DBS and Safeguarding. Jackie has added James as a volunteer on the Elmwood LTA registration site to help with this. All agreed James would be a welcome volunteer and an asset to Elmwood.</p> <p><b>Practice Wall</b></p> <p>Following presentation at AGM it was agreed to survey the membership using survey monkey in the New Year. Mindy suggested it would be good to have a mock up on the fencing where it is being proposed so that members could get an idea of any visibility restrictions in daylight and when floodlit. Rocky has tarpaulin which can be used and Henri, Rocky and Mindy will put this up in the New Year.</p>	HP RH MB
4	<p><b>Ladies Captain:</b> Valerie reported that Peter has contacted some ladies regarding interest in playing for a second team in the summer.</p> <p>It was agreed that as we have many new members it would be a good idea to include all ladies on the membership to make sure all interested can be involved. Valerie will compose an email inviting all ladies to take part and Rose will send this to membership. It was noted that group emailing members should be done by bcc according to data protection training which was adopted last year.</p> <p>Valerie will feedback to Jean whether enough ladies to have a second team for the summer.</p> <p><b>Hooks for coats</b></p> <p>Valerie suggested we put up hooks on the floodlight posts for jackets and had some examples. All agreed that this was great idea. Valerie will cost and liaise with Mindy and Hak to get this done.</p>	VF/RH  VF

5	<p><b>Membership</b> The occasional person continues to join.408 members &amp; £40,076</p> <p><b>BTM Opt-In &amp; Wimbledon Ballot</b> Deadline 23-Feb-18. Last year we had 185 people Opted-In by the deadline. On 28-Nov we had 52 people Opted-In.Richard has emailed 142 people with no BTM and 144 with a BTM, but not opted-in. As of 3-Dec we had 91 people Opted-In. Richard will do another mailing in mid-Jan and a final one on 13-Feb.</p>	
6	<p><b>Fixtures Secretary:</b> next meeting</p>	
7	<p>Treasurers Report: 100 match balls have been donated to the ball machine. Hak will purchase 2 more brushes for courts and brush hook. Bar License has been renewed. Hak has signed Elmwood up for new transitional relief on monthly business rated which is a reduction of £10 per month for 1yr.</p>	
8	<p><b>Social Secretary:</b> Christmas party combining Laura’s band night with mulled wine and mince pies will be on Friday 22<sup>nd</sup> December.</p>	
9	<p><b>Bar steward:</b> Fridays have been quiet during winter.</p>	
	<p><b>AOB</b> Courts Update Richard had prepared discussion items from previous works. Summary below: <b>Courts 4 -6</b> Moss killing treatment took place on Tuesday 4<sup>th</sup> December. Membership advised in advance. Pressure Washing will be between 19-Dec &amp; 7-Jan. Date to be confirmed. Access to water supply confirmed as okay via tap by court 3. Presently turned off at the stop-cock as it leaks. Moss treatment - £ 470.00 + VAT (£564.00 inclusive). Pressure clean - £ 1,200.00 + VAT (£1,440.00 inclusive).</p> <p>Lee West (LTA surveyor &amp; used by The Avenue and by Elmwood for Court 1-3 re-build) has been approached to give us a quote for visiting Court 4-6 &amp; giving us his recommendation regarding re-surfacing. The courts were last resurfaced in summer 2006, painted in spring 2007 and again in spring 2014 - including some root damage repair. The likely outcome is a re-tarmac surface in 2018 with a repaint 5 years later and a total rebuild a further 5 years later. Retarmac cost would be approx. £25k Total rebuild approx. 30k per court. All present agreed this was worth doing and Richard will go ahead and appoint Lee West to survey.</p> <p><b>Courts 1-3</b> The SSP treatment , postponed from November is now scheduled for Jan-16.</p>	

Some discussion took place regarding how much clay should be added. Taking into consideration the Cumberland groundsman feedback and also Trevor May recommendations the following actions were agreed.

Richard will confirm the artificial clay maintenance by SSP for 16-Jan-18 (weather permitting) and arrange for 1-tonne (40-bags) of clay to be delivered the day before from Trevor May (£560 + VAT).

SSP will put 20-bags on courts 3 and 10 bags on courts 1 & 2.

The idea being to get court 3 to the recommended 2 mm depth and use the rest on the other courts.

Court 3 can then be played on & commented by the membership before any more clay is applied to courts 1 & 2 in the future.

Richard will ask Rosette to be present to let the people in and inspect at the end - as part of her paid duties.

Richard recommended an increase in the sinking fund annual payment from £10,000 p.a. to £12,500. This was agreed.

**November minutes:**

A request for the minutes of the confidential item discussed at the November has been received by the committee.

The confidential matter was classified as a disciplinary matter and was respectfully and accordingly not to be included in public minutes as a matter of confidentiality

**Next Meeting Tuesday 9<sup>th</sup> January 2018**