

Elmwood Lawn Tennis Club AGM 18th November 2018 Minutes

1. Apologies: Anne Ellam, Mindy Burzdzius

Minutes of Annual General Meeting November 2017 circulated and approved.

Matters arising from previous minutes: none

2. Committee reports

Secretary

Jackie Speechley reported as below:

Committee Minutes:

As suggested at the 2017 AGM the minutes of the meetings held in 2016 and 2017 were added to the website. This became a new policy and all monthly meeting minutes are now added to our website in a timely manner. Feedback has been very positive about this.

School Link ASL American School in London hired 3 courts for their extracurricular lessons. Revenue generated **£556.50** The rate was held at £7 per hour per court and they hired 3 courts for 1.5hrs twice a week for their spring term. The rate is on a par with what other clubs charged and was considered good revenue for club and also good to have a link with a school. Links with schools help us with Grant Applications.

Wimbledon Draw We received a bumper 30 pairs of tickets this year and the draw was held on 27th April.

There were 4 main focus points for the Committee this year:

COURTS /COACHING/ SECURITY/CLUB REGISTRATION

(1) Courts:

An action item from the 2017 AGM was to improve courts 4-6. This was followed up and Lee West (LTA surveyor) was appointed in January to give us his recommendations. These courts had been previously resurfaced in summer 2006 and repainted in spring 2007. The decision was taken to formally commission Lee West to prepare Tender Documents for Court 4-6 for the 2 Full Court Rebuild Options which are fully LTA compliant. It really was full steam ahead for everyone to keep up momentum on this project as we all know that the quality of the courts is the most important thing to our members. The court work has just been completed and this will be covered in more depth in AOB.

(2) COACHES

Coach Liaison: It was recognised that coach liaison between the committee and coaches is essential. There have been many more coaching-related queries from members over the last couple of years. Enri originally took this on in December last year at Peter's suggestion and due to time constraints was happy to pass this to someone else as it had been hard to keep committee updated. Playing member **Louisa Burnand** was co-opted by the committee in July to take over from Henri as Coach Liaison person. Louisa had offered her help to the committee in the past and was invited to the meeting to find out more about what this role would involve. Louisa is very local, and well placed to catch up with coaches when they are at the club. All welcomed this additional support as everyone already has commitments. There have been many more coaching-related queries from members this year. On this basis Louisa was co-opted by the committee to take over from Henri as Coach Liaison person. The aim was to improve communication and Louisa has already helped a great deal.

New Coach In response to increase demand from members old and new plus the fact that our existing coaches had no capacity to take on any more coaching it was agreed to advertise for an additional coach. A role description was submitted to the LTA, and the position was duly advertised according to LTA safe recruitment guideline on their website and also in local sports shop, Gefen. There were 6 applications and they were all strong and keen. We invited all 6 for interview with observed lessons. One candidate declined as he had already accepted another position. The successful candidate was Faraz Siddiqui who was formally appointed in September.

(3) SECURITY Specifications for a new gate and also a new clubhouse door were submitted to contractors for quotes. Rosette, Valerie and Alex helped pull these together to help decide what was best suited for our club. Both are now on order. The gate will have a keypad with a post box attached to the back

(4) Club LTA Registration The registration has been tightened up with more emphasis on safeguarding. It is a requirement that Clubs have a Welfare Officer who has undergone the necessary training. Clubs need to ensure that relevant volunteers, staff, coaches and officers of the venue have had a satisfactory Criminal Records Check. Our coaches Peter, Flavia and Faraz are all LTA accredited. To enhance the way the LTA processes safeguarding concerns, they have launched a new online safeguarding case management system.

This will enable clubs, coaches, parents, players and others to securely report concerns to the LTA using a simple form. Elmwood has re-registered in time to be able to be included in the Wimbledon Ballot. Failure to comply and keep our registration would mean that the club cannot take part in any associated tournaments.3 of us (Hak, Faraz and myself) attended an LTA forum at Queens Club on October 17th. The forum was chaired by John Love Tennis Development Manager for Middlesex Tennis It was really worthwhile and helpful to know that we have their support for lots of things. It is well recognised that clubs run by volunteers need extra helping hands! The LTA will be inspecting clubs during and after the registration process and expect to inspect 1 in 3 clubs. Our registration means that we can apply for LTA funding. There look to be more opportunities for funding from Middlesex Tennis in the coming year. Middlesex Tennis grants we were told are really very simple to apply for and can support all sorts of initiatives including coach led initiatives too. We will look out for these and will apply for any that are good for our club.

Treasurers Report: Balance sheet was circulated and Hakeem Khalil outlined the figures, summarised the year's activity and reported on our current financial position. There were less events this year. Profit margin is up slightly and there has been a move from beer barrels to bottles which is more cost effective and wider range of bottled beer and wines is now available. The club buys a small stock of a variety of tennis balls.

Men's Captain Report: Henri Petignat reported on men's teams in Middlesex NE division.

Summer 2018

Team 1 in division 2 finished 7th out of 8 (relegated)

Team 2 in division 7 finished 3rd out of 8

Team 3 in division 8 finished 6 out of 8

Winter 2017/2018

Team 1 in division 2 finished 4th out of 8

Team 2 in division 2 finished 8th out of 8 (relegated)

Team 3 in division 4 finished 4th out of 8

Team 4 in division 5 finished 3rd out of 4

Women's Captain Report:

Valerie reported on the women's teams in Middlesex NE Division

Summer 2018

Team 1 in division 3 finished 1st: promoted

Team 2 in division 7 finished 2nd: promoted

Winter 2017/2018

Team 1 in division 2 finished 1st: promoted

Team 2 in division 3 finished 6th out of 8

Membership secretary Report

Richard circulated the figures and outlined the graphs. Total Membership decrease -15% (last year +18.3%), Total Players decrease 10.2% (last year -3.1%), Total fees decrease -7.2% (last year +15.5%)

Bar Stewards Report

Figures reported in the balance sheet

Fixtures Secretary Report:

Jean Chalaby reported that he has attended fixtures meetings and circulates dates to captains as well as adding to the noticeboard.

Vets: Team Captain is now Magda here are their results:

Summer 2018

Vets: Mixed Doubles in division1 East finished 3rd out of 7

Winter 2017/2018

Vets: Mixed Doubles in division 6b finished 2nd out of 6

Social Secretary Report

Rocky reported on the highlights. Regular events, St Patrick's Night, Halloween and New Year's Eve parties were held. The Halloween party was really well attended and he thanked all those who gave up their time to decorate and help. Member feedback was great. Live nights by featuring local tennis playing member Laura Matthews band are popular and will continue. Rocky confirmed that the hire agreement stipulates that the members can have access to the clubhouse toilets and the kitchen during the hire time. There were 2 occasions where members were told by the hirers that they could not fill up their water bottles in

the kitchen. This was contrary to the hire agreement and Rocky did follow this up with the hirers. He will make sure this is always clear and reassured all present that it is always the case that he reminds all hirers that the club is first and foremost a tennis club.

5.Election of honorary auditors: R.Patel and Sue Davies were re-elected.

6.Election of Officers of the Club

Notice of nominations being open for committee roles was circulated to the membership in advance of the meeting and included a table listing current committee roles and whether the person in post had agreed to stand again. A description of each committee role was added to the website and the link sent to members. New Voluntary Committee roles were created during the year: Grounds Liaison Officer and Coach Liaison Officer These voluntary roles were created this year to support the growing administration of the grounds work and the request for better communication around Elmwood Coaching schedules.

The 2018 – 2019 committee were elected as below:

Club Chairman: Charles Dimpfl

Club Secretary Jackie Speechley

Men's Captain Jean Chalaby

Women's Captain: Valerie Foltz

Membership Secretary: Richard Ormerod /Rose Heaney/Alex Potts

Club Treasurer: Hakeem Khalil

Fixtures Secretary: Jean Chalaby

Social Secretary: Rocky Hirani

Bar Steward: Mindaugas Burzdzius

Grounds Liaison Officer: Rosette Wilkinson

Coach Liaison Officer: Louisa Burnand

7. Clubhouse Renovation

Local architect member had been thinking about options for how our club house might be improved or upgraded for all of the members. He prepared a quick scheme with his ideas during November. Jackie provided him with the most recent survey reports including the SINC report. All agreed this input is welcome. Rocky is putting together a sub-committee to take ideas further. There were time constraints for this project during this year as full committee devoted time to the court renovation plans and surveys. Rocky will continue to head the clubhouse project and welcomes all contributions.

8. Court Renovation Update

Major work took place on the tarmac courts (4 to 6) to re-foundation and re-surface to make them fit for the foreseeable future. The work started on 1-Oct and progressed well. The tarmac has to 'cure' for a few more days and the courts will be open for play on Tuesday 20-Nov-18 at 08:00.

The project is a few days ahead of schedule and is on budget. Painting will be Spring.

9.Practice wall Update

Members were invited to take part in an on-line survey in July for feedback on the proposal to have a practice wall built between court 3 and 4.

Survey results:99 voted out of a total of 208 adults (not counting Leisure, Junior or Cadet members).

Although the majority (69%) of those who responded to the survey voted yes, there were also a significant number of comments and concerns raised by members which need to be addressed. Copies of these comments were available at the meeting for all present to read. Further communication to members is needed and Louisa offered to help with this. Henri said he would check if planning permission is required in the meantime. Generally, a wall is thought to be a good idea but perhaps with a less intrusive moveable wall.

9. AOB

Coach Awards:

Coach Peter Neathey announced those to be awarded trophies for most improved adults and junior as below. The adults had sent apologies however Junior, Jake was present and duly awarded his trophy.

Adults Ritta Assiimwe & Jennifer Nieuwland

Junior

Jake Crockatt

Charles thanked everyone for attending and the meeting was closed.