

FROME TENNIS CLUB LIMITED

(Company number 13066527)

Minutes of a Meeting of the Board of Directors held on Friday 5th May 2023 at 4.30pm in the New Pavilion

Members of the Board Present at the Meeting

Arthur Close

Marc Higgins

John Price

(Mark Brierley tendered his apologies)

1. To elect the Chairman for the meeting

It was proposed by Arthur and by Marc that John should be elected as Chairman of the meeting. This was agreed unanimously and he took the chair.

2. To agree appropriate notice has been given and a quorum exists

It was agreed that the appropriate notice had been given and the meeting was quorate.

3. Declarations of Interest

None

4. To approve the minutes of the meeting held on 9th January 2023

Approved and to be signed by Mark Brierley at the next opportunity.

5. To consider the Board's response to Josephine Boyd's (31 Butts Hill) proposal to create a car parking space in her rear garden and utilise the common drive to access it.

It was agreed that:

- a. Neil Howlett's v2 Letter should be sent without delay, with minor agreed amendments.
- b. We contact the neighbours and the bowls club and tell them that we have sent a letter and copy it to them
- c. As a short- term measure, we suggest to the neighbours that we should lock the gates with a combination lock – the combination code to be shared by all legal users and all tennis club members. It was agreed that we should aim to share all costs with the legal users.
- d. It may be necessary in the future (depending on how events develop) to modify the gate arrangement to permit locking of the vehicular gate but leaving the pedestrian gate open.
- e. All the above to be done with maximum haste due to No. 31's timescales.

POST MEETING NOTE

After the meeting Arthur spoke to Josephine Boyd to tell her that we would be sending a solicitor's letter. She advised that due to the objections of neighbours she would not be proceeding with her plan and would move house instead. In view of this all Directors have agreed via WhatsApp to still send the letter but not take any action with regard to locking the gate for the moment.

6. Review of pavilion (and old clubhouse) post construction snagging and unfinished items based on list from January meeting.

The list was reviewed, (as far as possible without Mark being there). Most items are now complete and an updated Annex A is attached.

7. To review situation with Community Court re-painting and repair

This is now complete. Grass Valet have been paid for cleaning. Courts will be inspected by Bryan and Arthur on or around 6th June to assess acceptability for payment of Courtstall.

8. To report on social media progress, web site rationalisation and web publication of governance documents

John reported that the fromtennis.net web site had been removed and the hosting charge is now cancelled. Two mailboxes have been continued (Admin and Projects) at significantly lower cost and this will retain the ability to do email forwarding from a fromtennis.net address to a personal address (this removes the necessity for club officials to publish their personal addresses on the internet).

John is liaising with Amelia to facilitate the publication of club governance documents on the club's ClubSpark site. This includes the club Articles of Association, Club Rules, Board Minutes, AGM Minutes (when available). A lot of work still needs to be done on the site, which will need to be addressed next. This includes: the Home Page, News Page and Local Leagues page.

John reported that Amelia was moving things forward with regular posts on social media and emails to tennis-interested people. Arthur was concerned whether posts were being made on Instagram. John will check with Amelia.

9. Succession planning for retirement of Directors and Committee Members

John reported that he would not be standing for re-election as a director next year or as a committee member. Mark does not want to continue as Chairman but was happy to continue as a director. Marc is happy to continue as director and teams' organiser but did not have the time for committee attendance. It was felt that this could be difficult to accommodate within the current governance documents. Various club members were discussed as possible replacements. It was decided that:

- John would look at how this could be accommodated within the constraints of the Articles and Club Rules.
- Each director should produce a list of possible candidates for the Board and Committee and circulate it.

10. A.O.B.

Nothing discussed.

11. Date of Next Meeting

Not fixed.

12. Close

The meeting closed at 5.40pm.