

ELTC Committee Meeting Minutes 11th September 2018

Present: Jackie (JS), Alex (AP), Rocky (DH), Rosette (RW), Henri (HP), Hak (HK), Charles (CD), Mindy (MD), Louisa (LB), Richard (RO), Valerie (VF), Richard (RO),

Apologies: Jean (JC),

	ITEM	ACTION
1	<p>Minutes of previous meeting</p> <p>The minutes of the previous meeting held on 17th July were accepted as an accurate account.</p>	
2	<p>Matters arising from previous meeting</p> <p><u>Ball machine</u>: 10 members have paid £100 each to have access to the machine. Member Dirk keeps the register. It has been suggested that pressure less tennis balls might be better for the machine and last longer. More members are now keen to try out the machine.</p> <p>JC will talk to Dirk to see how best to do this now that there is more interest and to make it more accessible as the club did contribute toward the purchase. It was noted that access will be more limited whilst court work takes place.</p> <p><u>Security door and Front gate</u>: Further quotes have been sourced by Rosette, Alex and Valerie.</p> <p>These need to be evaluated further separately and together as they were not quite like for like. Mindy, Alex and Rosette agreed to check the specifications further and report back for next meeting.</p> <p>The clubhouse door is adversely affected by temperature (low and high) and Mindy pointed out that although it can lock in its current condition, forced entry could be easy.</p> <p>A lockable front gate would be a deterrent however the door release mechanism needs further consideration to make sure that no one gets locked in or out.</p> <p><u>Patrick's book launch</u>: date set as Sunday 29th September</p> <p><u>Coaching</u>: An advert for a part-time coach was submitted to the LTA website and displayed in local sports shop window.</p> <p><u>Guest payment</u>: Online payment is possible however would require a separate account. Hak will apply to set one up for the club. Once set up guests will still be required to sign the visitors' book and the bank transfer details can be displayed at the front of the book.</p> <p><u>Practice Wall</u>: Comments from members still need addressed and it was felt that the AGM would be better forum to discuss further. Henri will find out by then whether planning permission would be required.</p> <p><u>Voting rights</u>: current constitution says only 'full members'. This should say 'adult members' and could be clarified in the Rules, since changing the Constitution would require an EGM. Website to be updated</p>	<p>JC</p> <p>MB/AP/RW</p> <p>HK</p> <p>HP</p> <p>RO</p>

3	<p>Secretary's report</p> <p><u>LTA Registration</u>: Rosette has made a start on the risk assessment. New registration opens on 1st October. LTA have offered to help and the resources will be available after 1st October.</p> <p>JS will keep committee up to date with requirements as and when they are known.</p> <p><u>Coach Liaison</u>:</p> <p>Coaches have been informed that Louisa has been co-opted by the committee to take on this role.</p> <p><u>Trustee Resignation</u></p> <p>Anne Ellam has resigned as Trustee.</p> <p>Jackie has contacted Land Registry to notify them.</p> <p><u>Coach Advert</u></p> <p>There were 6 applicants who have all been contacted by email and telephone and invited for interview this coming weekend.</p> <p>Committee and coaches agreed all 6 applicants were worthy of interview and members will be invited to help choose. Coach Fees: coaches prefer their one to one coaching fee to be available on request. New coach would be invited to do the same.</p> <p>All applicants were informed of the upcoming court work.</p>	<p>RW/JS</p> <p>JS</p>
4	<p>Men's Captain's report</p> <p>Next meeting</p>	
5	<p>Women's Captain's report</p> <p>Summer League</p> <p>Women's Team 1 came top of their Division and will be promoted in 2019</p> <p>Women's Team 2 came 2nd in their division and will also be promoted in 2019</p>	
6	<p>Membership Secretary's report</p> <p>New membership enquiries continue to come in. Total revenue from fees – next meeting.</p>	
7	<p>Fixtures Secretary's report</p> <p>Next meeting. Jean is attending the fixtures meeting this evening.</p>	JC
8	<p>Treasurer's report</p> <p>End of financial year is September and final accounts are being prepared.</p>	HK
9	<p>Social Secretary's report</p> <p>Blossom group will be hiring again on Mondays. Weekend party bookings for members continue to be popular and the weather has been on our side. Summer Tennis Camp run by Oli was a big hit and well attended.</p>	RH
10	<p>Bar Steward's report</p> <p>Nothing to report</p>	
	<p>Submitted Agenda Items</p> <p><u>Grounds work</u>: report from Rosette</p> <p>Clay courts treated: instruction is to sweep in circles from the outside in</p> <p>Back of courts clearing booked</p> <p>Hedge trimming underway</p> <p>Bins – Brent have been asked to remove spares</p>	RW

	<p>Court works:</p> <p>Richard had circulated final quotes and schedule in advance of the meeting and these were reviewed and discussed at length. Keys to main access gate have been distributed. Rosette will be a point of contact for the committee and contactors.</p> <p>All present agreed to go ahead with the planned schedule and the formal instruction to do so was duly signed by Jackie.</p> <p>Court availability:</p> <p>Louisa will liaise further with the coaches regarding their booked lessons and the aim is to keep the coaching calendar on our website up to date. This will be circulated to membership prior to commencement of court works.</p> <p>Jean is attending the fixtures meeting this evening and will be trying to schedule first few matches as away. As soon as dates are known they will be added to website.</p> <p>Teddy Tennis</p> <p>Charles has been approached by Teddy Tennis who run sport educational programmes for children aged 2 – 5.</p> <p>They would like to present to committee once court work completed and it could be popular with our existing members as well as attract new ones.</p> <p>Follow up Q1 2019.</p> <p style="text-align: center;">Next Meeting Tuesday 2nd October 7.00pm</p>	<p>LB/AP</p> <p>CD</p>
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