

Elmwood LTC Committee Meeting Minutes
Date 11th January held remotely due to Covid-19

Present: Hak (HK), Flavia (FB), Faraz (FS), Dirk (DL), Rosette (RW), Jackie (JS), Richard, Mindy (MB)
 Valerie (VF), Jean (JC), Rocky (DH)
 Apologies: Mindy (MB) Matt (MM)

	ITEM	ACTION														
1	Previous minutes previously circulated were approved.															
2	Matters arising from previous minutes: None															
3	Safeguarding: The LTA surveyed membership in Q4 2021. A copy of the survey results along with the free text comments made was circulated to the committee in advance of the meeting. Feedback from the LTA was that the survey did not flag up any safeguarding concerns and that the results and comments are positive. Action item to make notice more visible in the clubhouse. JS has registered to attend the LTA venue forum on Tuesday 1 st February as Safeguarding is one of the topics.	JS														
4	Coaches Flavia reported that the Junior programme has resumed this week, a few drops due to winter season. Receiving lots of new enquiries and will soon have more juniors on the programme. We have one 9 and under team participating in the winter league but no matches yet. Faraz – Requested 2 clay courts for the new mens' group intermediate session on Wednesdays 1730 – 1930 until April & court 6 available for members – Agreed until April 22.															
5	Clubhouse Update From Rocky A meeting took place with Dirk, Louisa and Rocky to discuss a way forward on the clubhouse project. It was agreed to contact the architects to discuss this. Rocky contacted the architects but due to holiday period over Christmas/New Year a decision was made to arrange a meeting in the new year. Rocky will have a further update for February meeting. Clubhouse Painting: Valerie is following up re outstanding internal painting Hot water /toilets Hak and Rocky have plans in hand.	RH/LB VF/RH/HK														
6	Committee reports Secretary: AGM Took place on Friday 26-Vov-21 elected committee below: Elmwood LTC Committee 2021 - 2022	JS/RO														
	<table border="1"> <thead> <tr> <th>Role</th> <th>Holder</th> </tr> </thead> <tbody> <tr> <td>Chairperson</td> <td>Louisa Burnand</td> </tr> <tr> <td>Secretary</td> <td>Jackie Speechley</td> </tr> <tr> <td>Social Secretary</td> <td>Rocky Hirani</td> </tr> <tr> <td>Bar Steward</td> <td>Mindy Burzdzius</td> </tr> <tr> <td>Treasurer</td> <td>Hakeem Khalil</td> </tr> <tr> <td>Men's Captain</td> <td>Jean Chalaby</td> </tr> </tbody> </table>	Role	Holder	Chairperson	Louisa Burnand	Secretary	Jackie Speechley	Social Secretary	Rocky Hirani	Bar Steward	Mindy Burzdzius	Treasurer	Hakeem Khalil	Men's Captain	Jean Chalaby	
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Men's Captain	Jean Chalaby															

Ladies Captain	Valerie Foltz
Fixtures Secretary	Jean Chalaby
Membership Secretary	Richard Ormerod/Guy Batchelor
Committee Member	Rosette Wilkinson
Grounds Liaison	
Committee Member	Louisa Burnand
Coach Liaison	
Junior Parent Liaison	Matt Michaud/ Dirk Lindner

Training

Jackie registered and joined the webinar below on 26th November. "Brabners | LTA | How to Handle Complaints Webinar". It was really helpful and take-home message was that we do have access to legal advice via LTA registration and that we should let membership know that we have a policy and where to find it on the website. Suggested we add a bit about this in the renewals mailshot to catch everyone as these are always read. Also, a simple notice for clubhouse.

MAST: No further communication received from Waldon

Men's Captain:

Jean has entered 3 teams for summer, unable to find a captain for a 4th team. 6 players are needed. Deadline has passed.

Women's Captain/ Vets Captain Liaison

2 teams entered for summer. Vets still to be entered. Magda is the captain and Valerie will check with Magda that all in hand as she plays for vets too. Senior Mid -Week tournament – new from Middlesex it could be considered for next year when active team members can be given more details about format and to see if there is interest.

Membership Report

Membership stands at 739 members (461 playing adults) and £68,909 membership fees.
Total for 2020/21 583 members (339 playing adults) and £57,204 (2019/20 368 members and £38,550).
The Waiting List stands at 270 entries (representing 375 adults).
The Waiting List increased by 6 entries (8 Adults) since 9-Nov-21.

There is an LTA recommendation that membership fees are increased by at least inflationary amounts each year.

It is 2-years since we had an increase. The pandemic being the obvious reason.

Membership had circulated example fees in advance for discussion. All agreed increase in principle as membership is strong and currently only real source of income. Fees are still competitive and good value in comparison to other local clubs. Committee are still committed to keeping the fees affordable and good value to reflect our club catchment area and

JS/RO

	<p>our inclusive policy.</p> <p>Payment of Fees It is possible to use the membership system to take automatic payments (using a system called Stripe) for bank transfers and credit cards. This would really streamline payment admin which is more onerous now that there are new joiners and categories to process throughout the year. There is a cost of approximately £1,180. Some discussion took place re the benefits of this. Final decision deferred to February meeting when all have time to review.</p> <p>Treasurer: Income has dried up with very few attendees at the bar, cancellation of the music event, no new memberships, expenses continue utility bills etc. also heater replaced in clubhouse. Three tennis nets and bands purchased and courts 2 & 3 replaced. Court 1 net has no holes and the band is good. Coaches and Hak will have a little check on the mechanism to adjust height as it has been reported to be tricky.</p> <p>Social Secretary: Nothing to report since the Halloween event. No social events or hire until Covid 19 rates reduced. Club focus is to keep courts open and to promote play while rate is so high. Feedback from members is that they are minimising and prioritising their own indoor events /family / work etc whilst school children return during this Omnicron phase where daily UK cases are still well over 100K. The grounds are the most popular for children's / family parties hire and Rocky hopes to be able to say yes soon!</p> <p>Bar Steward: Bar is open on Fridays at 7.00pm.</p> <p>Grounds Liaison Rosette: little to report since November. Courts largely kept free of leaves which has reduced weeds. Planning to do 4-5 hours weeding before next meeting (February) weather permitting as recent mild weather has meant there's lots to be done. Honey - most has been distributed. Rosette has passed on all our thanks to Joe.</p> <p>Coach Liaison Nothing to report</p> <p>Junior Parent Liaison: New scoreboards will go up shortly now that we have new nets.</p>	all
7	<p>AOB</p> <p>Perimeter fencing JS & RW received a letter from a neighbour who reported that the corner of the grounds on All Soules / Buchanan is being used as a public toilet which is now foul smelling. The neighbour said this is by men on several occasions who are pulling up in their cars or who are either walking by. Rosette has thanked the resident for bringing this to our attention and also confirmed that she also reports fly tipping to Brent Council. It was found that the gap in the hedge had had been made deliberately. Rosette has since pulled the hedge plants back and secured with barbed wire. Fencing does need addressing and previous quotes will be revisited.</p>	JS

	<p>Trees Condition A tree survey will be booked to check on the health of the large tree which has the circular bench around it and to assess trimming needs of the large trees within the grounds too.</p> <p>Gardening help Some discussion took place regarding regular help for Rosette. Some of the grounds gardening and maintenance jobs are more labour intensive than others and it would be good to have support. Rosette and Hak will discuss manpower/ hours and budget to help keep grounds in good shape.</p> <p>Coaches continuous development fund: Next meeting</p> <p>Dogs at Elmwood Club policy is currently no dogs allowed which is for Health & Safety reasons. Request to review will be explored further in due course.</p> <p style="text-align: center;">NEXT MEETING TUESDAY FEBRUARY 8TH 7.30PM</p>	<p>MB/RW</p> <p>RW/HK</p>
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