

HIGH WYCOMBE LAWN TENNIS CLUB

COMMITTEE MEETING MINUTES

17 OCTOBER 2022



Attendees	Andy Gibbs, Chair Sue Chapman, Secretary Alan Gates, Treasurer Clare Smith, Membership Secretary Mike Nye, Committee Assistant Carolyn Nye, Social Secretary & Tournament Secretary
Apologies	Adam Smith, Junior Representative & Mens' Captain Ginny Eastwood, Welfare Officer Ross Murray, Head Coach Maggi Newcombe, Midweek Representative & Bar Manager

	Action
Minutes of Last Meeting The minutes of the Committee Meetings held on 4 July and 20 September 2022 were approved for circulation to the Trustees.	SC
Financial Update The end of year accounts have now been drafted. Excess of income over expenditure before deprecation is £20,184. Excess income over expenditure after deprecation is £9,882. This is mainly due to the continuing high number of members. In 2020/21 we achieved a record number of members – 161 – and in 2021/22 we have 158 members, although there has been a slight shift from full membership to off-peak.	
Membership Update We have signed up a few new members recently, both juniors and adults. Enquiries are tailing off now. Current numbers are: Full members – 125, Off-Peak – 26, Under-21 – 7, Juniors 17+ - 2, Juniors 12-16 – 21, Juniors 8-11 – 28, Juniors Under 8 – 32, Parents – 16, Coaching Access – 9 and UTR – 18.	
Safeguarding Update VE has been suffering from Covid and has not yet been able to meet via Teams with Melissa Miller to discuss the results of the Safeguarding Survey and Safeguarding Report. This will receive urgent attention when VE has recovered.	VE
Coaching Update RM and GB are holding the fort, with Dimitri Zoutas and Ian Chapman covering when necessary. Josh Oxley will be coming back when his paperwork is complete. If this team can be kept together coaching is in a good place. Junior programme numbers are healthy with a total of 55 attending the Red, Orange, Green, Yellow and Yellow Performance groups.	

<p>Links with schools are continuing with 2 sessions at John Hampden, one session each with Marsh School and Crown House at the club after school.</p> <p>Sport in Mind sessions continue on a Wednesday.</p> <p>Adult coaching on Thursday evenings has a good attendance. Four players have reached the standard required to join. Numbers are dropping at Sunday sessions. These will continue until December and then take a break until March.</p> <p>UTR has finished for the year and will start up again in April.</p>	
<p>Social Media</p> <p>This is a quiet time for membership enquiries so we will start promoting the club again in the spring.</p>	
<p>Clubhouse Improvements</p> <p>Coffee Machine</p> <p>CS will stick “how to use” step-by-step instructions on the machine and the vending machine and then an email will be sent to the membership.</p>	<p>CS / AGa</p>
<p>LED Floodlights</p> <p>A minor amendment to our floodlight planning permission has been submitted and we hope to receive a response in approx. 6 weeks. Members are currently trying out the newly installed LED lights at Hazlemere Tennis Club as they were installed by a contractor on our list of suppliers and are of the type and brightness we are looking to install.</p>	<p>AGi / MNy</p>
<p>Membership Fees 2023/24</p> <p>The country is currently suffering from high inflation coupled with surging energy prices. It is estimated our gas bill will treble to £1.5k and our electricity costs could easily reach £8k. The cost of tennis balls has also increased by 50%. Whilst we understand that members finances will be under pressure, in order to be able to maintain our facilities to a high standard and resurface the courts as planned as well as cover our increased costs, it was agreed that the full membership fees would increase by £20 in April 2023. All other categories will also increase by 10%. The committee will, however, review the finances again in the spring to see if it is possible to reduce the increases.</p>	
<p>Christmas Party</p> <p>CS has already approached Sammie Martin to see if she is interested in organising the Christmas Party again this year. Trevor Barstow has indicated his band would be happy to play at such an event. AGi will ask Trevor for some dates.</p>	<p>AGi</p>
<p>AGM</p> <p>Mike and Carolyn Nye will be standing down from the committee at the AGM. AGi thanked them both for their years of service on the committee. The vacant posts of Social Secretary, Tournament Secretary and Ladies Captain will be highlighted in the AGM notice due to be sent to members in the next week.</p>	<p>SC / AGa</p>
<p>AOB</p> <p>Match Fees</p> <p>AGa has introduced a new way of recording the collection of match fees using Google Sheets.</p> <p>Coaching for non-members</p> <p>As it could be seen to imply membership where there is none, the “Coaching Membership” category will be renamed Coaching Access Fee.</p>	

<p>BUCKS TENNIS AGM AGi will represent the club at the Bucks Tennis AGM on 21 November 2022.</p> <p>Car Park Some people are parking in a quite random way making parking difficult during peak times. AGi will look at ways to get the car park marked out again.</p> <p>Complaints Policy and Procedure The club still needs a Complaints Policy and Procedure and a Disciplinary Policy. SC will work on a draft.</p>	<p>AGi</p> <p>AGi</p> <p>SC</p>
<p>Date of Next Meeting A committee meeting will be convened when we have the LTA Safeguarding Survey results and report.</p> <p>AGM – Wednesday 23 November @ 7.30pm</p>	