

Elmwood LTC Committee Meeting Minutes

Date: Tuesday 5th November 2019

Present: Jackie (JS), Hak (HK), Richard (RO), Charles (CD), Jean (JC), Rosette (RW), Flavia (FB), Faraz (FS),

Apologies: Mindy (MB), Rocky (DH), Valerie (VF),

	ITEM	ACTION
1	Minutes of October meeting approved	
2	<p>Matters arising from previous minutes:</p> <p>Junior Parents follow up email has been sent to the parents concerned.</p> <p>Honours board updated: Big thank-you to Flavia</p> <p>Practice wall – to be discussed at AGM for membership input</p> <p>Clubhouse Project: see AOB</p> <p>PAT testing completed</p> <p>Court update: Court 4 - 6 now reported by coaches to be free draining and no further action required.</p> <p>Raising coaches hut - will take place in November.</p> <p>Finals dates: Women’s doubles Finals date set as Sunday 17th November</p> <p>Junior Finals: date to be confirmed. Flavia will organise.</p>	
3	<p>Secretary report:</p> <p>AGM notice went out on 3rd November and included</p> <ul style="list-style-type: none"> • link to committee roles and the current post holders • reminder that minutes are on website • Call for volunteers Nominations are invited for the new role of Junior Parent Liaison. The Membership effort is done by a job-sharing team and we need new people to join the team. <p>Trustee Paperwork: witnessed signature needed from Barrie for the solicitors to update land registry.</p> <p>LTA registration: deadline is 30th November. Format has changed and includes more risk assessment and safeguarding detail. All helping with relevant sections</p> <p>Safeguarding support visit: Greg Pople will visit on Wednesday 27th November, all committee have volunteered to attend and support.</p> <p>Noticeboard is up to date with contacts and policies</p> <p>Jackie fill in the assessment form and will feedback from the Roehampton Welfare Officer Forum.</p>	
4	<p>Men’s Captain: Etiquette/behaviour issues have arisen which have been addressed by both Faraz and Jean. Jackie will also follow up too. We do expect members to manage their behaviour in accordance with LTA code of conduct and set a good example for juniors for the good of the club and for the safety and comfort of all our members.</p>	JS
5	Women’s Captain: Next meeting	
6	<p>Membership Report from Richard</p> <p>367 (+3.7%) members at £38,740 (+2.9%)</p> <p>Last year 346 & £37,131.84 (2017 408 & £39,604)</p> <p>Raising coaches hut- should take place in November</p>	
7	Fixtures: all up to date	

8	Treasurer: Hak reported that the Halloween party was really well attended, the bar did best all year he asked to thank all those who helped on the night and with the decorations, particularly, Sue, Tania, RD and Fiona. The deck had been repaired in advance by Mindy. Hak also reported that Floodlighting had attended to service the meters and that new copies of the override key have been purchased.																												
9	Social secretary: Apologies from Rocky. See treasurers report.																												
10	Bar Steward: covered by Hak																												
11	<p>Submitted Agenda Items</p> <p>Clubhouse Update: 2 meetings have been held. The lease for the substation doesn't run out until 2025. A fuller update will be given at the AGM</p> <p>Post Protectors: Flavia has suggested we purchase post protectors and this was agreed.</p> <p>Skip: Jackie will book a skip this week ready for a big clear out.</p> <p>Clubhouse refresh: it was agreed that the clubhouse could do with a simple refresh / makeover. This will increase Friday night attendance. Valerie has helped with this before and Flavia will get the ball rolling by getting some others who have expressed a willingness to help involved. Hak will set a budget. Once refreshed more social events can be organised for members of all ages.</p> <p>Hoodies: Flavia will circulate logo colour options to order Elmwood Hoodies which will be popular with adults and juniors.</p> <p>Membership fees: The fees have not increased for 4 years. Committee are keen to keep the junior and cadet fees the same.</p> <p>This will be something for the new committee to agree in the New Year.</p> <p>Proposed fees were:</p> <table border="1" data-bbox="284 1196 655 1576"> <thead> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> </tr> </thead> <tbody> <tr> <td>Family</td> <td>£330</td> <td>£345</td> </tr> <tr> <td>Couple</td> <td>£310</td> <td>£320</td> </tr> <tr> <td>Adult</td> <td>£190</td> <td>£200</td> </tr> <tr> <td>Country</td> <td>£100</td> <td>£105</td> </tr> <tr> <td>Concession</td> <td>£95</td> <td>£95</td> </tr> <tr> <td>Junior</td> <td>£40</td> <td>£40</td> </tr> <tr> <td>Cadet</td> <td>£30</td> <td>£30</td> </tr> <tr> <td>Leisure</td> <td>£60</td> <td>£60</td> </tr> </tbody> </table> <p style="text-align: center;">Date of next meeting to be set after the AGM</p>		2019-20	2020-21	Family	£330	£345	Couple	£310	£320	Adult	£190	£200	Country	£100	£105	Concession	£95	£95	Junior	£40	£40	Cadet	£30	£30	Leisure	£60	£60	
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