

Elmwood LTC Committee Meeting Minutes
Date 14th October 2022

Present: LB, HK, RW, JS, DP, FS, RO

Apologies: MM, DF, DL, DH, JC, WJ

	ITEM	ACTION
1	Previous minutes previously circulated were approved.	
2	Matters arising from previous minutes: None	
3	Safeguarding: JS will be booking an online course shortly to keep up to date. LTA or another course recognised by LTA whichever is simplest to book.	
4	<p>Coaches Reports</p> <p>FS - Adult program is running smoothly, with winter matches on. All team training sessions are running with consistent numbers. The transition with ladies 1 and ladies 2 training sessions have worked well. Working along with the ladies captains to have consistent players attending the group who are playing matches. Question has arisen about running coaching sessions for members who book courts on the clay in peak times. Members have been doing this on a Saturday morning and they play together the first ½ hour and lesson is the 2nd hour. This is member driven, any member can do this and it is allowed. Coaches attending committee meetings: It was previously agreed a rotation of attendance to committee meetings for coaches as the ladies session gets affected one Tuesday every month. All 3 coaches are happy to continue this way as are the committee.</p> <p>DP - junior programme running in full swing. very good attendance, Will is doing a great job, kids having fun while learning and positive feedback from parents. Match play doing well specially with the super young U6.</p> <p>Teams</p> <p>U8: Still waiting for Sangeeta to update the U8(kids 2016+) team fixture U9 matches list (kids 2014/2015) Elmwood vs Brondesbury 06.11.22 at 10am Cumberland vs Elmwood 27.11.22 at 2pm Elmwood vs Georgians 29.01.23 at 10am Elmwood vs Vicars moor 26.02.23 at 10am Coolhurst vs Elmwood 05.03.23 at 11am Home matches courts are booked on clubspark</p> <p>U10 update A good bunch of our junior 2013 are moving into green balls in the next couple of months. A team U10 green balls will be ready for season 2023.</p> <p>Cadet/Junior Memberships Reminding all parents that it is a requirement for ALL juniors and cadets to be an Elmwood member to have lessons. This is the club policy and it is part of safeguarding that we have contact details for all those who have lessons for communication purposes. Thank-you to Richard and Guy for helping out.</p> <p>Club Finals Fantastic day, sunny and warm, good tennis, joyful kids and happy parents. All events played except the U9 girls when one of the finalists couldn't make it, will try to reschedule the match to a different day.</p>	Coaches

	<p>Fridays Ladies groups both well attended</p> <p>I passed the Supervisor LTA official course and the Referee course exam.</p> <p>Propose to organise a Vets (over 60) and a Juniors U18 club tournament from 2023.</p> <p>Both to run simultaneously next spring (I was thinking between Roland Garros and Wimbledon starting 1st week of May, finals last weekend June).</p> <p>All agreed good idea and let's revisit Q1 2023.</p> <p>WJ</p> <p>WJ - Really enjoying working with Daniele and the groups seem to be going very well. Have now worked out the booking system - thank you Richard.</p> <p>I will add all my details onto the board- Accreditation and LTA Certificate</p> <p>Also keen to set up ladder system for men and women, but also juniors to encourage competitive play (old fashioned clothes peg)- you simply swap places with the person you beat.</p> <p>All agreed this is worth trying.</p>	
5	<p>Clubhouse Updates</p> <p>Clubhouse Redesign -</p> <p>LB - contact with UK Power Networks - slow going. Have been passed on to yet another department.</p> <p>Today (10/10/22) have spoken with the connections department who assures me I am now speaking to the right person and she will look into everything and get back to me in a few days. She is aware that notice was given mid-July, and so according to our lease they are required to have moved by mid-January.</p> <p>Clubhouse refurb -</p> <p>chairs - recovered or replaced?</p> <p>One chair refurbished and image sent as a sample for committee to decide if it's to everyone's liking. No cost incurred to Elmwood for sample. All present thought it would be good to get the chair in the clubhouse to try it out and this will be followed up. Louisa is arranging meeting with 2 members who have expressed an interest in helping move this project forward now that Valerie has moved away.</p>	<p>LB</p> <p>LB</p>
6	<p>Committee reports</p> <p>Secretary:</p> <p>Mast Update:</p> <p>Have contacted appointed solicitors on behalf of committee, members and trustees and there is nothing to report regarding access request for site survey.</p> <p>AGM - last year minutes to be collated.</p> <p>Need to know who is standing for re-election and then include this and the vacancies on the invitations for nominations for this year's AGM.</p> <p>We have had 2 resignations so far, Valerie and Mindy.</p> <p>AGM date discussed and agreed as SUNDAY 20th November.</p> <p>Time TBC</p> <p>Men's captain</p> <p>Next meeting</p> <p>WOMEN'S CAPTAIN</p> <p>Next meeting</p> <p>MEMBERSHIP</p> <p>Membership</p> <p>Since 13-August a whole new flood of juniors (27 so far) have joined signing up for the new term of junior coaching and 7 Adult Coaching.</p> <p>Membership stands at 745 members (378 playing adults & 465 including Off-Peak) and £84,529 membership fees. Last month figures were 709 members & £82,927</p> <p>Total for 2021/22 689 members (364 playing adults & 551 including Off-Peak) and £68,688.</p> <p>2020/21 414 members (300 playing adults) and £57,204.</p> <p>2019/20 313 members (231 playing adults) and £38,550.</p>	<p>JS</p>

<p>The Waiting List stands at 279 entries (representing 385 adults). The Waiting List increased by 12 entries (18 Adults) since 13-Aug22. Adult Coaching membership: Question was raised if coaching only members can join group coaching sessions. All agreed this is not allowed as access is already limited for full members and it is really popular. The coaches will monitor those who have a coaching only membership and if an interest is expressed after a few lessons to upgrade to off- peak membership they will let the membership team know.</p> <p>TREASURER Hak reported: Very busy collating all the figures and preparing the clubs accounts. Club registration is due however LTA registration page closed pretty soon after it opened. This has been noticed by many other clubs on the LTA forum and does seem to be an issue every year. Hak will let everyone know when it opens again.</p> <p>SOCIAL SECRETARY / Bar Steward Now that we are coming to autumn/winter season we have seen the numbers down at the Friday night social evening but this was expected. Daniel Downing has agreed to open the bar from 6pm on Friday nights. Rocky has someone interested in the bar steward's position and is negotiating having them in place for early next year before the spring/summer session kicks in. Having spoken to the treasurer we have concluded that between us two and Daniel we can see through the winter months due to lack of numbers coming to Friday social. No response yet from Brent Council. Halloween Party will be Monday 31st October.</p> <p>GROUNDS LIASON Appointed company, Weed Management have attended and treated as part of the Knotweed management plan. Vegetable Beds: one visit has taken place to assess options. All agreed raised beds would be more suitable for the space and that it would be good to get a drawing to give an idea of space required and what it might look like. Will has some railway sleepers which can be used. Another visit planned for Sunday and JS and RW will meet with Katie at Elmwood for an update.</p> <p>Coach Liaison LB We had a meeting yesterday (10/10/22) and looked through the main body of the standard coaching agreement and identified some parts for discussion/potential change. These will be discussed at the next coaches meeting due to time restraints. Part time court hours: this was confirmed to be 16 hours This was confirmed to be 16hrs</p> <p>Junior Parent Liaison Next meeting.</p> <p>Social Media Report from Danielle Thank-you to all who have been feeding in photos and please continue to send them to me on Whaps App from grounds pictures to matches, junior coaching, news, events etc.</p>	<p>ALL</p> <p>RH</p>
--	----------------------

7	<p>AOB</p> <p>Flood Lighting Maintenance Quote for £7,194 (incl VAT) to clean and replace all the bulbs on all courts. They only need to work on 1-court at once and can do all courts in 1-day. Their current lead time is 4 to 6-weeks. All agreed to go ahead with this as a priority. Richard will book. LED – all agreed worth getting further quotes to replace lights with LED to plan for future.</p> <p>Elmwood Community Day next spring or summer All agreed yes to this with input for suggestions and format from membership. Previous formats were with Great British Tennis weekend support with bookable little taster tennis sessions, cardio tennis, ball machine and these could be combined with Community activities and fundraising for new clubhouse.</p> <p>Revision of social tennis court times It has been noted that:</p> <ul style="list-style-type: none"> • Men’s drop in social tennis slots on Saturday mornings is not attended at all and feedback from the initial group who expressed an interest in this is that they would prefer if <i>these slots were released back to membership for booking.</i> • Saturday Social Slots – 3 courts 1.00pm – 4.00pm. These are fairly well attended but rarely all 3 courts being used. Feedback suggestion is to <i>reduce Saturday afternoons to two courts</i> • Sunday Social Slots – 3 courts 1.00pm – 4.00pm These are not being attended and feedback is that the courts would be used more if all <i>3 courts were released back to membership for booking.</i> • Women’s drop in social tennis slot on Saturday mornings. These continue to be popular and well attended. The women run these in a way that everyone who turns up gets to play, if there are more than 8 they rotate server out etc. <p>All agreed that empty courts at prime time is not ideal and that we need to communicate clearly any suggested changes, and reasoning inviting opinion, to the full the membership in advance of any changes. The usage will continue to be reviewed and feedback always welcome. As the days are getting shorter and the cost of floodlight tokens has increased it is good to try and maximise the court usage during daylight.</p> <p>Committee Poster</p> <p>Draft version of committee poster sent out by Dirk via email this afternoon to all committee members for review. Nearly ready.</p> <p>NEXT MEETING November 8th 7:30 PM in the Clubhouse</p>	RO
---	---	----