## Grove Tennis Club Committee Meeting





(corrected 27 Aug 2020 – AOB section)

Apologies: Krystyna (sec) Andy (PR)

	Agenda item	Action
1.	Minutes of last meeting	Approved
2.	House and Grounds Report	
i.	The Committee discussed the plans made to partially reopen the clubhouse from 27/7/20 and agreed the following:-	
	Cleaner to restart weekly Wednesday cleaning on 29/7/20. Members to be urged to use wipes provided to keep facilities hygienic between cleans	Val to inform Dee Val to make poster
	Installation of 2 hand sanitisers	Val to purchase
	LTA & NHS information posters to be put up in prominent positions in clubhouse	Val to print and laminate
	Members to be restricted to using toilets and kitchen areas only and requested not to congregate	Maddy to reinforce at social tennis
	Hand driers to remain (see Government advice 3/7/20)	
	Risk assessment updated	James to add Covid-19 to current risk assessment
	Membership to be informed of changes via Email.	Maddy to circulate prior to 28/7/20
ii.	Val updated Committee on refurbishment to Clubhouse:	
	New kitchen installed and drinking water available	
	Nominated person required to check defibrillator and First Aid box on a weekly basis.	James to enquire
	No response to emails to update boards	Val to continue to chase
iii.	No income generated.	
	Committee agreed that all used balls currently stored in kitchen cupboard could be recycled	Val
iv.	James reported on risk assessment measures already implemented:	

	Removal of net winders and court draggers Net height regularly checked and therefore no	
	need for members to attempt to adjust	
	Committee agreed that a small water fountain/sink	Trisha to get costings
	would help with hand hygiene	
3.	Social Report	
i.	The Committee discussed the plans made to	
	restart social tennis on 28/7/20 and agreed the	
	following:-	
	Members will be called to corrupt out a calf	
	Members will be asked to carry out a self- assessment health check before attending social	
	tennis	
	Members will be asked to sign in and this list will	
	be kept for 14 days to assist Track and Trace	
	Members will be asked to bring their own balls,	
	hand sanitiser and towel (if they prefer not to use	
	hand blower)	
	Maddy confirmed social tennis is played from 6-9	
	pm on Tuesday evenings (all courts) and from 2-5	Maddy to remind membership of current hours via Email
	pm on Saturday (Mark able to coach on Court 2	
	until 3pm). It was agreed to review whether	
	Saturday hours could be reduced at the next Committee meeting.	
	Commutee meeting.	
	Tubes of new balls to be available at Social for	William & Maddy
	members to buy at £5	
ii.	The Committee discussed the need to update the	
	Website and remove old information about Social	James & Maddy
	events	James & Maddy
4	Members to be approached to help with this	
4.	Match & Tournament Report	
i.	The Committee discussed the feasibility of	
	running club tournaments in 2020 and agreed the	
	following:-	
	William to plan to run Brisco/Wallis & Hassell	
	tournaments in the Autumn	
ii.	William reported that the Essex & Cambridgeshire	
	leagues were cancelled for this season due to Covid-19. Essex is still running the Harry	
	Brickwood (Women) and Dom Barton (Men) and	
	Ian Pitt (Mixed) competitions in the Autumn. It was	
	agreed to field teams in all three events.	
	Cambridgeshire are considering some competitive play in the Autumn- to be confirmed	
iii.	William reported that the Singles ladder has 26	
	members currently participating. The Committee	
	agreed that this has been successful. William reported that a Mixed ladder has just started up.	
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5.	Chairs Report	
i.	Jane Bowen was welcomed onto the Committee as the new Membership Secretary. Trisha thanked Lynne Rushton for all her hard work over the years and particularly with the introduction of the automated payment system.	Jane to be given access to website from Lynne
ii.	The Committee agreed to keep the 6m Membership Fee available from September at the same rate as 2019	
iii.	It was agreed that all Committee members should have access to the Grove's Facebook page, which is linked to the website.	
iv.	Trisha asked for reflections and lessons learnt from our Lockdown. The consensus was that we managed this well considering the difficulty of the situation and timing. Marc and James were thanked for taking control of the lockdown and updating the Committee and membership to the new rules as they evolved.	
v.	The Committee were informed that Marc had taken over the gardening and maintenance of the grounds from Geoff during the pandemic. James to discuss this with Marc now he is coaching more and find out the hours he worked.	James
6.	АОВ	
i.	The Committee agreed the invoice submitted by the Treasurer totalling £1719 (£1095 for 2017/18 and £624 for 2019) The Committee have been impressed with the thoroughness of Lorraine's work which reduces the Accountancy time needed to verify the accounts. The Committee also thanked Lorraine for her diligence in saving the club money on Water & Electricity bills, switching internet provider and in securing the £10,000 "Government COVID-19 small business support grant". for club improvements from Uttlesford CC.	
ii.	The Committee discussed the current system of free membership for the Coaching Team. It was felt that this required further discussion with Marc.	Trisha & Jane
7.	Date of next meeting	To be confirmed

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