

## Elmwood LTC Committee Meeting Minutes

Date 10<sup>th</sup> January 2023

Present: LB, HK, RH, RW, MM, WJ, JS, DP, FS

Apologies: RO, MB, JC

|   | ITEM   | ACTION  |
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| 1 | Previous minutes previously circulated were approved.  |         |
| 2 | <p><b>Matters arising from previous minutes:</b></p> <p>Honours Board Updated.</p> <p>Ladies toilets doors fixed and new handles fitted.</p> <p>Social Media Policy has been adopted for the club and can now be found on our website. Members were informed by email on the 12<sup>th</sup> November.</p> <p>Clubhouse handbook – JS &amp; RW will work on this</p>   |         |
| 3 | <p><b>Safeguarding:</b></p> <p>Report from Welfare Officer Jackie Speechley.</p> <p>Contacted the LTA regarding my safeguarding training and DBS.</p> <p>My DBS is valid until 12/11/2023.</p> <p>Safeguarding training is valid until 07/12/2023</p> <p>I attended the online Middlesex Venue Forum in November where safeguarding was one of the topics. Take home message is that safeguarding is everyone's business. If anyone observes something that makes them feel uncomfortable they shouldn't ignore it.</p> <p>The November one covered Inclusivity.</p> <p>Mark Bullock, Middlesex Disabilities co-ordinator gave a great presentation about this and not all disabilities are visible: something for us all to think about.</p>  |         |
| 4 | <p><b>Coaches Reports</b></p> <p><b>FS</b> - adult program, has been continuing to run, we had a bad spell of weather over the period of Christmas and new year. We are starting a new adult group, mixed intermediate with beginner invitation, from 7 to 8 with coach Will Jenkins, It will be in line with the ladies intermediate plus group as this will give players who are not intermediate plus a chance to practice and go through drills. I will be mentioning both sessions. The Wednesday intermediate plus session is going very well with consistent numbers of 7 to 8 players.</p> <p><b>DP</b> - junior programme resumed Monday 9th January. The term will end Saturday 1st April.</p> <p>Half term break 13th to 19th Feb.</p> <p>2 drops from last term and a couple of new entries.</p> <p>Pretty much full capacity in every group.</p> <p>Same with Friday match play, no drop in the attendance.</p> <p>Orange U9 team will play two home matches in January (one is a reschedule from November due rain) 22th at 1pm vs Brondesbury<br/>29th at 10am vs Georgians</p> <p><b>Competitions</b></p> <p>In the next couple of weeks I will survey-recruit parents/kids' interest/commitment for the summer league. Potential for 3 teams:</p> <p>Red U8 mix<br/>Orange U9 mix<br/>Green U10 mix</p> <p>I'll register teams on 1st Feb (entry deadline is the 14th).</p> | Coaches |

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|   | <p>Junior rep:<br/>Have proposed Annie Pollet-Clark and Clare Laurance to share the positions alongside Thomas Petzing (who was elected on the AGM). JS has contacted and has invited to the February meeting.</p> <p><b>WJ</b> – Booked to attend level 3 coaching course March – June 2023 Courts condition.</p> <p>Coaches have noticed surface moss on back of hard courts. Elmwood have used a contractor before to address this in the past. RO to be contacted to follow up.</p> <p>Coaches asked to take photos of any court concerns and share on the Elmwood maintenance WhatsApp group.</p> <p>Tokens<br/>Some discussion took place re letting members know how to buy tokens and evening play in general. It was agreed to re-introduce free tokens for social play on Friday nights to encourage more social play and to send a simple summary of how to buy tokens together with the Friday socials update.</p>   | <p>JS</p> <p>JS/ RO</p> |
| 5 | <p><b>Clubhouse Updates</b><br/>No consultation has so far taken place with architects as we were waiting response from UK Power Networks. All working hard to keep this this moving.</p> <p>LB - Continuing to communicate with UK Power Networks on getting the substation moved. Progress made, but they are expecting us to pay, so that needs to be addressed. UKPN have put forward costings and plans for relocation of the substation according to their requirements. We are clear that the cost of this is theirs not ours and this will be followed up.</p> <p>No update yet from architects about redesign to include the substation area.</p> <p>Clubhouse Sub-Committee will continue to report to our monthly meetings:</p> <p><b>Clubhouse Subcommittee Members:</b><br/><b>Clubhouse Redesign Lead.: Rocky Hirani</b><br/>Dirk Lindner, Hakeem Khalil, Louisa Burnand, Rosette Wilkinson<br/>Architects: Ana and Sava Mihajlov, Thomas Zieglmeier<br/>This committee will pull in support as and when required.</p> | <p>LB</p> <p>RH/LB</p>  |
| 6 | <p><b>Committee reports</b><br/><b>Secretary:</b><br/>January 9<sup>th</sup> 2023 -checked with Capsticks our appointed solicitors and Cornerstone have not been in touch at all.<br/>If Cornerstone come back, Capsticks will arrange for them to reimburse them and therefore Elmwood in respect of our costs to date.<br/>Committee Meetings Start time. JS proposed we return to start time of 7.00pm. This was agreed.</p> <p><b>AGM</b><br/>Action item from AGM 2021 minutes was to survey membership re interest in Padel.<br/>The survey went out in December. Overall those who responded were very positive about exploring options further, however, the actual number of responses received was low, only 86 out of 774 emails sent. It was recognised that the window of time to respond to the survey was only 3</p>  | <p>JS</p>               |

days and December may not have been the best month to do this as many would be busy leading up to Christmas. All agreed it would be good to share this summary of results together with the anonymised responses and then conduct another survey with a longer window to complete.

**AGM**

The following were elected:

| ROLE                  | HOLDER                       |
|-----------------------|------------------------------|
| CHAIRPERSON           | LOUISA BURNAND               |
| SECRETARY             | JACKIE SPEECHLEY             |
| SOCIAL SECRETARY      | ROCKY HIRANI                 |
| BAR STEWARD           | ROCKY HIRANI/HAKEEM KHALIL   |
| TREASURER             | HAKEEM KHALIL                |
| MEN'S CAPTAIN         | JEAN CHALABY                 |
| LADIES CAPTAIN        | MAGDA BERANKOVA              |
| MEMBERSHIP SECRETARY  | RICHARD ORMEROD/WILLIAM GREY |
| GROUND'S LIAISON      | ROSETTE WILKINSON            |
| COACH LIAISON         | LOUISA BURNAND               |
| SOCIAL MEDIA          | DANIELLE FROSTRUP            |
| JUNIOR PARENT LIAISON | THOMAS PETZING               |
|                       |                              |

**Men's captain**

JC has entered three men's teams for the summer, as per usual. We are open to running more teams, but we would need a committed captain and a committed group of players. Despite the influx of players JC believes that the club can only support three teams in the summer currently. No changes with the captains and vice-captains:

- Elmwood I: Dirk Lindner/Faraz
- Elmwood II: Mossy/Jack Lott
- Elmwood III: Jean Chalaby/Guy Batchelor

**WOMEN'S CAPTAIN**

Next meeting

**MEMBERSHIP**

A few more Juniors/Cadets/Adult-Coaching have signed up. Membership stands at 775 members (378 playing adults & 470 including Off-Peak) and £84,821 membership fees. Total for 2021/22 689 members (364 playing adults & 551 including Off-Peak) and £68,688. 2020/21 414 members (300 playing adults) and £57,204. 2019/20 313 members (231 playing adults) and £38,550. The Waiting List stands at 307 entries (representing 422 adults). The Waiting List increased by 12 entries (16 Adults) since 8-Nov-22.

**TREASURER**

Income from memberships and bar has more or less dried up. There are only a handful attending the bar on Fridays. Not unusual for January when weather is not so good and members getting over Christmas spend plus now having to budget for the ever-increasing cost of living.

**SOCIAL SECRETARY / Bar Steward**

Two Kensal Warmer Spaces community Soup & Pie events took place on Friday 27/11/22 and 30/12/22 undertaken by Marcia Green however the response has been very poorly attended but we

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|   | <p>will still honour the dates agreed by Elmwood in the next three months. I would personally like to thank Marcia for all her hard work putting on these events. Quite a few of our committee members have been attending these events to make sure that Marcia doesn't make a personal financial loss. Laura Matthews had her students' music events on the 16/12/22 and a Laura's Xmas event on 23/12/22 however due to lack of numbers very low income was generated by Elmwood. Hopefully New Year might bring good fortunes</p> <p><b>Grounds Liaison</b><br/> RW: Leaking roof: two roofers were contacted and both felt that resolving the leak would be very costly and were reluctant to undertake or give a quote. One (who fixed the roof last year and knows the building well) suggested that the leak might be a squirrel nest accessed from the side. Barry has offered to cut back trees at the back of the clubhouse<br/> Red bin not emptied between Christmas &amp; now. Check whether we can get a refund.<br/> Mike will help maintain the grounds: 2 hours a week at £20 an hour, with guidance from RW.<br/> Court maintenance and clay delivery booked for the mid-April - thank you Richard<br/> Xmas decorations put up and tidied away before 6th Jan!<br/> Katie' Green Spaces veg beds: The original request for 3 raised beds has changed and the group now need more than double the space then when they originally approached Elmwood due to change of circumstance. All present agreed regretfully that Elmwood could not support this request for further space. LB &amp; RW will feed this back to Katie.</p> <p><b>Coach Liaison</b><br/> Nothing to report - all going well as far as I know! Will schedule a meeting in the next month or 2.<br/> Junior Parent Liaison<br/> Next meeting.</p> <p><b>Social Media</b><br/> Will be introducing relevant local causes and Tennis LTA news posts occasionally to Instagram and Facebook. All suggestions welcome.</p> | LB/RW |
| 7 | <p><b>AOB</b><br/> Lost and found. The Elmwood WhatsApp group is used for this JS - motion sensitive light for gate to help with keypad entry when it is dark for safety reasons members not keen to use phone. This was raised at AGM. Suggest we look for solar one which could be pointed down on the gate and just bright enough to see the keypad. It could be set for just long enough to put the numbers in so not too long as to disturb neighbours.</p> <p style="text-align: center;"><b>NEXT MEETING February 14<sup>th</sup> at 7.00pm in the Clubhouse</b></p>   | JS    |

