



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

## **Present**

Emma Reid Jones, Clive Bolton, Robbie Thomas, Beth Llewellyn, Juliette Sherrard, Andrew Reid Jones, Doug Craddock, Cath Symons Hicks, Ron Kelly, Richard Prendergast, Tony Symons Hicks, Mike Jones, Bob Fleck, Chris Norman, Steve Finch, Cathy Armitage, Sarah Hodge, Paula Jones, Caroline Jacobson, Sheridan Snook, Jim Allan, Tony Nash, Cath Lynn, Andy Lynn, Victoria Morgan

## **Apologies**

Mike Salter, Lynne Davies, Diane Davies, Helga Eckart, Ann Peterson, Helen Riley, Julia Plaut, Suzanne Doyle, Chantal Davies, Simon Howe, Geraint Richards, Jean Peek, David Peek, Davinia, Robert Morgan, Andy Mudie, Alex Welch

## **Committee report – overview**

On behalf of the committee, Victoria Morgan (secretary) welcomed all to the AGM and thanked people for their apologies.

VM then provided a brief overview of the past 18 months.

Although it has been a very strange 18 months, in terms of the tennis club we have had a period of great growth. Juliette (membership secretary) will give you the figures but over the past 18 months our members has grown and we have good numbers at social sessions, great competitive tennis with ladders and teams, a thriving youth programme and loads of members booking courts and playing lots of tennis.

A big thank you to outgoing committee members – Geraint Richards, Simon Howe, Caroline Jacobson, Des Whittle and Angela Whittle for all their hard work on the committee and for the tennis club over many many years.

Each committee member then gave a brief overview of their areas of responsibility.

## **Treasurer - Tony Nash**

TN provided an overview of the Club's finances and circulated a handout to all present to illustrate the club's income and expenditure in 2020/21 so in effect the year up to 31 March 2021. (attached)

TN has only taken over at start of 2021 and confirmed that Cardiff Athletic Club had not supplied any information on the expenditure related to the Tennis Club since the end of 2019 so the information on outgoings was an estimate based on historic figures.

TN confirmed that the club had three main sources of income:

1. Membership Fees for 9 months of the year due to Covid 19 - £23,647
2. Income from hiring out the club house to Tomorrow's Generation school - £3,000
3. Government Covid Grant to help sports clubs - £10,000



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

All of that income went directly to Cardiff Athletic Club's bank account but £6,185 was related to the Tennis Club levy so that could be utilised for tennis club projects.

Lisvane Tennis Club direct fundraising mainly from hiring out the courts on a pay to play basis and a Transport for Wales contribution towards replacing the main gate raised just £824 and that money was paid into the bank accounts controlled by the Tennis Club.

The total income relating to the Tennis Club was £37,471

The outgoings were estimated at £19,914 and related to the day to day operating costs and £5,100 being paid off an LTA loan that was used to construct Courts 4 and 5.

By deducting the outgoings £19,914 from the income £37,417 there would be an estimated surplus of around £17,000 for 2020/21 but this had to be seen in the context of the club needing to set aside £13,000 for depreciation on the existing 5 courts (based on LTA recommended provisions)

Moving on to the current year 2021/22 TN confirmed that the club had already reached 297 members and an income from fees of £30,615 with an expected expenditure of £21,500 - a potential surplus of £9,000 plus up to £500 a month additional income from continuing to hire out the club house.

By way of comparison with past years 2019 showed 192 members and a membership fee income of £17,158 and outgoings of £ 17,994 a financial result that left no ability to provide for the future replacement of the five courts.

In conclusion TN confirmed that the club is clearly enjoying one of its most successful years ever thanks to the efforts of everyone involved.

## **Membership – Juliette Sherrard**

Juliette Sherrard – a busy membership year – we've had 156 new members join the club. Just under 300 members.

Tony has coached 89% of these new members.

A lot of members came through us from existing members which is great.

Word of mouth. We advertised in the Lisvane Link and social media.

297 in total

27 over 65s

9 weekday

2 students

67 family members (16 family members)

49 junior

115 adults

28 Year 6 and below

Over 100 juniors in the coaching programme.

Really good mix of members



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

Social sessions are well attended. Ladders (kindly sponsored by the Cardiff Food Company) are really busy.

Although we had a limit of 300 on membership we will review this with court usage and can go over 300 if courts are still available.

JS reminded us that each member has three guest passes in each membership year. If you bring a guest and they join the club you can have that guest pass refunded to you.

Really glad to be membership secretary and really enjoy meeting new members.

## **Safeguarding and welfare – Emma Reid Jones**

We are due our tennis wales safeguarding audit in September.

Tennis Wales/LTA have recommended that all committee members have safeguarding training. TSH confirmed that the junior coaches will do the training too. All will be done by September in time for the audit.

We became a covid safe venue in July last year. We had to undertake lots of H&S routines. ERJ discussed the track and trace. We only need to capture group sessions and coaching sessions now.

Social numbers are great – mens and ladies nights very well attended. We do monitor the attendance so we make sure the right number of courts are booked for the right number of people. It's a constant review for the committee. Please email us if you have any suggestions.

## **Pay to play**

Courts 4 and 5 are available for non members to hire. We launched in August last year. A thank you to Geraint Richards for picking up this initiative. We've had over 100 pay to play hirers. Netted £500 in revenue. And taken over £1300 in new member subscriptions which is great.

We held our first 'first Thursday' since 2019 at the start of July. We had 16 people come along and feedback was great. So we will continue with the first Thursday – next one the 5<sup>th</sup> August. Close contest and Will Piper won on the night.

## **House and grounds – Clive Bolton**

As ever it has been a busy 18 months or so particularly with the resurfaced courts.

**Courts 1-3 Maintenance** –Courts 1-3 continue to require continual maintenance. Besides dragging the courts after you have used them, nearly every week throughout the year I have had to use the leaf blower to get rid of seedlings etc that drop from the trees. The courts are deep brushed about once every couple of months for which I am grateful of the



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

assistance I have been given by club members. Weeds, and moss, do take hold and grow around the edges so these are treated when necessary. We have been advised that because of the regime we are following that we don't need the external annual maintenance to be carried out every year – so that is a saving of a few £K a year. This year I have recycled over half a tonne of sand thus saving the club about £400 (based on the last purchase, each ton of sand costs about £750).

Particularly in the wet/damp the sand clings to our footwear so please ensure that when you come off court you wipe/shake your shoes. Also, before you go in the clubhouse use the water trough.

Anyone who can spend an hour or two helping should contact me.

Besides the continual maintenance of Courts 1-3 there has been a lot of other work carried out during the period which I will summarise:

**Clubhouse** – emergency lighting has been installed and repairs to one of the shutters have been carried out.

**Car Park** – During the period we had a contractor scrape, scarify and roll the car park to level the area and fill in the pot holes. This was last done some 15 years ago. This will only ever be a temporary measure and recently we have been filling the pot holes in with chippings. The only long-term solution is to have the car park tarmacadammed.

Also the street light in the car park was repaired as it had stopped working.

**Clubhouse Balcony** – Repairs were made to the decking on the south side of the balcony. More recently it was noticed that one of the supporting joists was very rotten so this was replaced. We took the opportunity to replace all the decking on the south side. In the future we will look to replace the slotted wood balustrades with glass/Perspex ones making viewing, whilst seated, much easier.

**Drainage** – During the early months of 2020 the heavy rains resulted in flooding on some of the courts, and overspill from the bank alongside the practice area. This was temporarily dealt with, and a more permanent drainage solution was put in place last summer. This generally worked well during the heavy rains this winter/spring but some additional work needs to be carried out.

**Woodland Maintenance** – the woodland area around the new saplings has been regularly weeded in accordance with the conditions set on us as part of the planning permission for the new courts. This will need to carry on for a few more years until the saplings are well established.

**Footsteps up to garden overlooking Courts 4 and 5** – In the spring of 2020 a set of footsteps up to the garden overlooking Courts 4 and 5 was constructed.



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

## **Next year:**

- Balcony glass/Perspex balustrades
- Ongoing court and wood maintenance.

A few points to note from questions from attendees:

We recommended to sweep the courts in light rain – turn over the green drag mats to the other side.

Padlocks – can people lock it back on to the gate rather than keep it on the floor.

Booking courts – if you can't use your booking, please cancel it.

## **CAC representative – Jim Allen**

Clive Bolton is also our CAC representative.

We are one of 5 sections, which combined form the basis of CAC. Income comes from the section memberships, and rental from the Cardiff Blues because we own Cardiff Arms Park.

In terms of the income for the year. We've had a few issues with getting money through but this is all getting better now.

In terms of the tennis section. We put forward financial proposals for the funding for courts 4 and 5 and the clay surface on courts 1-3, and part of this was to get up to 300 members. Thanks to all involved in boosting our membership which has resulted in increase in revenue coming into the club.

The CAC clubhouse (which is available to us as members) will be refurbished and hopefully members will be able to make use of it in the near future.

## **Social – Cath Lynn**

I took over social secretary – obviously not been able to do anything social. But hoping – moving forward we'll have a tennis club ball closer to Christmas if we are allowed to with numbers. Working on various different afternoons with cake/prosecco etc. Making it a nice social occasion.

We are thinking over club championships – hoping this year to reinstate.  
If anyone would like to help with social events please get in touch with Cath.

## **Coaching – Tony Symons Hicks, head coach.**

TSH confirmed that the coaching programme has never been better. Over 100 kids in the programme from 5/6 year olds through to 18 year olds, many of who have been members for a long time. During the last year Tony has been involved with 89% of the new members. Moving forward he will work closely with Juliette to ensure this improves even more.



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

In the ladders – sponsored kindly by the Cardiff Food Company, we passed 500 played matches – which is fantastic.

## Teams

We had two junior teams this summer, the U12s came second in Division 1, and our U16s did well too. We also have two ladies and two mens teams in the summer doubles – the ladies firsts are currently riding high in their division. We've had great participation from loads of members, both new and old, and all players are looking forward to the winter leagues and next year's summer doubles which will revert back to proper leagues with promotion and relegation.

## Minutes from last meeting

Minutes approved – Juliette Sherrard proposed, Cath Lynn seconded

## Election of committee members

Position	Name	Nominated	Seconded
Welfare/safeguarding officer	Emma Reid Jones	Juliette Sherrard	Jim Allan
Treasurer	Tony Nash	Juliette Sherrard	Clive Bolton
Membership secretary	Juliette Sherrard	Clive Bolton	Victoria Morgan
Committee member (House and grounds)	Clive Bolton	Steve Finch	Simon Howe
Committee member (CAC rep)	Jim Allan	Clive Bolton	Cath Lynn
Committee member (Social secretary)	Cath Lynn	Juliette Sherrard	Victoria Morgan
Club captain	Alex Welch	Victoria Morgan	Juliette Sherrard
Secretary	Victoria Morgan	Juliette Sherrard	Emma Reid Jones

We didn't have any nominations for the chair/vice chair position and the current committee are happy to carry on as is without these two positions.

## Rule changes

5-4-1 adding clarification that Over 65, Weekday, Young Adult and the Two Adults in a family membership are FULL MEMBERS.

5-5-1 clarifying the levy and the power of the LTC committee to charge an additional sum (the levy) and what it is intended to be used for.

5-5-8 - the LTA will carry out the draw to distribute Wimbledon tickets, not the clubs.



# ANNUAL GENERAL MEETING MINUTES 4 JULY 2021

Jim Allan proposed the rule changes, and Clive Bolton seconded.

The three rule changes were approved by all present at the AGM. They will go to CAC for final approval and then will be updated on our website.

## **Any other business**

Victoria thanked Steve Finch for his work on writing an interesting article for the July issue of the Lisvane Link on the history of the Tennis club – it will be on our website shortly.

100 Club Draw – any members who want to join to help raise money for the club please get in touch with Victoria. It's just £2 per month.

If you do any online shopping, please have a look at <https://www.easyfundraising.org.uk/causes/lisvanetc/> - if you shop through this website you can earn cash back for the club.