

HIGH WYCOMBE LAWN TENNIS CLUB

COMMITTEE MEETING MINUTES

4 March 2024



Attendees	Andy Gibbs, Chair Sue Chapman, Secretary Clare Smith, Social Events Organiser Jezz Baker, Head Coach (part meeting) Alan Gates, Treasurer Adam Smith, Junior Representative & Men's Captain Gail Barstow, Membership Secretary Alison Wright, Welfare Officer
Apologies	Maggi Newcombe, Midweek Representative

	Action
Minutes of Last Meeting The minutes of the Committee Meeting held on 15 January 2024 were approved for circulation to the Trustees.	SC
Chairman's Statement / Selection of new Chair At the end of the two-week period, during which Committee members were able to declare their interest in the role of Chair, Adam Smith remained the only interested party. The members of the committee voted unanimously (by confidential email to the Secretary) in favour of Adam Smith taking over the role from 1 April 2024. The Trustees and members were notified by email. From 1 April 2024 AS will stand down as Men's Captain and a successor will be appointed. Initially AGi intended to step away from the committee but continue in the maintenance role. However, it was agreed that AGi would remain a committee member but would only attend meetings as and when maintenance reports were requested.	
Membership Update Since the previous meeting on 15 January 2024 New members: 1 x Full Membership 10 x Junior Non-Member Coaching Membership 1 x Adult Non-Member Coaching Membership	GB
Collection of Junior Membership fees JB and GB have reviewed figures - still a low number of Junior Non-member Coaching fees have been paid. GB has sent emails to all parents who have not yet paid.	JB/GB

<p>The club is now registered with the STRIPE online payments system. One payment received by this means so far.</p>	
<p>Financial Update</p> <p>AGa has updated the budget spreadsheet to take into account the new court maintenance programmes and that the resurfacing will come in £8k below the forecast. Cash in the bank as at 30 September 2024 is expected to be £23,400 which will be more than sufficient to see the club through until renewals in March 2025. Expenditure (excluding capital investment in courts upgrade) for this year is expected to be £26k against income of £47k.</p>	
<p>Social Events Update</p> <p>The next event planned is Quiz Night on Friday 22 March. The sign-up sheet is on the noticeboard and an email reminder will be sent to members this week. Team sizes will be limited to 8 people. £5 for quiz only / £15 to include pizzas from “Wood Fired Pizzas” at the Cricket Club.</p> <p>The possibility of another live music night in late April/early May was discussed. Trevor Barstow will be approached to see if his band would be available to perform.</p> <p>It was agreed that the bar would be opened on the last Thursday of every month so members could just come for a drink and socialise even if they didn’t want to play tennis. CS will confirm with GF.</p> <p>It was suggested that a summer social/party should be held just before the start of Wimbledon to open and celebrate the new courts.</p>	<p>CS / AGa</p> <p>CS / GB</p> <p>CS / GF</p> <p>CS</p>
<p>Coaching Update</p> <p>Junior Coaching Programme</p> <p>This term, 60 juniors have successfully enrolled in the coaching programme. JB is content with this number, considering the time of year.</p> <p>In response to the growing demand and being the summer term, the junior squads will be expanded after Easter by adding another day on Wednesdays from 4 pm to 6 pm. This will provide juniors with four days of coaching options instead of three, enhancing their training opportunities.</p> <p>Junior Easter LTA Team Challenge</p> <p>There is a Junior Easter LTA Team Challenge competition scheduled for April 7th from 10:30 am to 12:30 pm. SC will advise the Fixtures Secretary.</p> <p>Adult Coaching Programme</p> <p>The adult coaching session "Rusty Rackets" on Monday nights remains highly popular, and the Thursday night fast-paced doubles sessions are gaining momentum as word spreads. Additionally, 1:1 coaching for adults is growing at a steady pace.</p> <p>Coach Recruitment</p> <p>JB has recently recruited a coach, Vladyslav Romanchenko, who is currently assisting with group coaching sessions but not yet offering 1:1 sessions. Also, JB is excited to announce the addition of Andrew Fish, a Level 4 coach, who is joining the team at Easter. Andrew will work alongside JB in both junior and adult programs, offering 1:1 coaching. This addition will significantly enhance the coaching capabilities and services.</p>	<p>SC</p>
<p>Tournaments Update</p> <p>JB will be releasing entry information for the Club Tournament on 1 April 2024.</p>	<p>JB</p>

<p>Clay Courts Update</p> <p>Work on replacing the surface on courts 1-3 began on 19 February and is progressing well. Despite the heavy rain the tarmac under surface is draining well and is in good condition. It has been decided it is not necessary to install any extra drainage at this time.</p> <p>The new edging surrounding the courts has been completed.</p> <p>The new carpet is coming from abroad and should be delivered on 11 March and installed that week. All being well, the courts should be finished and ready for play on the weekend of 16/17 March or very early week commencing 18 March.</p> <p>AGa has updated the financial forecasts to include the extra maintenance and reflect the extended life of all the courts.</p> <p>An email will be sent to members with photographs of the progress.</p>	<p>AGi / AGa</p>
<p>Astro Turf Courts</p> <p>Court & Maintenance will be carrying out the first cleaning and brushing of the astro turf courts on Monday, 11 March. In order to keep these courts in top condition they require regular brushing, ideally weekly. We already have two large brushes for this task. It was agreed this is too much for one person. When the cleaning/brushing has been completed an email will be sent to members asking them to volunteer join a rota to carry out the weekly brushing.</p>	<p>SC / AGa</p>
<p>Bar Prices Review</p> <p>GF has reviewed the bar offer and is proposing to change some of the brands and clear out the poor selling items.</p> <p>Increases in wholesale costs mean our profit margin has dropped on some of the items on sale. Therefore, it was agreed those items would increase in price immediately. AGa will advise GF.</p>	<p>AGa / GF</p>
<p>Vacant Positions</p> <p>Social Media</p> <p>Whilst JB has linked his 620 Facebook/Instagram accounts to the club's accounts, it would still be helpful to have someone dedicated to Social Media Communications. An email will be sent to members and a vacant positions poster put on the noticeboard.</p> <p>Club Risk Manager</p> <p>Mike Nye no longer wishes to act as Club Risk Manager. Bolan Oluwa has agreed to take on the role as he has some previous experience in this line. It will not be a committee position but BO will report to the Chair. AS / AGi will ensure BO knows what the role entails and keeps a proper record of inspections.</p> <p>Men's Captain</p> <p>AS will be standing down as Men's Captain at the end of the month. He has approached one member who is considering the position. If this member decides not to take up the offer, JB has agreed to stand as Men's Captain.</p>	<p>SC / AGa</p> <p>AS / AGi</p> <p>AS / JB</p>
<p>Communications</p> <p>It was agreed the club should do more to advertise the new courts. As well as regular updates on Facebook/Instagram, CS agreed to contact the Bucks Free Press to see if</p>	<p>CS / AW</p>

<p>they would put an article in the paper. AW will try to get JB a slot on Wycombe Sound Radio.</p>	
<p>Match Practice</p> <p>As it is anticipated the clay courts will be ready for play from w/c 18 March, Match Practice will now start on 19 March for ladies and 20 March for the men.</p> <p>In advance of the start of Match Practice, AS/PW will invite all the team captains and JB to a meeting to discuss the Captains' Protocols, new Shield format and rules and set the squads.</p> <p>JB has offered the Men's and Ladies captains one hour of coaching for five weeks. The committee agreed the club would fully fund this but any further coaching would have to be paid for by the participants. JB will liaise with AS / PW on a start date.</p> <p>It was confirmed that everyone attending match practice would be expected to pay £10 towards the cost of new balls and floodlights. As attendees will also get some free coaching the Committee feel this is good value. AS / PW will collect payments in cash or iZettle. If preferred, members can pay by bank transfer.</p> <p>Members will also be reminded by email that match fees will be increasing to £4 per person from 1 April 2024.</p>	<p>AS / PW</p> <p>AS / PW</p> <p>JB /AS / PW</p> <p>AS / PW</p> <p>SC / AGi</p>
<p>Suggestions Box</p> <p>Requests have been made for the club to purchase a pool table. After careful consideration it was agreed that the clubhouse is not big enough and good quality pool tables are very expensive.</p>	
<p>Any Other Business</p> <p>No Mow May</p> <p>It was agreed the club would support this initiative again and the gardener will be asked not to mow the grass in May.</p> <p>High Wycombe and District League Fixtures</p> <p>It was agreed the majority of the home fixtures should be arranged for Friday evenings. When this is not possible, they should be played on a Thursday or Monday evening but only one match per week. SC will advise the Fixtures Secretary.</p> <p>Members Guests / Non-Member Visitors</p> <p>It has been noticed that some members are bringing guests to play but their names are not being recorded in the Visitor's Book and the guest fee is not being paid. Members will be reminded that a guest may only play three times, they must be signed in the member and the guest fee paid.</p> <p>CS will buy a new Visitors Book.</p> <p>SC will put a poster on the noticeboard.</p>	<p>AGi</p> <p>SC</p> <p>SC</p> <p>CS</p> <p>SC</p>
<p>Date of Next Meeting</p> <p>Monday, 22 April 2024 @ 7.30pm</p>	