

Minutes

Annual General Meeting

8pm Tuesday 19th March 2024

Venue: The Committee Room, The Community Centre, High Street, Ingatestone.

Present: Jessica Bonnett (Acting Chair), Adrian Bonnett, John Bright, Neil Bromiley, Andy Dowsett, Chris Hindle, Cecily Massey, Peter Spencer,

1. **Apologies:** Steve Jarrett, Kelly Mitchell

Members: Bob Chapman, Andrew Jefferies, James Sapwell, Kevin Wheeler, Clare Wheeler, Julia Reynolds, Grainne Stephenson, Teresa Ravenscroft, Andy Luxford.

Member apologies: Richard & Suzanne Emond, John Galvin and Nicky Harper

The meeting was conducted by Jessica Bonnett, Club Secretary, acting as Chair.

The Chair welcomed all those attending and proceeded to run through the Agenda, provided at the Appendix.

2. The Minutes of the last AGM held on 1st March 2023 were **Approved**.
3. The Chair read the Club Secretary's Report March 2024, which included reports of the various Committee members excluding the Treasurer's Report and the Match Secretary's Report, which were provided by the Treasurer and Match Secretary respectively. These reports were **Approved** and are at the Appendix. The Chair was asked whether members would be charged for using the floodlights. The Chair believed the increased membership fees would cover the additional cost and that she hoped it would not be necessary to charge for floodlight usage.
4. The Current Committee members stepped down from their posts and offered themselves for re-election which was **Approved**.
5. The Chair noted that the Committee had proposed Peter Spencer as the new Club Secretary and herself as the new Club Chair which changes were **Approved**.
6. The Chair then advised the meeting a proposed change to the Club Constitution at 14.2 and 14.3, the effect of which would be to increase the number of visits a member's guest could play at the Club on payment of a fee through the online court booking system. The existing and proposed clauses, which are at the Appendix, were then read and the changes **Approved**.
7. The Chair then turned to Any Other Business and encouraged all those that had not yet done so to register for the forthcoming Race Night to raise money for the Club. She also reminded everyone that a Club Spruce Up Day would be held on 6th April 2024 and that all were welcome to attend and support the Club by helping getting various jobs done including painting, weeding and refitting banners on the fences.

As there was no other business, the Chair thanked everyone for coming and closed the Meeting.

Chair



INGATESTONE & FRYERNING TENNIS CLUB

9 HIGH STREET
INGATESTONE CM4 9ED

Annual General Meeting

Tuesday 19th March 8pm 2024

Venue: The Committee Room, The Community Centre, High Street, Ingatestone.

Agenda

1. Apologies
2. Agreement of minutes for the last AGM held on 1st March 2023
3. Committee's Report of the past year.
 - Treasurer's Report and adoption of accounts for year ending 30th September 2023.
 - Match Review 22/23 season
4. Re-election of current Committee Members
5. Proposed Election of new Committee Member(s) - applications welcome
 - (a) Chairman
 - (b) Club Secretary
6. Adoption of the proposed amendments to Club Constitution as attached.
7. AOB

Club Secretary's Report March 2024

We would like to welcome everyone here this evening and for taking the time to attend this AGM.

Our committee has had an exciting and busy year. A large thank you has to be said to all existing committee members for their ongoing support and work for the benefit of all members of the tennis club.

Membership Report

Cecily Massey

Our membership numbers for the year 2023 -24 have seen a rise to almost pre-pandemic levels. We have had 125 members this year (2019-2020 127 members) up from a low of 81 members in 2020- 2021.

We have benefitted greatly from actively marketing the half and quarter year rates which have led to new members joining the club throughout the second half of the year.

The other factor that has also helped inflate our numbers is the arrival of Andy Dowsett as our Club Coach in May 2023. A number of adult members have joined because Andy is now our coach and his junior sessions have encouraged parents to sign their children up as club members. Whilst our junior number of 37 is comparable to the 2022-2023 figure of 36 many juniors drifted away when Josh left the club. We started the year with 8 mini members but now have 22.

All adult members of the tennis club are required to also be members of the Ingatestone & Fryerning Community Club (IFCA). This year our Treasurer, Adrian Bonnett has negotiated that I&FTC pay these fees directly to the Community Association. As a result of this, members no longer have to make a separate payment to the Community Association as it is rolled up into the tennis club membership cost. All adult members (except hitting parents) will be issued with an IFCA membership card which offers discounts on food and beverages sold in the Community Centre as well as discounts on activities that they run.

Coaching

Andy Dowsett

Josh Ratnage started reducing his commitment to the club early in 2023 and left the club abruptly in April 2023 to pursue a fulltime role at a local school. Sadly this left us unable to offer our full children's coaching programme including our popular and profitable Holiday Camps. Consequently, we saw a fair number of children leave to attend other local clubs. Janine Brecknell continued to hold the fort offering her ever popular adult lessons.

We feel extremely fortunate that Andy Dowsett, such an experienced and recognised coach joined us as our Head Coach in May. Having taken over the tennis programme from the previous coach Josh, Andy has embedded himself into the club by

1. Understanding the environment around the club
2. Building word of mouth
3. Creating the right contacts to build the programme further.

Slowly but surely our coaching programme has started to grow again with Andy. We are seeing ever growing numbers of adults and children attending coaching and the club certainly has a great buzz about it.

Andy has found the right coaching team to help in Brad Hibbert and we also have Emily Sutton that helps during the week. In April 2024 we plan to expand to a full-time tennis programme for both adults and juniors.

We are looking to add Ingatestone school to the coaching programme again this year (sadly with Josh going last year we did not have the ability to work with them) which will ensure we continue to grow the junior side.

Social Media & Marketing **Kelly Mitchel**

Having joined the committee during the early part of the year Kelly has proven herself to be a fantastic addition. Kelly is a professional photographer and the images produced for our website, social media, newsletters and our new club Instagram account speak for themselves.

Kelly has supported the club by:

- Creating and managing the Instagram account for the club
- Updating events, coaching and any relevant club news on social platforms such as Instagram and Facebook
- Creating advertising media for online and out of home print adverts for the club, such as vinyl banners, A frame boards, posters and flyers.
- Creating imagery for the clubs use in advertising - such as photography of events at club.
- Creating, designing and mailing out email newsletters of club news and relevant information to the club's members

Club Development **Chris Hindle**

- Following the refurbishment of our courts 3 years ago we have been fully focused on working out how we can install floodlights at the tennis club. In 2019 our application for standard floodlights was rejected by Brentwood Borough Council so we knew an alternative system would need to be found if we were to achieve our goal. Very fortunately for us, the contractors who installed our new courts won the rights to exclusively distribute and install a new floodlight system called Tweener in 2022. This system has been installed in over 500 clubs in France and has been deployed to several clubs in the UK since 2022. It was confirmed by the Head of Planning for Brentwood Council that due to its minimal footprint it does not require planning approval and

therefore quickly became a viable route for the club getting floodlights for the first time in its history. A group of members took a trip to Cambridge to test a double court tweener system and following the "glowing" report the committee made the decision to proceed with the project. In order to install the lighting system we required a new fence on the side of courts 1 and 2. The committee also made the decision to replace the footpath fence at the back of courts 1 and 2 due to its poor condition and to help provide a "finished" and consistent look with the other two new fences. The total cost of the project including lighting system and fences came to £44,000. An interest free £15,000 loan was secured from Essex Tennis LTA, which combined with our sinking fund was sufficient to fund the new project. The new floodlights and fences were installed in October 2023. The lights have enabled coaching, social play and league matches to take place during the winter months up to 10pm and generally enable far greater use of the tennis club than ever before at this time of year. Our expectation is that because we are now effectively an all year-round tennis club we will be able to attract additional adult and junior members to the club.

Treasurers Report/Accounts

Adrian Bonnett

See attached doc

Grounds/gardens.

Neil Bromiley

As we enter the club now, the garden borders around the perimeter fence by the carpark and the concrete walk into the club are well established, with a variety of flowering spring bulbs, perennials and grasses replacing the former unkempt surrounds. The garden inside our main gate and by the picnic table area now provides seasonal colour and also greenery over the winter. The back fence gravel strip behind the wind breaks has been planted up with low growing, drought resistant plants. Since we're also part of the Community Club premises Neil has also extended planting to the borders all around the carpark, including a wildflower strip outside the Boys' Club and the area at the far corner of Court 3. Thank you for the donations of seeds and plants from your own gardens which I've planted for the enjoyment of us all.

American Tournaments2023

JKB

4 events took place last year – in May, June, August and October. Attendance was much higher than in 2022, and Sunday morning slots seemed to be popular with most. 47 different players took part over the summer, compared to 26 in 2022 and 44 the previous year.

The overall aggregate American champion was Neil Bromiley, winning 53 games over the summer, with Alan Murray (48) and Clifford Gbeckor-Kove (44) in the silver and bronze positions.

The 17th annual "Pink" event in October saw a huge turnout – 29 players, plus some spectators. £300 was our joint highest amount of money raised for the charity. Since 2007, we have collected over £2,637 for breast cancer research.

There was a three-way tie on the day between Neil, Alan and Clifford. Alan was awarded the "pinkest person prize".

Club Tournament 2023

JKB

We again ran the 6 main events, and Finals day was held on 10th September in very warm conditions. We had a fantastic turnout on the day with club members, friends and family coming to watch some amazing tennis while eating and drinking in the sunshine.

Men's Singles: Thomas Taylor-Widgery bt Adrian Bonnett 60 61

Women's Singles: Jessica Bonnett bt Teresa Ravenscroft 64 26 61

Men's Doubles: Phil Lloyd & Taylor Jarrett bt Nicola D'Orazio & Luke Butler 64 63

Women's Doubles: Cecily Massey & Nita Grainge bt Kelly Mitchell & Julia Reynolds 62 75

Mixed Doubles: Charlotte Jefferies & Andy Luxford bt Grainne Stephenson & Peter Spencer 75 64

50+ Mixed: Charlotte Jefferies & John Bright bt Nita Grainge & Peter Spencer 61 63

Thomas secured his 5th singles title at the club (3 senior and 2 junior).

Jess won her first singles title.

Taylor retained his men's doubles title, this year partnered by Phil, who claimed his first title.

Nita won her 6th club doubles title, Cecily her 4th, Charlotte her 8th and yours truly his 24th.

(Unfortunately, once again there were no junior competitions).

Social Play

JKB

Social play continues to go well - regular club sessions continued, on Saturday afternoons, Sunday mornings and afternoons, and Tuesday evening play has been quite well-attended especially on the lighter evenings – and since October 2023 we have of course been enjoying having permanent floodlights and this has helped

increase opportunities for social play. Also, there are an increasing number of daytime midweek social bookings being arranged by members. The social WhatsApp group has continued to be well used for all members to arrange with others to play.

Match Review 22/23 season

JKB

See attached

Singles Ladder

David Butt

The Singles Challenge Ladder started in September with 16 players drawn at random for their starting positions by Fatima Whitbread. First game was John Bright vs James Sapwell, and since then we have had over 50 matches. The current ladder is open to all members who wish to play singles and has 22 entrants. We aim to have play off semis and finals for the top 4 starting at the end of March with the season winner being announced by the end of April.

Generally, it seems to have been well supported giving all members the opportunity to play competitive singles through the winter months and will continue to run in the background when the summer tournaments start shortly.

Club Development and Plans

The focus now turns to two key projects:

- Full refurbishment of court 3 including installation of artificial grass surface and new fencing.
- Revamp/Replacement of the clubhouse

Costs:

- Fencing and edgings 16K
- Tiger turf surface 20K, 12k Asphalt
- Tweener lights court 3 -18K
- Clubhouse revamp 5K
- Clubhouse replacement 40K

Full court replacement with Tiger turf and fencing 40K

Our priority will be the court 3 refurbishment as we are aware that as membership numbers increase and the coaching programme widens, we will need 3 courts in top condition.

Dependant on finances and funding our hope is we could start to undertake this project towards the end of 2024.

Jessica Bonnett Club Secretary

Treasurers Report 2022/2023

Club Financial Year runs 1st October 2022 to 30th September 2023

At end of year we had healthy balances: -

£22,368.34 in Current Account

£18,811.95 in Savings Account

Total £41,180.29 which was a surplus of £10,968.03 for the full year.

Income

We had 6 Main sources of income for the year: -

1. Membership fees £12,597.14 from previous year (£9,276.25), however this does include costs associated IFCC members fees (£1,286). Up in real terms by 21%.
2. Coaching Income £7,706.84 approx. 27% down from previous year (£10,562.70); (although costs down by 29%)
3. Court 3 booking £1,861 up by 19% from previous year (£1,561)
4. Grant income £15,000, in form of a loan from Essex LTA,
5. £1,500 sponsorship from our new Sponsor Purple Communications, less cost of sign board for The Deli sponsor.
6. A few generous donations from members towards the floodlight projects, amounting to £2,950.

Total Income £42,533.40

Expenditure

- As can be seen from the accounts we have had increases in IFCC rent back to normal from discounted years.
- As noted within the income, following last year's agreement with IFCA, we now include membership of the IFCC within our Tennis membership fees (at a reduced rate) which simplifies things all round for existing and new joiners.
- Electricity charges nearly doubled to £395 across last year due to use of temporary floodlights. (For info current cost from Oct23 to Jan24 was £357, so predicted for this year will be approx. £800/£900)

- Small increase in Stripe payment fees due to members now paying online, which however has reduced the time and removed the necessities for petty cash reconciliations and trips to the bank.
- Despite the reduced income from coaching, the costs have been reduced in line so that we still made a similar surplus to the previous year. Ideally with our new coach this year we can make this surplus bigger due to the running of summer camps that were lost out on this year.
- The other main expenditure during this year was the deposit paid for the new fencing works and floodlight system. (Which has now subsequently been installed and is in use)

Total Expenditure £ 32,435.37

Obviously, the large surplus for the year £10,098.03, along with a large proportion of the reserves had already been earmarked (and now subsequently spent) for the replacement of Fencing & Floodlights to Courts 1 & 2.

Once membership renewals come in again this April '24, , we will look to see what additional improvements to the facilities can be made for the benefit of all members of the club, always however with a view that we have a loan to ETA to pay off, increased electrical prices due to floodlights and reserve fund for emergencies to keep in place.

**INGATESTONE AND FRYERNING TENNIS CLUB
YEAR ENDED 30TH SEPTEMBER 2023**

Cash book summary

	£
Balance b/w/d	12,270.31
Receipts (incl transfers)	41,921.05
Payments	-31,823.02
	22,368.34

Reconciliation

	£	
Balance per statement 30/09/23	22368.34	
Add: O/s receipt	0.00	
Less o/s payments	0.00	
		22,368.34

Reserve account

		£
Balance b/w/d 1/10/2020		18,689.01
Interest	05/12/2022	10.42
	06/03/2023	23.21
	06/06/2023	39.04
	04/09/2023	50.27
		122.94
		18,811.95
Per statement 29/09/23		18,811.95
Total Assets		41,180.29

ACCOUNTS COMPARISON

	2022/23	2021/2022
Income		
<u>Membership Fees</u>		
Membership Fees	£ 12,597.14	£ 9,276.25
<u>Coaching</u>		
Mini Tennis & Holiday Clubs		
Mini Tennis Coaching - Tues	£ 2,658.84	£ 2,017.00
Mini Tennis Coaching - Sat	£ 1,677.00	£ 3,063.70
Holiday Club	£ 444.50	£ 3,698.00
Sub- Total	£ 4,780.34	£ 8,778.70
Adult Coaching		
Balance per statement 30/09/23	£ 181.50	£ 620.00
Sunday	£ 204.00	£ 161.50
Monday	£ 314.00	
Tuesdays	£ 868.00	£ 297.00
Wednesday	£ -	
Thursday	£ 200.00	
Fridays	£ 1,161.00	£ 705.50
Sub- Total	£ 2,926.50	£ 1,784.00
Total	£ 7,706.84	£ 10,562.70
<u>Court Hire</u>	£ 1,961.00	£ 1,560.50
<u>Tournament Fees</u>	£ 404.79	£ 279.30
<u>Visitors</u>	£ 357.51	£ 145.00
Grant Income	£ 112.50	£ -
Sponsorship Income	£ 1,324.80	£ 500.00
Loan Income	£ 15,000.00	
Other	£ 218.82	£ 1,426.03
Floodlight Project Donations	£ 2,950.00	£ -
Total Income	£ 42,538.40	£ 22,319.75
Regular		
IFCC Rent etc	£ 1,895.00	£ 1,480.50
IFCC affiliation & members fees	£ 1,285.00	
LTA Registration	£ 380.00	£ 360.00
ECLTA	£ 342.00	£ 327.00
Water & Electricity	£ 395.80	£ 200.15
Stripe Payment fees	£ 612.35	£ 496.95
Total	£ 4,891.15	£ 2,864.60
Coaching		
Mini Coaching - Tues	£ 1,834.63	£ 2,002.00
Mini Coaching - Sat	£ 1,595.00	£ 3,064.32
Holiday Club Coaching	£ 259.56	£ 1,887.00
	£ 3,690.13	£ 7,043.32
Adult Coaching - Sat	£ 190.00	£ 750.00
Adult Coaching - Sun	£ 300.00	£ 260.00
Adult Coaching - Mon	£ 120.00	
Adult Coaching - Tues	£ 907.00	£ 114.00
Adult Coaching - Thurs	£ 240.00	
Adult Coaching - Fri	£ 1,168.00	£ 450.00
	£ 2,925.00	£ 1,574.00
Hall Hire	£ -	£ 500.00
Tennis Balls & Equip	£ 508.80	£ 824.67
	£ 508.80	£ 1,324.67
Total	£ 7,123.93	£ 9,941.99
Leaving Expenses		
Court Maintenance	£ 836.50	£ 2,231.10
Loan Repayment	£ 1,200.00	£ 2,400.00
Floodlights	£ 17,775.00	
General Repairs	£ 171.00	
Signage / Advertising	£ -	
Fence Repairs / Screening	£ 95.70	
Garden Furniture	£ -	
Tournament expenses	£ 135.73	£ 95.10
Website / Misc	£ 206.27	£ 255.96
Total	£ 20,420.29	£ 4,981.76
Total Expenditure	£ 32,435.37	£ 17,789.35
Profit/Loss		
Reserve Account	£ 10,098.03	£ 4,591.40
Current Account	£ 18,811.95	£ 18,889.01
	£ 22,368.34	£ 41,057.35
Total Funds	£ 41,180.29	£ 30,959.32
Floodlight Liabilities	£ (23,150.00)	
Loan Liabilities	£ (22,200.00)	£ (5,400.00)
Balance	£ (6,169.71)	£ 22,559.32

MATCH REVIEW 2023 – John Bright

League matches – quadruple champions!

Stock Floodlit Winter League 2022/23

A most successful winter – we won 20 of our 26 matches.

The men won 12 out of 14 and were **champions** of Division 6 by 9 points.

The mixed won 8 out of 12 and were **champions** of Division 4 by 3 points, pipping Mountrissing II.

Both teams were promoted, to more challenging divisions in the current 23/24 season. The mixed team in particular are facing strong opposition in every match.

(For 23/24 we have also re-introduced a women's team, after a few years' absence).

Summer Leagues 2023

Overall, it was a pretty good season, (although not matching the 79% win rate of 2022). 2 titles were won. We played 40, won 21, drew 5.

Brentwood & District League 2023

Newly-promoted Ingy men won 9 matches out of 12 (73 sets out of 96) and were **champions** of Division 5, beating arch-rivals Bentley II by 4 points. Bentley and ourselves rise to Division 4 for summer 2024.

Yours truly gratefully hands over the captaincy to Adrian Bonnett for the coming season.

Chelmsford & District LTF 2023

2023 was our 15th consecutive season in the Chelmsford League.

Women

Our women, having been promoted, found themselves in a very closely-contested Division 3. They finished 4th but were actually only 3.5 sets away from being champions. The sets won by the six teams in the division were respectively 43, 43, 41.5, 39.5, 34, 31.

We stay in Division 3 for summer 2024 – but this year there are to be only 3 divisions not 4.

Nicole Desbêtes was captain again in 2023, but is standing down in 2024.

Mixed

A challenging season – we played 10, won 1, drew 2, lost 7, but did just enough to avoid relegation, with 25.5 points, finishing ahead of Hamptons II on 21.5. But another tough season awaits in Division 2 in 2024. Andy Luxford is taking over the mixed captaincies from Jess Bonnett.

(For 2024, Ingy men are to return to the CDLTF, entering on the bottom rung – Division 4. Having men in two separate competitions – Brentwood & Chelmsford - gives us a lot of flexibility in team selection. David Butt returns to captaincy in the CDLTF for 2024).

Midweek Daytime Seniors League 2023

Our eighth season in this league, our mixed team having finished 2nd in 2015, 1st in 2016, 3rd in 2017, 1st in 2018, 1st in 2019, 2nd in 2021 and 1st in 2022.

And, we were **champions** again (our 5th title), winning 6 matches out of 8, clinching the title at Stock in September, making the final match irrelevant. We were 11 points ahead of the 2nd-placed team Forrester Park.

For 2024 we are considering adding a women's team to this competition.

Further details of all matches, league tables and many statistics can be provided on request, or are to be found on the club's website (as can this report).

Proposed amendments to IFTC Constitution for adoption at AGM March 2023

Existing clause reads;

14. Guests

14.1 Any senior Member may introduce guests to the Club. A junior member may introduce a guest only with the agreement of a senior member. Any visiting player, coach, other team representative, match official or spectator attending the Club's premises (by invitation of the Club) who is not a Member shall be a guest of the Management Committee, provided that no one whose application for membership has been declined or who has been expelled from the Club may be introduced as a guest. (14.1, To remain as is but gives clarity)

14.2 The Member introducing a playing guest in accordance with Rule 14.1 must enter the name and address of the guest together with the name of the introducer in a book which must be kept on the Club's premises and pay the appropriate fee.

14.3 No one may be admitted as a playing guest on more than three occasions in any calendar year.

The IFTC committee proposes the change to 14.2 on how to pay and 14.3 the frequency of guests to reflect two areas;

The increased costs in all areas of the club not only limited to court maintenance and balls, but also electricity and maintenance of the club.

The fact is that some guests do not live in the village and therefore would never become club members but enjoy playing when visiting friends or family.

We aim to keep the members guest rate below that of the hire for court 3 to continue to make this a benefit of being a member.

Proposed amendment for adoption: 14.2

14.2 The Member introducing a playing guest in accordance with Rule 14.1 must enter the name and address of the guest together with the name of the introducer in a book which must be kept on the Club's premises and pay the appropriate fee. Guest fees should be made when booking a court by entering the guest players name online. Other methods to make payment are by logging the use into the book, putting the money in the money box, direct into the club account or handing direct to a committee member.

Proposed amendment for adoption: 14.3

14.3 No one may be admitted as a playing guest on more than ten occasions in any calendar year.