

ELTC Minutes 6th February 2018

Present: CD JS HK HP RO VF Apologies: MB Rose H JC RH

	ITEM	ACTION
1	<p>Minutes of previous meeting: The minutes of the previous meeting held on 9th January accepted as an accurate account.</p>	
2	<p>Matters arising from previous meeting Honours Board: Julian hopes to have time to do this over the next week or two. New wheeled mini nets and replacement wheels have been purchased and have now arrived. Peter has requested a further part for the existing wheeled nets. Once total purchase cost know then remaining balance will go towards updating existing board. Bins: New large general recycling bin is now in place with a cost saving of £800 per year. Ball Machine: There is a battery problem with the ball machine. It is a new purchase and is under guarantee. Dirk is contacting the manufacturer. Clay delivery: this took place on 17th January.</p>	<p>HK/JS</p> <p>HK</p> <p>RH</p>
3	<p>Secretary ASL – contact has been back in touch dates on calendar have been confirmed. Invoice will be issued in February. Payable in advance Quorn Tournament. Elmwood have registered for this as per Peter’s suggestion and offer to organise the day. Confirmation received today 6th February that registration was successful and pack will be despatched by end of month. Suitable date to host this at Elmwood to be confirmed.</p>	<p>JS</p>
4	<p>Men’s Captain Winter league matches ongoing. Some discussion took place about having a box league and how that might work. Members would sign up on the noticeboard, a table is filled in and players would then be sorted by ability. The box runs for 2 months. Henri thinks there will be interest and will follow up. Henri requested wine glasses for the matches and all agreed these could be purchased and kept in the kitchen. Practice Wall: tarpaulin mock-up will go up in Spring for member feedback.</p>	<p>HP</p>
5	<p>Women’s Captain 2 matches left for first and second teams. First team are 2nd in their division and 2nd team are around the middle. Court Hooks: next meeting On court seating: some seating would be welcomed by members and it was suggested that a suitable slim line flat bottom bench could be purchased. Valerie and Hack offered to research and see what is available. Sign for Female toilets has come off and cannot be found – Valerie will arrange another one from same supplier.</p>	<p>VF /HK</p>
6	<p>Membership 410 people New enquiries via coaching and Family Tournament. People continue to call/email via website details. BTM reminder will go out again in time for deadline. New shoe tags have been ordered. New after play maintenance e guide and video are now on the website.</p>	<p>RO</p>

7	Fixtures Secretary: Jean is attending the men's fixtures tonight and the women's tomorrow on Wednesday 7 th .	JC
8	Treasurer This is quiet time for incoming funds. Sinking fund and balance are in good shape ready for major projects.	
9	Social Secretary Next meeting	RH
10	Bar Steward: next meeting	MB
	<p>A.O.B</p> <p>Court Maintenance – courts 1-3 This took place on 1st February. Rosette was on site for this. Part of the feedback was to purchase a new rotating line brush and this will be done. Hak and Richard have the details and Hak will order.</p> <p>Grounds Tidy The redundant clay, pallets, and spare bins need to be removed (there are about 6-7 redundant broken bins by the big gate near court 1) Rosette is happy to help organise this after her exams and will need help. Green bins should ONLY go outside the night before collection. Rosette has the dates will look after this. Rubbish is being dumped in them We do still seem to have a certain amount of fly tipping and Rosette will also help look out for this and we should do the same.</p> <p>Floodlight Maintenance Floodlighting Services, Lee Finnegan, has been booked for 15th February to service the lights, clean the bulbs and reflectors cleaned and check the system. He will address all the issues raised so far. The fee is £560 + VAT and takes a whole day. The money collected from tokens is enough to cover the electricity and forms a sinking fund to pay for the lights maintenance and eventual replacement All agreed we should plan ahead and schedule the next one in 2 years' time with Lee.</p> <p>Tarmac Courts Site Survey Richard had prepared an executive summary which had been circulated to the committee and coaches together with a condition survey and inspection report prior to the meeting. There is subsidence in the south run-off of court 4 (this was noted when courts 4-6 was resurfaced in 2006 but funds were not available then to re-foundation. There is also some frost heave in the tram lines of court 6. As confirmed by Hak, the club is in a very good financial position and has planned for this. We have a sinking fund (saving for future court work) and at Nov-17 this stood at £65,000. The plan enacted by Hak is to increase the annual amount for all courts and lighting from £10,000 to £12,000. Options were discussed at length and 2 options were selected from 5. The decision was taken to formally commission Lee West to prepare Tender Documents for Court 4-6 for the 2 Full Court Rebuild Options which are fully LTA compliant. Both options involve breaking up the existing surface, installing a membrane, 150 mm new foundation stone and new perimeter edging, new tarmac, paint and new court equipment.</p>	<p>HK</p> <p>RW</p> <p>RO</p>

	<p>One option has 2 layers of tarmac and would be good for 25 years the other has one layer of tarmac and would be good for 10 years. Richard will appoint Lee West. The agreed fee of £225 plus VAT was approved. All present thanked Richard for preparing these reports and arranging all the recent court maintenance works.</p> <p>FRONT GATE All agree the front gate is in a poor state. Valerie has offered to look in the local reclaimed yard for a replacement.</p> <p>Coaching Assistant Henri reported that his son James has completed his DBS, safeguarding and first aid and can now fully support our coaches and club as needed volunteering where and when he can. The club has supported this financially and welcomed the opportunity to encourage a junior member. James was previously coached by Peter and has thanked club for supporting him. Some discussion took place re where James can help and how to keep up his enthusiasm and motivation. Although he has already been supported by Peter gaining experience with junior coaching, it was felt that there will be many more opportunities soon. New membership season starts shortly, school camps coming up and all responses to junior and family promotional activities will hopefully be coming in as well Peter's local school initiative. It was suggested that James could cover for Peter when he couldn't make the men's squad training as he knows everyone and it would be good experience and popular with squad. Jackie offered to check with LTA if his coaching qualification allowed him to work unsupervised.</p> <p>School Initiative Peter Neathey informed the committee today that the coaches have prepared, printed and hand delivered teachers letters and promotional flyers to 8 local primary schools. Over 1000 pupils in years 2 and 3 have received them. Peter has invited the teachers to the Junior finals on Friday Feb 9th at 5-30pm where James Petignat and Julian Williams have volunteered to be chair umpires. Peter and Flavia have also offered 1-hour tennis lessons for 6 and 7 year olds on the upcoming ½ term Thursday at £5 per session. Peter has led this schools' initiative and the committee present thought this was absolutely fantastic. Flyer on the noticeboard.</p> <p style="text-align: center;">Next Meeting Tuesday April 3rd</p>	<p>RO</p> <p>VF</p> <p>JS</p>
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