



HWTC 2021 AGM Minutes

Tuesday 3rd May held at Hartley Wintney Village Hall

1. Welcome & Apologies for absence

Twenty-three people were in attendance and therefore quorate.

2. Chair's Report (*review since last year's AGM on 22 Sept*)

What's been difficult

- Covid impact on memberships – Wimbledon ballot effect too
- Membership growth remains a challenge
- Fleet Road closure impact on Tuesday club nights
- Junior engagement beyond primary school coaching, esp. teenagers
- Not being a "proper" club i.e. lacking the facilities and access to promote more play

What's gone well

- Continuing strength in female active players – at club nights and in leagues
- Round Robin on Wednesdays inc going ETC collaboration – competitive club night, now back at HWTC
- Tuesday Club night –momentum building now back at HWTC
- Strong progress on our plans for the future (see later)

My thanks to several people who have played a key role in and for the club:

To volunteers beyond the committee:

- Steve Airtton – for organising the Wednesday Round Robins & his ongoing support as a Parish Councillor
- Alison Irani – for running the BDTL Winter Leagues
- Emily Wootton – for recently stepping into Tues Club Night organisation
- Mark Elener – for agreeing to run the Summer Comps again
- Joseph and Gabriel Flynn – for putting the nets up and down every week
- Gerry Britz, Annette Miller and Pam Andrews - for pitching in on Club-led fundraising
- Sue Bartley – for organising the Christmas Social

To committee members without whom the club would not be able to run and especially for their significant efforts on the Development Project:

- Claire Orme (Club Treasurer); Paul Tomlinson (Welfare Officer); Lindsay Evans (Ordinary Member), Helen Timpany (Ordinary Member; Jamie Cheetham (Club Coach)

To our outgoing committee member:

- Sam Harley (Club Secretary since Feb 2020), for her invaluable administration of ClubSpark, committee minuting, club emails and support for the club.

3. Finances and Membership update

Details of our club accounts are covered later in this report on page 3. Club revenues improved from the previous year's performance which was adversely affected by Covid. Expenses were higher mainly due to one-off equipment costs and rent. Membership numbers and revenue for the current financial year are slightly down but renewals and new joiners continuing.

4. Club Development Project

We have made good progress on the project – summary information contained with slide numbers 6 – 16 as shared at the AGM shown later in this report. If members have access to sources of funds or other resources which could be of help for the project, please get in touch with any member of the committee.

The pre-circulated proposed amended constitution was shared with attendees, with key changes discussed as set out in presentation slide 15 later in this report. Unanimous support for the updated constitution was agreed by means of a vote, and therefore approved. A copy of this updated constitution is now on our website in the Club Policies section.

5. General Update

Coaching - Jamie Cheetham provided an update, confirming the success of ongoing Ladies' and Improver sessions and the plans for post-half term courses for juniors on Saturday afternoons.

Basingstoke & District Tennis Winter League - Alison Irani provided an update on last season's results with congratulations to our teams.

- Ladies' Doubles) in Division 3. HWTC came 3rd out of 6th with 6 pts,
- Mixed Doubles in Division 3. HWTC came 5th out of 8th, with 7 pts.

Summer Competitions - Mark Elener confirmed these will start in mid-May, running through to a Finals Day on September 11th, comprising mixed, men's and ladies' doubles, men's and ladies' singles competitions.

6. Club Roles

We have requested additional voluntary support for the running of the club, as show on presentation slide 15 later in this report. Some attendees have kindly offered to assist in various ways which is much appreciated.

Committee Election: All existing committee members were duly elected

- Chair – Sue Austin elected
- Treasurer – Claire Orme elected
- Welfare Officer – Paul Tomlinson elected
- Junior/School Liaison – Jamie Cheetham [also our club coach]
- LTA Liaison - vacant
- Ordinary Members – Lindsay Evans, Helen Timpany

7. AOB and questions

Various questions were raised and answered, some of which are captured below.

Q. Can we get lottery funding?

A: We will be applying for lottery funding for the development project (as one of the potential sources of funds) but need planning and other permissions as a condition of application.

Q. On the new courts, what is the court surface going to be?

A: Same surface as the existing, as the court will need to be compatible with school needs as a playing ground.

Q: What about flood lights close to the houses, will it be an issue?

A: Modern LED floodlights generate limited light pollution so we don't anticipate a problem, but approval will be a requirement as part of our planning application

Q. On raising money, have you tried the quarry companies?

A: They're on the hit list!

Q: Regarding court markings, will the No1 court be just for tennis, or will it be shared with a netball club?

A: We hope so as we recognised mixed court markings are not ideal. We would need to retain netball court markings for courts 2 & 3 to retain the same arrangement with the school as today.

Q: Would it be a good idea to install the clubhouse first?

A: We have considered that option, but our priority is to open up increased opportunities for more play which will be achieved by the addition of the 3rd court and floodlights.

Q: Regarding raising money and club profile, how about showing Wimbledon like pubs and clubs do for the big football and rugby matches?

A: Good idea. We considered this for 7th July this year, but it clashes with Lowde Fest, so will consider for another year and other events.

My thanks to all who attended for their support and excellent contributions at the meeting.

Sue Austin
Club Chair

The following pages contain Club accounts for the financial year end 28th February 2022 and presentation slides shared at the meeting.

**PROFIT & LOSS ACCOUNT FOR HARTLEY WINTNEY TENNIS CLUB
AS AT 28 FEBRUARY 2022**

	2021-22	Note	2020-21
	£		£
TURNOVER:			
Annual Membership	3081.00	(1)	1840.00
Court Hire - Pay & Play	388.28		450.00
Court Hire - Coaching	410.00		80.00
Village festival income (to petty cash)	80.53		0.00
Total:	<u>3959.81</u>		<u>2370.00</u>
LESS PURCHASES:			
Equipment	267.58		718.97
Tennis nets - putting up and down	615.00		105.00
Miscellaneous Expenditure	616.18	(2)	27.94
Other	110.15	(3)	0.00
Tournament Expenses	207.03		0.00
External Court Hire (Elvetham)	481.25		165.00
Total:	<u>-2297.19</u>		<u>-1016.91</u>
GROSS PROFIT:	<u>1662.62</u>		<u>1353.09</u>
OVERHEADS:			
Rent	900.00		0.00
Insurance/LTA Registration	240.00		20.00
Strike/Go Cardless Charges	72.11		58.30
Adjustment for Debtors control account	45.00	(4)	0.00
Adjustment for liability in 2021-22 accounts	-43.00	(5)	0.00
HPFA and BDTL registration fees	22.00		0.00
Total:	<u>1236.11</u>		<u>78.30</u>
NET PROFIT:	<u>426.51</u>		<u>1274.79</u>

**BALANCE SHEET FOR HARTLEY WINTNEY TENNIS CLUB
AS AT 28 FEBRUARY 2022**

	2021-22	2020-21
	£	£
FIXED ASSETS		
Total Fixed Assets	0.00	0.00
CURRENT ASSETS		
Debtors Control Account	0.00	45.00
Prepayments	0.00	240.00
Cash in Hand	200.35	119.82
Current Account	18488.09	18065.11
Total Current Assets	<u>18688.44</u>	<u>18469.93</u>
CURRENT LIABILITIES		
Rent to HWPC	900.00	900.00
Other current liabilities	0.00	208.00
Total Current Liabilities	<u>900.00</u>	<u>1108.00</u>
Current Assets less Current Liabilities	<u>17788.44</u>	<u>17361.93</u>
CAPITAL AND RESERVES		
P&L Account	426.51	1274.79
Brought forward Capital and Reserves	17361.93	16087.14
Total Capital and Reserves	<u>17788.44</u>	<u>17361.93</u>

Inspected by:
Paul Tomlinson



Sue Austin
Chair



**FINANCIAL STATEMENTS FOR HARTLEY WINTNEY TENNIS CLUB
AS AT 28 FEBRUARY 2022**

NOTES TO THE ACCOUNTS

	2021-22	2020-21
	£	£
(1) Annual Membership		
Family Membership	2066.00	1320.00
Adult Membership	520.00	280.00
Couples/Single Parent Membership	455.00	200.00
Junior Membership	40.00	40.00
	<u>3081.00</u>	<u>1840.00</u>
(2) Miscellaneous Expenditure		
Security Equipment	565.20	
Chair covers	16.99	
Key box & keys	33.99	
Hand sanitizer & wipes	0.00	27.94
	<u>616.18</u>	<u>27.94</u>
(3) Other		
Leavers Gifts	86.81	
DBS Check	17.82	
League match refreshments	5.52	
	<u>110.15</u>	

(4) Adjustment to debtors control account

Topspin tennis had been over-invoiced by £45. This has now been corrected for.

(5) Adjustment to liability in 2020-21 accounts

Liability not specified in accounts. Nothing to this value passed through accounts.



Annual General Meeting

3rd May 2022

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Agenda

Welcome

Club Update

- Review of year; Finances and Membership numbers
- Development Project inc. Constitution change approval
- Plans for 2022

Club roles

- Volunteers
- Committee Election

AOB

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Review of Year

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PROFIT & LOSS ACCOUNT FOR HARTLEY WINTLEY TENNIS CLUB AS AT 28 FEBRUARY 2022

	2021-22	Note	2020-21
	£		£
TURNOVER:			
Annual Membership	3081.00	(1)	1850.00
Court Hire - Day & Day	388.28		420.00
Court Hire - Coaching	430.00		80.00
Village Festival Income (to petty cash)	80.53		0.00
Total:	3959.81		2370.00
LESS PURCHASES:			
Equipment	267.58		718.97
Tennis sets - putting up and down	425.00		105.00
Miscellaneous Expenditure	616.18	(2)	27.94
Other	139.32	(3)	0.00
Tournament Expenses	207.03		0.00
External Court Hire (Bootham)	482.25		105.00
Total:	2297.34		1016.91
GROSS PROFIT:	1662.47		1353.09
OVERHEADS:			
Rent	500.00		0.00
Insurance/FA Registration	240.00		20.00
Solar/Go Cardless Charge	72.24		58.30
Adjustment for Debtors control account	45.00	(4)	0.00
Adjustment for liability in 2021-22 accounts	43.00	(5)	0.00
IFA and IFAI registration fees	27.00		0.00
Total:	1227.24		78.30
NET PROFIT:	435.23		1274.79

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Some thank yous

Club Update: Development Project

Our ambition

To create a tennis facility for the benefit of the whole community.

c£140k of funds required to deliver the project.

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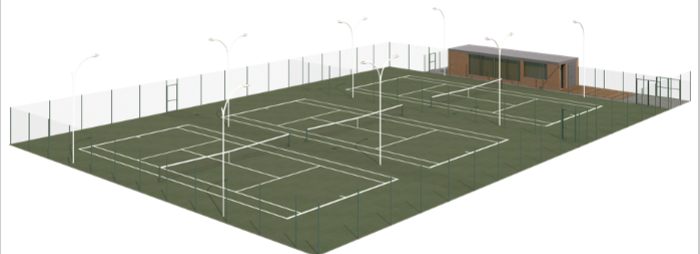
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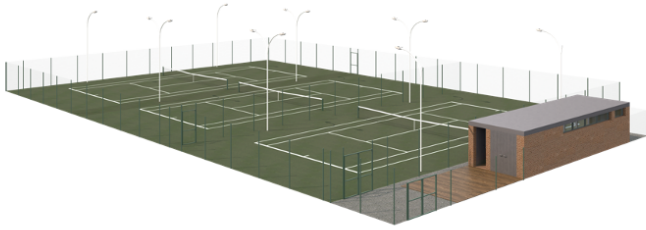
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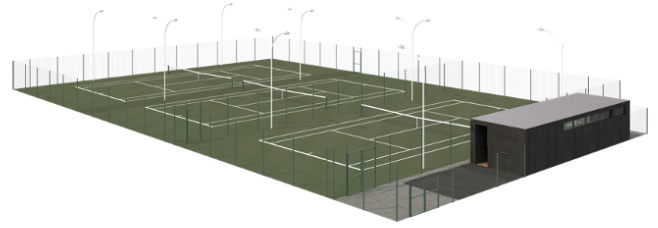


Brick new-build option



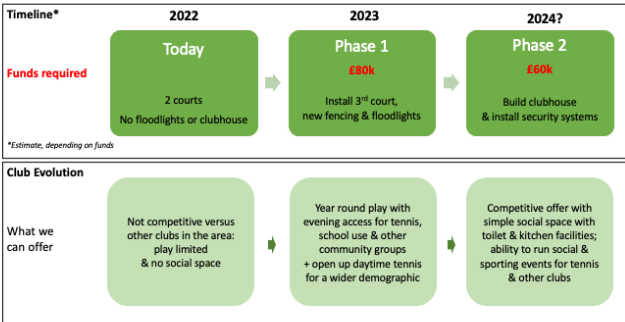
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Timber-clad retrofit option



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Project Plan & Scope Summary



Fundraising: local & national

£140k needed for the project

Funding sources

- Club reserves £15k
- Parish Council £15k
- LTA loan
- National grants
- Local organisations and businesses
- Individuals

Community engagement, community benefits and inclusivity are key

Fundraising: local & national

Sponsorship Level	Contribution	Benefits
Platinum	£10,000+	An exclusive group of local sponsors, up to a maximum of five partners. Prominent signage inside and outside of Club and on the Tennis Club website, for a period of five years. A permanent listing on our patrons' board. 10% membership discount for employees for five years.
Gold	£3,000+	This gives three years' courtside sponsorship. A permanent listing on our patrons' board. 10% membership discount for employees for three years.
Silver	£1,000+	A listing on our patrons' board.
Bronze	<£1,000	Altruistic giving.

How we need your help

- Connections with potential sponsors
- Become a patron!

Fundraising: club-led

Purpose

Raise the Club profile & engage the community in our future plans

How we will do this

- A few, big events, focussed on inclusive, family centric events e.g.
- Quiz nights
 - Line dancing
 - Whose line is it anyway / wine evening
 - Tennis tournament
 - Junior coaching/social events

How we need your help

- Ideas/feedback
- Help run an event
- Attend and promote around the village

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Constitution Change

Why we need to amend the constitution

- To apply for Community Amateur Sports Club registration => funding routes, Gift Aid and other tax benefits
- To future-proof in line with plans for future
- Improve some clauses

Key changes

- More inclusive statements about non-discrimination and fairness
- Improved definition of membership types, management of club such as finances etc.
- Clarity in end of club dissolution

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Wrap Up

- We have a vision and a timeline
- We need your support to
 - ✓ Engage the community in support of fundraising
 - ✓ Connections to sources of funds
 - ✓ Assist with the day-to-day running of the club

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Plans for 2022



- Coaching
- Local leagues
- Summer competitions

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Club Roles



- Club Secretary vacancy
- Other roles:

**We need your help
to grow and run the club**

Operational Tasks	Who	What's required	Time estimate
Quinn Cup	Vacancy	Emails to motivate participation via club newsletters; organise pitches; run the competition once or twice per	Per competition: circa 2 hours preparation; half day running competition
American Doubles	Vacancy	Emails to motivate participation via club newsletters; organise pitches; run the competition once or twice per	Per competition: circa 2 hours preparation; half day running competition
League Secretary (SDTL)	Vacancy	Register and liaise with SDTL; admin teams; emails to motivate participation via club newsletters; organise teams; assign 1st team with team captain; submit match results	Initial setup set up: circa 3 hours thereafter circa 20 mins per week a fortnight
Community Communication	Vacancy	Regular formal media liaison to PA system; linked to club newsletters and other formal magazines; Monthly compiled magazine submission (also with SDTL on contact)	once 1 hour per - as required
Village Festival (11th June)	Vacancy	Plan and organise team for 3rd stall set up; collect tennis tennis and equipment (1) running stall on day	Organising team: circa 2 hours On day: support team: making slip (batteries/chargers) circa 3 hours
Community Events	Vacancy	HK Fun run, School Fire etc.	Each event: similar to village festival
Grounds maintenance	Vacancy	Maintain boy entrance to courts; clean signage 1 day shed	Minimum twice per year: up to circa 2 hours each time
Event support	Vacancy	Willing hands to support Club events	As required

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AOB & Thanks



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