

HIGH WYCOMBE LAWN TENNIS CLUB

COMMITTEE MEETING MINUTES

27 FEBRUARY 2023



Attendees	Andy Gibbs, Chair Sue Chapman, Secretary Alan Gates, Treasurer Clare Smith, Social Events Organiser Adam Smith, Junior Representative & Men's Captain Alison Wright, Welfare Officer Adam Chivers, Tournament Organiser
Apologies	Gail Barstow, Membership Secretary Ross Murray, Head Coach Maggi Newcombe, Midweek Representative & Bar Manager

	Action
Minutes of Last Meeting The minutes of the Committee Meeting held on 9 January 2023 were approved for circulation to the Trustees.	SC
Social Media We were joined by Anne-Marie Payne, a friend of AW, who runs a social media business and has offered to help improve the club's social media presence. Anne-Marie gave the Committee lots of tips to improve our social media presence and suggested our first priority should be to claim the HWLTC Google business page. She agreed to meet again with AGa to help with this. She will also help with the website. Anne-Marie also suggested we set up a Photography WhatsApp Group for members to post their tennis club images. This would quickly build into a large gallery of images that could be posted on Instagram. AGi will speak to Ken Caudrelier regarding this. A further suggestion was posting information about the forthcoming Quiz Night on Facebook and Instagram and that AGa should post a video with a teasing question in advance to get people guessing and create more interest, with a big reveal after the event. Anne-Marie also suggested it was important the club had a contact telephone number and AGi agreed to use his personal mobile number.	AGa AGi AGa AGi
Membership and Renewals GB circulated a note requesting confirmation on the visitor/guest procedure. There is a guest fee of £5 per visit for a maximum of 3 visits. The member playing with the guest should write the details in the guest book on the table in the lobby and hand the guest fee to a committee member, pay online or via iZettle. A potential new member may be invited by the Membership Secretary, Head Coach or a Committee member to join a social session without having to pay the guest fee.	

<p>An email will be sent reminding members of the guest procedure.</p> <p>GB has received some enquiries regarding U25 and junior membership. One new member has joined but has yet to pay his subscription.</p> <p>Membership renewal emails will be sent to members during the first week of March. The renewal emails will include a statement to the effect that by renewing their membership, members are confirming they have read the Safeguarding Policy and Code of Conduct and agree to abide by these policies.</p> <p>AS will look into whether the club should send renewal reminders to juniors and hitting parent members.</p>	<p>AGa</p> <p>AS</p>
<p>Coaching Update</p> <p>The Committee was saddened to learn that RM has given notice of his intention to leave the club on 11 April 2023. The Committee wishes RM every success at his new club.</p> <p>RM will continue to work at the club as normal and ensure that there is a proper handover for the junior and schools programmes.</p> <p>AGi will place an advert on the LTA for a new level 4 Head Coach. It is hoped we will be able to find a successor before RM leaves.</p> <p>The UTR tournaments return on Sunday 12 March.</p>	<p>RM</p> <p>AGi</p>
<p>Safeguarding Update</p> <p>AW advised the Committee about The Ann Craft Trust (https://www.anncrafttrust.org/), a charity supporting organisations with Safeguarding. They are running a campaign, Safer Culture Safer Sport, and it was agreed AW should link the club to the campaign.</p> <p>AW is reviewing and updating the club's Safeguarding Policy and Code of Conduct and will write Values and Etiquette documents for review. AW will produce Safeguarding posters and leaflets and introduce herself to as many members/juniors/parents as possible and then will send out an updated Safeguarding survey.</p>	<p>AW</p> <p>AW</p>
<p>LED Floodlights</p> <p>The new floodlights are being installed 7 and 8 March.</p>	<p>AGi</p>
<p>Social Events</p> <p>A very successful Music Party was held on Friday 4 February with live band Spinoff, featuring member Trevor Barstow. 58 tickets at £10pp were sold with 50% of the proceeds going to club. Added to the bar takings, the club made just under £400 profit.</p> <p>The next event is Quiz Night on Friday, 24 March.</p> <p>CS has made enquiries about food and the Pizza restaurant at the Cricket Club can supply Margharita or Pepperoni pizzas at a small discount. The quiz and a pizza will cost £10 pp, or £5pp without food. CS will put a poster on the noticeboard and teams will be asked to submit their names based on a theme, yet to be decided</p>	<p>CS</p>
<p>Match Practice Fees</p> <p>The match practice fee of £5 per person (to cover the cost of new balls and floodlights) has not been increased for many years. With the cost of balls increasing by 50% and the very high cost of electricity, it was agreed at the AGM that everyone attending match practice will be required to pay £20. This equates to less than £1 per week. The Men's Captain and ladies team captains will be responsible for ensuring the fee is collected and AGa will provide lists of full members.</p>	<p>AS/CS</p> <p>AGa</p>
<p>Ladies Match Practice</p> <p>RM has agreed to help run the ladies match practice sessions until he leaves.</p>	<p>RM</p>

<p>AS there is no overall Ladies Captain it was agreed the best way forward was to hold a team captains' meeting to set out guidelines for match practice and team selection. SC will arrange the meeting for Tuesday, 7 March at 7.30pm. AW will attend in the capacity of Welfare Officer. As there is no first team captain, core members of the team will be asked to send someone to represent their interests.</p>	<p>SC/AW/CS</p>
<p>Vacant Positions</p> <ul style="list-style-type: none"> • Ladies Captain. So far there have been no volunteers for this position. • Ladies 1st team captain 	
<p>AOB</p> <p>One of our fairly new members, who RM recruited through the LTA free coaching scheme at the Desborough Road courts, knows several other people who might be interested in joining the club. He has suggested that if we were prepared to allow people a “free month taster membership” he would organise sessions for them to play at the club, check out the facilities and realise the value for money. As March is a quiet time, it was agreed to trial this initiative.</p> <p>At the meeting in April 2021 the Committee agreed to introduce a 1-month taster membership for £25, with the fee being deducted from full membership if the person joined.</p>	<p>AGi / GB</p>
<p>Date of Next Meeting</p> <p>Monday 17 April 2023 @ 7.30pm</p>	