

HINSTOCK LAWN TENNIS CLUB

AGM MINUTES

22nd January 2019, 7.30 pm

Hinstock Memorial Hall

Opening

The meeting was opened by the Chair and those present were thanked for their attendance.

In attendance

John Booth (Chair, Acting Secretary) JB

Lucy Gough (Welfare) LG

Christian Channer (Treasurer) CC

Tim Hainsworth (Club Captain) TH

Michael Griffith MG

Paul Rose (PR)

Sue Vaggers (SV)

Krista Hainsworth (KH)

Dermot Costello (DC)

Apologies received from : Martin Thomas, Lou Costello (LC), Ollie Gwilt (OG), Chris Simon (CS).

Approval of 2018 minutes

Minutes approved by all.

Review of open actions

Action 5/15 Ongoing: On the issue of the erection of a sign to advertise the existence and location of the club and to promote membership and assist visiting teams, JB reported that there had been no further progress from the Memorial Hall Committee, however a sign has been made by Parish Council JB would continue to pursue for a better-quality sign for all activities **(JB)**

Action 11/15: Ongoing: MG reported that there is still only one floodlight bulb which is not functioning. It was previously decided to delay replacement until further bulb blows to make cost effective repair. However regular failing may prompt more costly remedies. MG reported that things not 100% resolved, but he has separated circuits so that not a complete failure of the lights/hut **(MG)**

CC suggested LED lights, MG stated that in terms of efficiency not all their reputation suggests 14,000kwh vs 50,000 Kwh **(MG)** would be happy to cost benefit analysis.

ACTION 1/18 Ongoing Unfortunately the Chair has not had time with other issues such as safeguarding and GDPR

(JB)to contact the LTA legal helpline to clarify what would be required and if any legal assistance is available in finding the best Legal Status for the Club.

ACTION 2/18 Ongoing JB suggested a leaflet drop timed closer to the new season to capture new people to the village taking into account the fresh construction. JG supported this idea and wondered whether I2C may fund materials since it would be in their interest to increase club membership. **(JB)** to progress with I2C Also about an open day

Committee Member Reports

Chair: JB thanked the other committee members for their efforts over the course of the year. He reported that he is still on the Memorial Hall Committee and continues to represent the Clubs views.

He echoed the disappointment felt by the membership that the Parish Council did not actively progress the Bowling/Tennis Pavilion project in the last year, despite numerous communications by himself.

The Chair praised the enthusiasm and performance of the teams and the club captains in the various leagues.

He again identified the importance of 'new blood' joining the committee to bring fresh ideas going forward.

Still Outstanding was the question of the legal status of the Club having. Its current status is an Unincorporated Association. However there may be other options in order to best protect the officers of the club. *See Action 1/18 Ongoing*

Treasurer: CC circulated summaries of the club accounts and expenditure. He identified that despite several 'big ticket' expenses (court deep cleaning, new lock and fencing) the total available club funds equate to £24,564 which is still more than last years end of term figure. TH confirmed that he was still holding some money he had collected. JB confirmed he was still in possession of £24.

Electricity/Memorial Hall

JB proposed that the £40 paid to the Memorial Hall as a contribution towards the outside WC maintenance should continue along with the £90 electricity contribution for floodlight use. This was accepted. JB also noted that a previous cheque for £130 payable to Hinstock Memorial Hall remains uncashed and will be required to be re-written.

KH/TH. It was identified that match fees were barely meeting the cost of hospitality and tennis ball provision and JB proposed to give the captains a clearer brief on the collection of match fees.

Club Captain: TH reported on a successful year for the mens teams in the

Summer league

- Mens 1sts relegated
- Mens 2nd promoted
- So both in same division
- Ladies 1st promoted to 5
- Ladies 2nd – remain in 7
- In the Autumn League

Autumn

- 1st Promoted
- 2nd team stayed same

Social Secretary: CS was not in attendance and therefore there was no report. JB praised CS for his efforts in organising social events such as the end of season meal, despite not being a playing member. It was decided to relieve CS of the responsibility he has kindly held for so long, and he will continue to be much deserved Honorary Member.

LG proposed thanks to SV and LC for their organisation of Xmas Tournament. The committee expressed their thanks for this well attended and enjoyable evening.

Membership Secretary: LG/JB stated that this role had now mainly fallen to the Secretary as the application process was automated. He will make up New Membership Packs online. LG/JB reported that this year there had been an establishment of 56 members, 52 of which were paying members broken down as follows:

Paying Adult Membership - 23
Adult Concession - 1 (Chris Simon)
Adult Mid Year Joiner - 1
Club Coach - 2
Paying Family Members - 24
Paying Junior Members - 1
Paying Student Members - 3
Paying Child Members - 1

JB stated that this figure was at still at a near all-time low. Regarding non-payment by members it was procedure for him to send email reminders and possibly call the member concerned. He would use three attempts and then strike off the individual from membership.

This would have an impact that the member WILL NOT be available to play any club matches.

Club Secretary: JB reported that he had re-registered the club with the LTA and had completed the annual risk assessment which is necessary to obtain third party insurance. The annual premium has also been paid in October and cheque cashed in November.

As part of the re-registration JB reported he had with the assistance of LG & CC completed additional risk/safeguarding assessments and GDPR plans and also published documentation to a Policies section of the Club Website.

There remains some concern over the existing lease covering HLTC sub tenure of the courts. The recreation ground is now owned by Fields in Trust (formerly National Playing Fields). He had spoken to Angela Lewis, the Midlands representative of Fields in Trust (FIT). AP had established that the original lease was between NPF and the Hinstock Recreation Association (HRA), with John Lutner named as one of the trustees of the latter. The lease was dated 1999 with a tenure of 30 years. In 2006 the courts were subleased to HLTC. He identified that HRA have a responsibility under the lease to provide insurance for any facilities and buildings on the land and they are responsible for the maintenance of those facilities. AP expressed a concern that since neither the HRA nor the National Playing Fields Association appears to exist in name any longer then the legal standing of the sub lease was questionable. AP suggested that the Chair should convene a meeting between John Lutner of the Parish Council and Angela Lewis (FIT) to ensure appropriate action to legitimise current use of the courts by HLTC and to establish details such as insurance and maintenance responsibility. *See action 1/18*

Coaching Programme

JB Commented that these appeared to be successful, but membership has not increased,

OG has been requested to provide an update as to progress and plans to increase membership as this is static.

Email Response fro Josh Price, Area Manager, Insipre2coach

“Thanks for your email. I appreciate the need for clarity from the clubs perspective and an update as to projects we are working on to progress membership and coaching activity at Hinstock Tennis Club.

Firstly, thank you for the positive feedback about Ollie's coaching. I feel like the adult coaching has been a great success and Ollie has created a large following including clients of my own. I believe Ollie's view is to continue the adult group on Tuesday events, but he has been very helpful in being as flexible as he can if something has come up on either side so that he cannot run the coaching.

With regards to adult coaching at the club I'd like to know what else we could help you with at the club? It would be good to meet to discuss the possibilities, cardio tennis, adult extavangaza, team training, competition etc.

As mentioned before Steph Plant was running the junior coaching at the club.

To this date projects that we have run at the club regarding juniors includes

2 x open days for the children - these were run sometime ago by Jamie Oakes and myself.

2 tennis for kids course - these were organised by myself and Steph Plant and Steph promoted them and ran the groups.

After the tennis for kids courses Steph ran a mini red focus group at the club.

Unfortunately in Autumn last year Steph Plant made the decision to leave i2c. This was a mutual decision between i2c and Steph Plant. I believe that Steph was very active working for the multi sports provider, and I think that she decided that that was what she wanted to focus on in the end. I think if this hadn't been the case, she would have been more pro-active with the junior coaching at the tennis club. As a result of this Steph really only ever had 5 players playing regularly and in the last couple of months it was only 3.

Ollie Gwilt is promoting 2 tennis for kids courses that he will be running after half term at the tennis club, I have currently been talking to a parent who is interested in enrolling her son on the upcoming course. Would the club be able to help us market this in anyway? These will continue on a Tuesday afternoon at the club. I think Ollie's eventual goal with Hinstock with the juniors is to have between 10/20 players regularly participating in coaching on a Tuesday evening and actually seeing a junior team enter team tennis. This is the target for 2020 for Ollie Gwilt.

As mentioned before I would very much like to meet to discuss plans together that we can work on to progress the membership and the coaching activity at the club. When would be a good time for us to meet?

Many thanks
Josh Price
l2cplaytennis"

Team Entries

TH - To continue as per last year

Fund Raising

The Committee expressed a continuing view that membership should be the focus which in term would lead to increased revenue and limited further appetite for charitable fund raising.

Club Maintenance

To do list

- 1. Paint front of Portacabin. (TBN)**
- 2. Patch up wire fence at rear of courts (TBN)**
- 3. the existing non-functioning wall heaters be replaced with a suitable alternative in order to provide heat for players waiting around between matches. MG suggested fitting wall hung convector or fan heaters which he could fit. The committee agreed to accept this offer, to be charged to the club. (MG)**
- 4. Jet Wash – (JB)**
- 5. Clean up for spring, spray clean and roots (2nd and 3rd March 2019)**
- 6. Roots (JB)**

7. Dispose of BBQ unit (TBN)

ACTION 1/19

MG To measure up for kitchen Units and report to committee and floor **(MG)**

ACTION 2/19

Membership Fees

It was agreed by all committee members that the cost of subscriptions will remain unchanged this year in order to attract new members.

Adult £65

Family £150

Junior/Child/Student £20

Election of Committee Members

With the exception of CC all acting committee members present put themselves forward for re-election, proposed by JB and seconded by LG,

KH volunteered and was elected to replace CC as Treasurer

JB volunteered and was elected as Secretary and Chair

MG volunteered and was elected to be Maintenance Member

LG propose SV and LC as joint Social secretary to replace CS

Christian Channer volunteered and was elected to be PR Member

The committee thanked CC for his tenure as treasurer over the last 5/6 years

2018 Calendar

Tournament Dates:

- Thurs 4th April @ 6 30pm
- Sun 30th June @ 4 00pm
- Thurs 12th Sept @ 6 30pm
- Christmas - TBN

Mid Term Review - Tues 24th Sept @ 7:30

Annual HLTC Meal - Thursday 21st Nov – @ 7:30

All to be organised by **SV/LC**

AOB

Nothing raised

Date of Next AGM

21nd January 2020

21;40 pm Meeting Closed by JB

HINSTOCK LAWN TENNIS CLUB, AGM MINUTES
22nd January 2019

Approved by

Name:

Name:

Office:

Office:

Signature:

Signature:

Date

Date: