

Elmwood LTC Committee Meeting Minutes

Date 13th June

Present: LB, HK, JS, JC, RW, DF, DL, MM, CG, DP, WJ

Apologies: RO, MB, WG, DH, TP, FS

	ITEM	ACTION
1	Previous minutes previously circulated were approved.	
2	<p>Matters arising from previous minutes:</p> <p>Flood light token system MM/CG/TP submitted a proposal to address the limited access to tokens as well as the cost. Extending bar opening times will improve the access somewhat but not the cost or weeknight access to tokens for those who want to play last minute. There was a lot to consider and much extended discussion took place. As one of the options is to increase fees to all members to include tokens this would really need further input from all members. Increasing social evening floodlight play was also suggested to be inclusive and encourage all levels to play in the evening.</p>	
3	<p>Safeguarding: JS completed the PREVENT course. County Safeguarding Office Visit Meeting with Middlesex County Safeguarding officer held at the club on Monday 5th June. Follow up actions that have been completed are: 1 Hazard tape to highlight trip hazard step outside loos and kitchen- this has been done 2 modesty panel between the urinals has been fitted Recommendation to put a partition wall in the men's changing room to separate shower area from toilets will be followed up Feedback was very positive in other areas and evidenced that we take safeguarding seriously: The Safeguarding Noticeboard is up to date all our coaches are LTA accredited as per the coaching noticeboard a Safeguarding is an agenda item on our committee meetings. It is important for Middlesex Tennis that the clubs that they work with for tournaments including the road to Wimbledon do their very best and he was pleased to see that we do. He also said in terms of clubhouse grants we are lucky to have a relationship with WNST in place. Coaches / committee/ all of us please remind all parents that children should not be in the clubhouse without an adult</p>	

4	<p>Coaches Reports DP - Monday 4pm and Friday 5.30pm U6 groups now running with support from assistants Gadea (Monday) and Hannah (Friday) Many thankful messages received from parents. Groups are full, all enquiries going to the waiting list. U9 and U8 teams season proceeding. U8 last 2 matches won by winning all their matches PYWTW was a successful day, lovely tennis, smiling kids, happy parents, and a good audience watching. Results submitted, winners will be contacted by Middlesex about the next stage. winners are: Boys single: Hugo Ellegaard Girls single: Reya Pethe Boys double: Elliott Leblan & Dylan James Testot Newick Girls Double: Reya Pethe & Florence Kennerley U8 May tournament fantastic vibe on&off the court, again smiling kids, happy spectators Vets Finals on the 18th June set to start at 11.30am SHTC renting their umpires chairs and scoreboard to Elmwood for £100 Recruiting volunteers for umpiring. 26 Juniors recruited as ball boys&girls and Clare is organising Elmwood T-shirts for them. BBQ will be provided by Jessica Foster Kid+parent Tournament set to be played Sunday 2nd July Email for entry will be sent out soon. U18 championship (boys/girls/single and double) set to be played alongside the main tournament final day on hard court (one day event similar format used for the PYWTW) WJ - Coaching going really well- both individual lessons and the junior programme. Excellent attendance for the junior programme with all players making great progress. Have started up the Tuesday evening improvers group at 7pm- will be just for one hour (Court 4- maximum of 6 players). Seems to be plenty of interest at the moment. The tournament is up and running. Have also sent out a reminder email to get people playing by the deadline of the 25th June.</p>	
5	<p>Clubhouse Updates From the Clubhouse Project Planning Team UKPN - substation Absestos survey completed for substation. Demolition costs will now be sought. Fundraising Fundraising - an application for a loan has been submitted further information has been requested which Hak and Richard have provided to help us answer financial and membership historical questions. Clubhouse refurb & maintenance (DH & LB) RW: all chairs are now covered and fabric for benches has arrived. DH will follow up removal of the old chairs</p>	<p>LB</p> <p>RW/LB/DH</p>
6	<p><u>Committee reports</u> Secretary: Written to Charles who was genuinely delighted to be asked to present the vets trophies I support the initiative to link with Newman College and gave Louisa and Rose a heads up on what could work and what has worked before. Big thank-you to Louisa and Rose for following their contact up. I too would support this starting as soon as possible. The stall is that they are looking to get a grant for racquets from the LTA.</p>	

Suggestion made to ask members to donate any spares they might have to keep up the momentum and maybe re grip tape them all the same colour as their uniform to freshen them up.

All agreed this was great initiative and Louisa has discussed with coaches too. See coach liaison report.

Hoping to contact their PE team via Louisa and Rose and can also offer help with contact at WNST for school grant. **Trustees:** hoping to meet up with the fellow trustees over the summer in person to go over the recent communications which involve trustees just to have a sense check of where we are in responsibilities.

Men's captain

All the men's teams are currently engaged in various leagues and divisions and management is going well.

WOMEN'S CAPTAIN

RW: Ladies team 2 lost their first match but have won convincingly their last two matches - well done! Thanks to Faraz on advice re pairings.

Mixed & Vets Captain

Next meeting

Membership (RO&WG)

Membership continues to trickle upwards with cadets and the occasional Off-Peak member joining.

The numbers are now stable for the rest of the year.

The situation as of 11-May-23 is:

	2023/24	2022/23	
Family	69	69	
Couple	33	30	10.0%
Adult	133	130	2.3%
Concession/Country	46	41	12.2%
Adult OP	44	43	2.3%
Family OP	30	25	20.0%
Junior	43	52	-21.2%
Cadet	85	87	
Coaching	6	14	-50.0%
Honorary	10	10	
Leisure	7	9	
No Playing (Adults not OP)	391	379	3.1%
No Playing (OP Adults)	104	92	13.0%
Total Members	791	787	
Donations	£1,675	£660	
Total Income	£94,988	£85,617	10.9%
Transaction fees	£1,430	£1,149	
Total Membership Income	£91,883	£82,920	9.8%

The Waiting List currently stands at 303 (428 Adults) and 21 (32 adults) have joined since 9-May

TREASURER

Our membership income has increased by just over 10% over the previous year yet some of our bills and costs have increased significantly in some cases more than 50%. I need to ensure we have sufficient cash flow to cover our regular bills and expenses. Reminder to committee that all expenses need to be run past Treasurer

This is best practice and means that we are prepared for due diligence

RO

HK

requests too.

SOCIAL SECRETARY

Taine's brunches for members and their guests are running every Saturday which have become very popular. Friday night events are now on regular basis with a spreadsheet in place offering availability to all members willing to do the event. Cameron contributed of £50 from his first sourdough event and we now need to set a regular hire charges or a percentage of the takings for all events to help with the clubhouse fundraising.

Now the bar personnel's in place I am considering re starting weekend private hire too. We need to adjust brunch timings to finish at 2.00pm The Elmwood venue is usually hired from 2pm onwards till 6pm and generates minimum income of £200+

Following feedback from some Elmwood members it was requested we provide different food themes on Friday's to keep everyone interested

Bar Steward

RH&HK

We now have two bar managers in place and they are William Grey and Lesley Streatham who will undertake all bar operations beginning from 16/06/23 however Lesley commenced last Friday 09/06/23 due to demand.

The bar will be open every Friday from 4 - 10.30pm and from 1.30 - 5.30pm on Saturday & Sunday.

It will also open on club tournaments and special events as requested by the committee.

Grounds Liaison

Artificial clay has been delivered and a huge thanks to Richard for helping to organize a working party - at very short notice! - and to Guy, Teresa, Kay and Michael Normand for their help moving bags and sweeping in.

Coach Liaison LB

Rose Rouse and I had a meeting with Deputy, Susan Grace and Head, Andy Dunne of Newman Catholic College, to see if there was anything we could offer them, or support them in some way to create a link with our nearest secondary school. We were considering court availability during the day, and perhaps coaching provision. They leapt at the court availability and immediately applied to the LTA for a grant for tennis racquets!

We discussed a weekly slot for maybe 2 hours in the middle of the day. They would come with their own member(s) of staff and need nothing more from us other than access to the club and court availability. We are suggesting that we offer them 2 hard courts for 90 mins from 1pm - 2:30pm, on a Tuesday, or possibly a Wednesday if that works better for them, and the possibility to take over the 3rd court if no-one is on it. They will work out how to provide the best tennis coaching and tennis skills training for 1 class (20-25 students) at a time on 2-3 courts. They are ready to start this **THIS** term, as soon as they can get their racquets!

All present agreed to support this LB will follow up.

Foodbank table: The proposal is that 2 or 3 of the students that help with the foodbank come to Elmwood on 23rd and set up a collection and information table. We send out an email to our members beforehand and they can bring food donations to Elmwood and the students will be there to meet them, chat with them about it, and then at ... an agreed time they pack up and take all the food back to the college for the foodbank. All agreed to support this and a date of 23rd June will be offered.

Junior Parent Liaison

CG (on behalf of TP too)

We'd both like to say a huge thanks to the support of the committee to get Friday really cranking. Louisa, Will and Lesley for manning the bar.

What a success at the bar and pizzas it has been both in terms of quality and good bar revenue. We are aware of the teething problems and will try and come up with some clear comms for this Friday to remind parents about being accountable for their young ones. We agree with member

	<p>comments - it's not a playground, we will try and come up with some solutions to manage this better. All agreed that we should put more things in place to help maintain the Friday night socials safely for all and a number of measures could be put in place and communicated to members.</p> <p>Tom did a superb job last week grafting through the leg work of getting the beer kegs a maintenance clean at no cost, and giving it a general overhaul to get it match-fit for Friday.</p> <p>Clubhouse: feedback from parents is the clubhouse is clean and welcoming.</p> <p>SOCIAL MEDIA (DF)</p> <p>With the busy season having started please send me information directly on WhatsApp or email on events happening as far in advance as possible so they can be scheduled and spread out accordingly. There is a lot going on and the information will be lost if the posts are all going out together for multiple things happening over a weekend.</p>	
7	<p>AOB</p> <p style="text-align: center;">Next Meeting Tuesday 11th July 7.00pm</p>	