

# Lisvane Tennis Club – the tennis section of Cardiff Athletic Club



## Committee Meeting 21 October 2019

Present: Paula, Tony N, Des, Angela, Geraint, Clive, Leigh

Apologies: Victoria, Emma

### Matters Arising from the minutes

- New versions of our policies – Tony suggested that Geraint Sign them a incoming chair
- Courts after 6pm for juniors – Courts can already be booked after 6pm at Weekends so no further action needed
- Safeguarding Deputies – Paula, Tony N and Leigh will act as safeguarding deputies as all already have safeguarding level 2 qualifications.
- Gravel path – not completed
- Windbreaks – are about to be ordered

Pro rata membership - Will take effect from October, Des outlined the longstanding arrangements that we have for this. Pro-rata members are only a member of LTC for the period until they become full members at which point they will also become members of CAC. Membership will be calculated on a /12ths basis.

Tennis Camp – approved subject to fees of £5 being collected for non-members.

### Social

Quiz night – 41 participants and raised £535 for the club which brings our total this year to £1825. The experience also identified some things that we need to look at if we are going to arrange more social events on the clubhouse.

These include:

- Changing some furniture and possibly replacing some – Angela and Paula to get some prices for more appropriate furniture.
- Having additional help as it generated a lot of work.
- Replacing the broken fridge as the current one keeps defrosting and also looking to have a freezer – agreed that we would get some prices with a view to ordering a new fridge.
- Leigh to look at whether we could source some paint at no cost from a charitable source.

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## Finance

Current balance is £2262.91

Windbreaks will cost £380

Tony N arranged the trophy engraving for the club tournament that came to £72.

Also a need to start establishing a Sinking Fund, even if its only put a peppercorn amount as a gesture of our commitment towards be self sufficient. A monthly figure to be agreed.

## Teams

Mens Vets 1    Won 2    Lost 2

Mens Vets 2                    lost 3

Ladies 1            Won 2

Ladies 2            Won 2    Lost 1

Mixed 1            Won 1 lost 2 (drawn)

Mixed 2            Won 2

Paula observed that some Juniors are unable to play in some of the mixed matches due to scheduling and suggested also that we try as much as possible to bring matches forwards to 1pm to take advantage of the available light in the winter. It was also suggested that a meeting of the captains was needed to ensure that people of the correct abilities are playing in each team. Tony SH agreed that he could vacate the courts by 1.30pm at the earliest.

## House and grounds

Some security issues had been noticed, the gate being left open after play at 8.45pm- after a ladies 2nds match.

It was also note that courts had not been swept and the landing shutter had not been closed after the Quiz night.

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The rear ground floor shutter now works, Clive is looking at whether it is possible to sync the doors so that the front and back doors open and close simultaneously.

£25 donation to be made in LTC's name to Coed Y Felin for their assistance in maintaining the wooded area.

Courts 1-3 will be deep brushed this week weather permitting.

Clive has obtained quotes for tarmacking the car park. They run 36k-42K so will be prohibitively expensive. As an alternative Clive will obtain some scarifying quotes to return the area to its previous condition pre potholes.

The bin on courts 4-5 will be moved to the clubhouse to be used for recycling.

Ramp to courts 4-5, tarmac is lifting - is outside of its warranty but may still be covered by Courtstall. Clive liaising with them.

## **Membership**

Current total membership is 191 – 1 more than this time last year.

Following the leafleting we had a further 3 adults, 1 student and 1 junior join.

We plan to do leaflet again in Feb/March just prior to the start of the membership year.

## **Coaching**

Proceeds from these was paid into the bank account on 03.10.19.

There will be a half term camp – Tony SH to send info to Clive so Courts can be booked.

## **Safeguarding**

The committee thanks Emma for her hard work in gathering together information which allowed us to pass our safeguarding audit.

The committee had some questions about the audit and how it was conducted and, resolved to invite Tennis Wales to attend a meeting following the AGM to find out more information. There were some concerns that Lisvane (CAC) Tennis Club had been cited as an example of poor practice elsewhere.

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## **AGM**

Scheduled for 18 November 2019, club members to be formally notified by 4 November 2019

There was a suggestion that we should create additional roles of Fundraising Officer and CAC rep formally at the AGM and also include the phrase subject to ratification by CAC to the AGM minutes.

The 100 club draw also needs to be done at the AGM.

## **AOB**

Des and Geraint attended the LTA forum. Geraint queried where the clubs invite had been sent as its important for us to be represented – It was resolved that in future invites would be circulated to the entire committee.

There was discussion at the forum of the demography of our club – Des has info if anyone is interested in seeing it. Its use would be to plan for the clubs future.

Court Sweeping - Geraint witnessed Courts not being swept but because of safeguarding concerns did not approach the young people but rather had Clive look up who they were booked out to and send a reminder e-mail. It was well received. Angela also commented that courts were not swept after coaching on Saturday.

The committee have become aware that Lisvane bridge club are looking for a temporary home from July and are going to Approach them to see if they may utilise the clubhouse for the period they are away from their permanent home.

Ball recycling – Geraint asked if this is being progressed as it's a source of income for the club.

All officers to draft a basic JD for their committee roles.

The role of club captain to be redefined.