

Lisvane Tennis Club
Minutes – committee meeting 27 January 2020

Present

Geraint, Greg, Juliette, Jim, Des, Angela, Clive, Simon, Victoria, Tony, Emma, Tony SH

Apologies

Caroline Jacobson

Any matters arising from previous minutes

Simon H is bringing the teas and coffees for our next committee meeting.

Sub-committee updates

Each sub-committee head gave a quick update of their recent meetings and discussed any actions for committee consideration/understanding.

Tennis

Main points – proactively planning if TSH not there. Can classes still run and what situations arise from that.

TSH clarified the situation. And he has confirmed what the level 2 coaches can do. They can be on court with the juniors as soon as they're 18. All DBS, safeguarding and first aid trained too. And insured to do that as level 2 coach under TSH umbrella if he isn't there. One already 18, and one 18 in March and another in April.

GR queried with safeguarding officer. Apparently 16 is ok. Mark Vaughan from LTA will check. Best practice is to have an adult present if not. TSH confirmed that he would only have 18 year olds level 2 coaching on their own. If there was ever a chance that they were 16 then TSH would get an adult to come as a responsible adult.

GR – suggested convening a sub-committee of juniors. Different ages to discuss a little bit more in depth. All in favour. TSH to get the group together and facilitate. SH to attend first meeting with TSH and the juniors.

Operations, including safeguarding update

In terms of parents leaving their children at the club un supervised. How do we strengthen our policy. How do we mitigate risk as much as we can. ERJ to look at.

Licensing to come over to operations. Ross to clarify with us in two meetings time. In the meantime we'll get TENS for events.

RAG ratings – each sub committee to look at their own RAG ratings and what are the criteria for achieving these.

Planning

GR outlined the funding priorities for the club.

Wheelchair accessibility – ok everywhere but not for the upstairs. Could think about trying to get grants. Planning agreed unanimously.

Practice wall – again, not cheap. Looking into it.

Padel court. Look into. LTA is promoting it. A potential new stream of income for club.

Look into courts 4 and 5 – new surface. Or do we look into new courts? What do we look at for the future.

We agreed that the social committee should make events social and fun, but their main aim isn't to raise money for fundraising. Instead that is with the planning committee.

Management committee agreed.

Agreed also to give back to the community - charitable Overseas Projects – sending old clothes, shoes, rackets, balls to communities in Africa, Asia, South America. Agreed by the committee.

Membership

JS discussed the membership booklet. Updated once a year. Emailed mainly but with some hard copies.

Full time student membership – queried whether 'young adult' would be better as student status is a woolly area to prove. JS will canvas a few more clubs to see what happens. (JS to put a proposal together and this will be put towards the membership at the EGM (see AOB for details).)

Three guest passes per year per member – committee agreed. VM to take out of rules.

(As an aside - a whole set of keys is £32.50 (club house key plus shutter plus gate.)

What do we do with the defibrillator. If people don't have club house keys they can't access the defibrillator. Can we check if it needs to be kept at a certain temperature (ERJ to check temperature). If it's ok outside then we decide if goes in outside toilet.

Period of grace

New juniors get a period of grace. The period of grace was 5-6 weeks. For various reasons – the sub-committee think it should be a term period of grace. A clear and simple method to ensure they're joined up as the club.

Lots of discussions about this.

GR suggested we go for a term of full grace for new juniors and revisit and JS will report back. JS also will look into what other clubs do.

JS proposed that if any new members join now that they pay up from April and then get Feb and March free of charge. Committee agreed.

Reintroduce the tag system – colour for each year but not printed (as they are much cheaper without printing). Agreed.

Ask Abbie to post out the membership booklet (need to print out) with the tag and membership card.

GR queried BTMs – at all events can we bring a laptop and get people to opt in to Wimbledon ballot. VM noted the deadline is 14 February and will be pushing this in communications until then.

Cardiff Athletic Club will not be increasing their membership subscriptions for the forthcoming year. We therefore only have to decide if Lisvane (CAC) TC want to have any increase if either Fees or Levy that will come into force from 1 April 2020.

Committee decided to keep the same levy and membership fee.

Social

Curry night – 11 tickets sold.

6 February.

Will still go ahead after the first Thursday competition.

Social calendar – dates of events. VM Send out with no dates but months noted– for information.

Chairs – discussed

Go for black x 20

March competition – wooden racquets - invite some original club members for afternoon tea. We've have had some wooden racquets donated, with an advert going in the Lisvane Link too.

VM to put stuff on FB and website too.

14 June for fun run and BBQ

House and grounds

Sub-committee to meet.

Windbreaks are blown down during the winter - they will be taken down until the spring. Steve Finch still in contact with Network Rail re: car park. Plan is to scrape and scarify in Feb/March dependant on a suitable period of dry weather.

Courts 1-3 – were deep brushed in December. They will get another deep brush at the next suitable dry spell. They also need more infill which will be carried out at the same time as the next deep brush.

Tuesday morning (21 January) there was fly tipping – just on the other side of the 5 bar gate. It was reported and cleared by 4.30pm.

Be sure to close gate – add in minutes as a point to note.

Finance

Bank figure down to £1122

Balls have been paid for. £800 but will get back from CAC

So will be £1922

Income £26 per month from 100 club

The committee discussed promoting the 100 club more as well as Easy fundraising. Will go in newsletter and emails.

AOB

General discussion relating to practicality of Letting Clubhouse for private functions.

Issues: Risk assessment, insurance, if necessary a licence, key holder (locking and unlocking) preparing the room.

Upshot is that operation sub-committee will look into this. To agree whether it's worth doing: club members, groups etc.

Approval of coach's retainer invoice - committee agreed

GR wants to send a letter to parents re: a safeguarding and parent code of conduct just to say what we expect parents to do. GR will circulate to all to approve, and then TSH will give to all children at the start of the term.

Logo – VM to come up with mock ups and send round

GR discussed that Tennis Wales recommended that the term for chairman was a 3 year term... or perhaps that there is a 2 year turn around for the management committee. Could also discuss the rule change to make it young adult to 26.

2 years with option for 3. 7 in favour

3 year term – 1 in favour

2 year term – 1 in favour

1 abstention

Passed by the committee.

Would need to be approved at an AGM or an EGM before.

The management committee can call an EGM, and we need 15 full voting members (adult members over 18) to be a quorate EGM, with a majority vote passing the motions.

VM to send out information about the EGM by 12 February.

EGM - Thursday 27 February 6.45pm - come and play tennis after

Date of next meeting

Wed 4 March – for next management committee meeting at 7.30pm.