

ELTC Committee Meeting Minutes 10th September 2019

Present: Jackie (JS), Louisa (LB), Hak (HK), Alex (AP), Rocky (DH), Charles CD; Richard (RO), Valerie (VF), Mindy (MB), Jean (JC), Rose (RH), Flavia (FF), Faraz, (FS)

Apologies: Rosette (RW),

	ITEM	ACTION
1	<p>Minutes of previous meeting</p> <p>The uncorrected minutes of the previous meeting held on the 8th July had been circulated in advance to the attendees – corrected minutes will be circulated to all during the week.</p>	JS
2	<p>Matters Arising from previous minutes:</p> <p>Junior Finals were held the winner was: Marni Aikman</p> <p>Honours board: next meeting. Update will include adding full first name to the juniors on the board.</p> <p>Wall: Jean has arranged date 28th September for visit to the Cumberland try out their REBO wall.</p> <p>Clubhouse Project: Rocky contacting the preliminary group to book a date for first planning meeting. It has proved difficult to get everyone together over the summer period.</p> <p>Store cupboard PAT testing: Mindy has not had time to do this and will aim to fit in this month</p> <p>Middlesex Tennis Grant for coaching: Next meeting</p> <p>Newsletter: next meeting</p>	
3	<p>Secretary's report:</p> <p>Trustee</p> <p>Jackie reported that she met with lawyer John Palmer, re trustee, Anne Ellam, relinquishing her position as trustee.</p> <p>At this evening's meeting it was resolved that</p> <ul style="list-style-type: none"> • Anne Ellam be removed from the register of proprietors of the club premises at HMLR, being Elmwood LTC, Holland Road, London NW10 5AJ, Title number NGL225012. • Barrie Nielsen, Paul Downing and Jackie Speechley be registered as the 3 remaining trustees under the proprietorship register at HMLR <p>Nature Valley Weekend: Jackie has registered and published this event to take place on 28th September. It may now be too close to finals day so Jackie will unpublish.</p> <p>Safeguarding: Greg Pople the LTA's regional safeguarding officer has been in touch to set a date to visit and audit our club. Dates suggested are last week in November – just waiting to hear back if an evening can be arranged.</p> <p>Court behaviour/Code of conduct update: it was agreed that we add the following to our code of conduct for our members in line with LTA guidance for coaches and those working with children.</p> <p>"Respect and courtesy</p> <p>Regardless of whether you are playing a social or competitive game, no swearing or inappropriate language should be used on court."</p>	
4	<p>Summer summary for the three men's teams from Jean:</p> <p>Elmwood 1; Men's Doubles, North East Division 3: 79 points, 5th out of 8 teams</p> <p>Elmwood 2; Men's Doubles, North East Division 7: 112 points, 3rd out of 8 teams.</p> <p>Misses promotion by one point.</p> <p>Elmwood 3; Men's Doubles, North East Division 8: 83 points, 4th out of 8 teams.</p> <p>Outcome: no promotion, no relegation.</p>	JC
5	<p>Women's Captain's report: Summer League</p> <p>Valerie reported that Team 2 have been promoted.</p>	
6	<p>Membership Secretary's report submitted by Richard:</p> <p>On 9- September-19 was have 331 members with revenue totalling £37,080. There are still a few enquiries to join and an Adult & Concession are in the process of joining.</p> <p>At the end of September-18 numbers were 339 members with revenue totalling £38,080 (Sept-17 408 and £39,604).</p> <p>Big thanks to Alex Potts who has been a great help over the last few years as the co-secretary. Alex is leaving UK shortly and will be sorely missed by the committee and members alike. Similar big thanks</p>	

	<p>to Rose Heaney who acts as backup co-secretary when Alex is not around. LTA Wimbledon Ticket Ballot Registration is open for BTM members from 9-Sept-19 to 11:59 on 14-Feb-20. Richard will be sending out reminder emails before & after Xmas.</p>	
7	<p>Fixtures Secretary's report: Jean will be attending the meeting on 18th September. He will contact captains in advance re preferences for days and dates.</p>	JC
8	<p>Treasurer's report: Hak is preparing accounts for the end of financial year which is September 30th. Depending on weather there will be a community 'bring a dish' event over the August Bank Holiday with live band performing on the deck.</p>	HK
9	<p>Social Secretary's report: Summer camp was well attended and there has been lovely feedback from parents. Next big event will be the Halloween Party on 31st October</p>	
10	<p>Bar Steward's report: Friday nights have been quieter as weather not so good.</p>	
	<p>Submitted Agenda Items:</p> <p>Coach Update: Flavia and Faraz had been invited to this meeting and future meetings to keep everyone up to date in an inclusive transparent way. Now that we have only 2 coaches Faraz and Flavia discussed their coaching plans and will report back at next meeting re any further support required. They are confident that we can continue to deliver a high quality coaching programme.</p> <p><u>Junior Parents Request for Meeting</u> Several junior parents have put in a written request to have meeting with the Committee regarding the recent coach communication to members and the impact on future junior coaching plans. The parents concerned will be invited to meet with 3 committee members next week.</p> <p><u>Courts Update from Richard</u></p> <p>Courts 1-3 Artificial clay maintenance is planned for Monday 23-Sept-19 – weather permitting. Usually takes a morning. We have spare clay on site now in the lovely new container arranged by Rosette and Rosette will let the contractor in.</p> <p>Courts 4-6 Half of court 6 and courts 5 & 4 don't seem to drain after rain as quickly as the half of court 6 next to the coaches' container. This was reported to the contractor & our Surveyor on 22-July-19. Their response is: "Sometimes after laying new asphalt it can take a certain amount of time for the surface tension to break and start draining to its full potential, it is peculiar how the second load is slower to drain than the first and I will forward your picture on to Tarmac so they are aware of the problem. Would you happen to know how long it took to drain after the heavy rainfall had finished? It would be good for us to know going forward. If the problem persists then we can give the affected area a detergent pressure wash which should solve the problem in the long term. Could I ask you to monitor the situation over the next few weeks (if it rains of course!) and I will pop in to have a look when I'm in the area." Richard has asked coaches to keep a close eye on this and send photos of puddles when it happens again.</p> <p>FINALS DAY -Faraz has kindly taken on the role of running this and it was agreed that due to unforeseen circumstances it could be rescheduled from original date. Faraz will contact all the finalists and liaise with Rocky to arrange a date to accommodate everyone.</p> <p>A.O.B Weeding around courts: big thank-you to Valerie and Guy for doing this. Raising the Coach Container This will happen in the slow winter period for the contractor. Currently November is being mentioned. Richard has asked for a minimum of 2-week notice.</p>	<p>FF/FS</p> <p>LB/RH /CD</p> <p>FS/FF</p> <p>FS/RH</p>

	Next Meeting: Tuesday October 8th 7.00pm	
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