


GLTC Committee Meeting – 8 July 2021

Zoom call

Present	Apologies	
Trisha Esplin Jacque Woolley Maddy Marley William Freeman Andy Rice James Marchant Kirsty Rowlandson Marc Squire Adrian Holley Clare Jackson Krystyna Windle	Jane Bowen	

1. MINUTES OF LAST MEETING

Minutes were signed off.

2. COACHING UPDATE

Ref	Subject	Update	Status
	Junior Social	Junior social takes place between 1 and 2pm on Saturdays. All is going well, the parents are pleased. On average there are 12-14 juniors playing. In winter Junior Social will take place between 1-2pm, eliminating the need for artificial lights. Social adults will start at 2pm all year round.	
	Summer Camp	Marc will need to book 3 courts for 4 weeks, between 10-12 and then 1-3pm. Last year there were no concerns about it. The courts were not overbooked. Marc will inform the Committee about the details before the camps start.	Done
	Equipment for juniors	Marc has applied for a grant. Unfortunately the grant will not cover the ping pong table.	
	Junior Finals day	Under-18s will have their final on the Club Finals Day, Younger juniors will have the finals staggered: - Red: 2 October, 3 courts - Orange: 9 October, 4 courts - Green: 16 October, 3 courts The finals will take place from 4pm on the relevant Saturdays.	
	Club's Finals Day	Coaching can go ahead on Finals Day (18 Sept, 25Sept backup).	
	Juniors court bookings	Juniors 12 years and above can book a court. Mini-Juniors (under 12) can't. One of the reasons is that the Club does not want to encourage young children to play unsupervised on the Club's premises. Andy to send an email explaining the issue.	Done
	Whole year timetable	Marc to propose a whole year timetable with approximate dates, to give members some idea of what is happening in the Club.	Action: Marc
	Social clinics	Hopefully will start in September.	
	Availability of coaching	Marc and Callum have a fixed timetable which is full. Members have priority over non-members. Non-members can't have a regular slot.	
	Court useage	From September the court useage for coaching purposes should be the same as currently.	

3. MEMBERSHIP UPDATE

Ref	Subject	Update	Status
	Membership	LTA recommendation is 300 members. We have more than that, with more	Action

		joining. The Committee voted to cap the number of members at 350. If we get there, we will analyse the situation and decide on the required actions. Jane will monitor the overall number of members and flag if it gets to 350. Current court utilization is 48% (8am-10pm)	Jane
	Junior court bookings	Juniors (12 years and above) can book a court with the following restrictions: <ul style="list-style-type: none"> • maximum 3 days ahead • not during social evenings Jane to add booking information for juniors to the Membership form.	Action: Jane
	Priority bookings	Priority bookings can be done more than 1 week in advance. Currently only Jane Pearce, William, Jane Bowen, Andy and Marc have that privilege. It was agreed that this should only be used for booking matches, not for personal bookings. Trisha to remind members about this. Andy will be taken off that list.	~Done
	Membership verification	There is no check if somebody is a member. Marc offered to check players against membership as part of his administrative tasks.	Action Marc

4. HOUSE AND GROUNDS (Jacque and James)

Ref	Subject	Update	Status
	Notice boards	Paper on the green notice boards in the Clubhouse is worn out and should be replaced.	Action Jacque ongoing
	Cleaner	Jacque has a new cleaner, to start next week. She will come every fortnight for 2 hours at £15ph.	
	Handrail outside	Hasn't been painted yet, probably because of low temperatures. The painter has been given a 'go ahead'.	Done
	Fire extinguishers	Need to be checked.	Action Jacque Ongoing
	Clubhouse	Clubhouse should be tidied up before the opening. Re-stringing machine should be put in mens' changing room. Trophies need to be sorted out and hung on the wall.	Action Marc, William
	Tarmac outside	James is waiting for a quote. James thinks there is no point patching the drive; we either should do it properly or not at all.	Ongoing
	Light box	Light box is currently broken. We were given a £2000 quote to replace the PCB. We could have individual boxes (per court) at £250per box. They would be token operated. Trisha to give the details of the company to James. James will look for LTA grants which may cover the light box. Lights are free for members until the box is operational. Update: Electrician can't fix the lights on the cheap. We will have to contact Pro Luminescence (?) and pay real money. A new light box is about £1750 + call-out fee. We are going to stay with the existing light bulbs and change them when they burn out.	Action Trisha Action James
	Outside tap	Outside tap is leaking and needs to be repaired.	Done
	Court cleaning	Courts will be cleaned in May	Done
	Trees	William to investigate if it is possible to trim the sycamore trees by the drive. - The trees will be trimmed soon. Update: The Council have been informed.	Action William
	Match balls	Ex-match balls should be placed in the sliding cupboard, to be used for Social.	
	Brush	It was decided to buy one more (light) brush, similar to the current ones, so each court would have one (Courts 3 and 4 can share). James will talk to Peter about this decision.	Done

	Update	The courts have been cleaned. James bought a wheelbarrow and court dragger The hedges have been cut Outside tap has been fixed Fences need tightening	
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5. MATCH AND TOURNAMENT (William)

Ref	Subject	Update	Status
	Update	Ladies 1 st team won the Essex Cup. Congratulations.	
	Cambridge League	Vernon Dudley (who runs Cambridge League) is retiring. We should give him a present – budget was set at £100. Maybe we could join with another club. Trisha and William to organize.	Action: Trisha and William

6. PR

Ref	Subject	Update	Status
	Clare	Sally is back, Clare Jackson should be replaced by Sally on the website as the Child Protection Officer.	Action Krystyna

7. FINANCE

Ref	Subject	Update	Status
	Update	The Club's finances are in good shape. Money has been put away for court maintenance and lights.	
	Accounts	Lorraine will come to some Committee meetings, but doesn't need to produce accounts each time. She only has to produce them for Trisha.	
	Electricity bill	Jacque investigated why the electricity bill was so high and found that the thermostat was set at 29°C.	Done.

8. SOCIAL AND EVENTS

Ref	Subject	Update	Status
	Celebrations of 19 July	We should celebrate opening of the Clubhouse with Pimms, cakes and tea. Marc to check if he could run a clinic 12-1pm for Juniors and 1-2pm for adults. Marc and Maddy to tell Andy.	Action: Marc Maddy
	Finals day	We should have a barbecue on the Finals day. Members to bring salads/cakes. Maddy to refresh her Pimms recipe.	
	Social tennis	Junior social takes place between 1 and 2pm on Saturdays. All is going well, the parents are pleased. On average there are 12-14 juniors playing. In winter Junior Social will take place between 1-2pm, eliminating the need for artificial lights. Social adults will start at 2pm all year round.	Action Marc

9. AOB

Ref	Subject	Update	Status
	Club Tournament	Club Tournament rules should be put on the website. Entries are open for another week.	Action Krystyna
	Winter League	Winter League will be discussed at the next Committee meeting. It was proposed that on Tuesdays evenings there should be a normal social, with Winter League being played on Thursdays evening.	
	Miscellaneous	Should club events aim to make a profit? - No Defibrillator needs a new battery. Action Jacque LTA Covid updates. Maddy is up-to-date with LTA rules.	Action Jacque

	PR role	David Sinnet would like to join the committee and take on Andy's role. The handover will happen at the next AGM.	
	Pro-rata membership	Pro-rata membership starts in September and January for all memberships. Jane will change the packages before September.	Action Jane
	Grove boards	The boards are very dark and outdated. They should be made current when 2021 results are ready. Marc is to suggest a solution for the Junior board.	
	Honorary membership	Les become an honorary member. We have one membe above 80 (Charles?) and one member who is 79.	

10. DATE OF NEXT MEETING

6 October 2021 at 7:30pm

GLTC Regular Payments/Schedule List:

Insurance Renewal – 22nd March

Emergency Lighting, fire extinguisher test – 30th September

LTA Membership – 30 November

Court maintenance – bi-annually end April/end Oct

Krystyna Windle
27 July 2021