

**AGENDA ITEM 2**

**LWTC Annual General Meeting  
Tuesday 22 January 2019, 8.30pm,  
at The Black Horse, Standlake**

**MINUTES**

**Present:**

John Hunt (Chairman)  
Matthew Fleet (Club Secretary)  
Clive Francis (Treasurer elect)  
Sandie Sharples (Communications)  
Ed Large (Head Coach)  
John Sharples  
Chris Naylor

AGENDA ITEM	ACTION
<p><b>1. Welcome</b></p> <p>The Chairman welcomed everyone to the meeting.</p> <p>Apologies were noted from Sally Nicoll, Charles Potter and Meg Potter.</p>	
<p><b>2. Minutes of last meeting</b></p> <p>The minutes of the last Annual General Meeting on 23 January 2018 were approved.</p>	
<p><b>3. Chairman's review of the year</b></p> <p>The Chairman provided a verbal report of the 2018 year. Summary extracts of the report are reproduced below:</p> <ul style="list-style-type: none"><li>• In February we had damage to the courts – floodlights were shot out by someone with an air rifle. This was irritating, but ultimately covered by insurance.</li><li>• As a committee we made the difficult decision to postpone the club house project. After Clive's tireless efforts getting a huge number of quotes, we decided that the costs of approx. 60k were too much of a financial burden for the club.</li><li>• Court 1 was resurfaced during the year. Unfortunately, the surface has deteriorated already as a result of aggregates used in the tarmac. We are in discussion with the suppliers, Courtshall and Tarmac, about remedying this.</li><li>• Club night has been a constant this year, thanks to Sandie and John.</li><li>• In April we had the annual Key Changeover and Wimbledon draw night at the Black Horse, with a quiz. This went very well. Many thanks to Matthew for his work organising the Wimbledon draw.</li><li>• In June we had our annual LWTC v Black Sheep cricket match. Many thanks to Charles for organising.</li><li>• In July we had the GBTW hosted by Ed and Excel. Many thanks Ed.</li><li>• Tournaments: The Men's singles, hosted by Jono. After a close run final</li></ul>	

## AGENDA ITEM 2

<p>Jono triumphed over Charles Potter. In September we saw the Ladies Doubles competition resurrected after a lot of work from Sandie. It's great to see this back up and running. Sally Nicol and Rachel Potter triumphed in the final. After a postponement after bad weather, the Mixed Doubles took place in October. Won by Debbie and Graeme it was a great tournament with a lot of support.</p> <ul style="list-style-type: none"><li>• It's obvious to me that the tournaments are a really important part of the fixtures at LWTC and we will try our best to host the same tournaments again this year.</li><li>• Since September we have had a U14 junior team in the Oxfordshire Junior Winter League. We are presently 3rd in the league out of six teams and have played some excellent tennis. Since September we have had special team coaching on a Friday night and I want to thank Dom and Ed for that. I must also thank the parents for their support: Penny, Wai and Olly.</li><li>• Christmas was celebrated on the courts in December with mulled wine and mince pies. Thanks Sandie.</li><li>• As you all know the club relies on good will and support, and I want to thank the committee Matthew, Sandie, Ed, Clive, as well as Mark (helping with club nights and with support), Charles (who organises the tokens and the cricket match), and Nadim (for organising tokens at the village shop).</li></ul>	
<p><b>4. Financial accounts 2017/18</b></p> <p>The accounts for the year ended 30 November 2018 were received. By way of context, the Treasurer reported the following:</p> <ul style="list-style-type: none"><li>• The club continues to maintain its financial viability with an in-year operating surplus.</li><li>• Subscription income was £5,900 which was £1,144 lower than prior year due to reduced membership numbers.</li><li>• Total income was £7,627, with non-subscription income of £1,727 compared to £3,501 last year. This reduction is primarily due to less usage by Cokethorpe, a year-end phasing effect for Excel fee income, less floodlight usage and reduced tournament income.</li><li>• Direct expenses and overheads have been lower this year, with a spend of £3,342 compared to £3,803 last year.</li><li>• Capital investment of £2,520 has included resurfacing costs paid in this financial year and new benches to all courts. Additionally, we have spent £595 on the planning application fees and flood risk assessment report for the clubhouse proposal. Whilst the clubhouse proposal is currently on ice that work is still valuable in support of progressing the scheme in the future.</li><li>• The true in-year surplus, excluding the capital investment and clubhouse project costs, was £4,255.</li><li>• Net assets at year-end were £41,298 which is an increase of £1,169 on prior year. In 2019 the Committee will be assessing facilities improvement options going forward whilst still prudently securing the required reserves for court, fencing and floodlight maintenance in future years.</li></ul>	

## AGENDA ITEM 2

### 5. Membership fees for 2018/19

It was agreed that the existing membership fees would be frozen for the 2019/20 year and a new "Mini Membership" for under 12s introduced. The rates were confirmed as follows:

- Family membership: £160 (early bird £135)
- Couple membership: £150 (early bird £125)
- Single Adult membership: £85 (early bird £68)
- Junior/Student membership: £45 (early bird £32)
- Mini membership: £30 (early bird £22.50)

### 6. Head Coach review of the year

Ed Large, Head Coach, provided a verbal report of the year. Summary extracts of the report are reproduced below:

- 2018 was a better year for the program. Through hard work, promotions and advertising we were able to grow the number of pupils in coaching with us.
- Currently this term we have 22 juniors per week in 7 sessions and 10 adults in 3 sessions per week. Cardio Tennis continues to be a popular session although this term is always quieter due to the cold and usually frosty mornings.
- The adult numbers dropped this term but this was due to a group of ladies on a Friday stopping coaching after over 10 years of being with us but who are now playing twice a week or more in groups and teams.
- I am committed to increasing the numbers of pupils in the program at the club. The biggest issue has always been keeping players once they have started due to the lack of facilities here.
- One way we are planning on attracting new players to the club is with some special groups we are setting up. Firstly we are running some 'Tennis For Kids' sessions. These sessions are for children aged 4 – 7 and 8 – 11 years. They sign up for a block of 6 weeks for just £25. They also receive a free tennis Racket, personalised T shirt and some balls. We have just set one up on Thursdays 4:45 – 5:45pm and we are hoping to fill the class.
- I am now working very closely with Becky Walton who is a PE teacher at Bartholomew school as well as being the sports festival organiser for the local primary schools. Becky is very keen to work with me and through this link we will be able to better speak with the local schools and get them to help publicise the opportunities for the children to join us.
- Last year the Excel Tennis Academy worked with over 2600 pupils at schools in over 400 hours of sessions. Our Coach Ryan won an award for the best contribution to Schools in Oxfordshire and we have been recognised as having one of the best club school links in the country.
- I am currently mentoring and working with a number of teenagers from our club and Witney Tennis Club to teach them how to coach and develop a really strong grounding to enable them to complete their level 1's and 2's over the next few years.
- One great thing we did this year was running a Great British Tennis

## AGENDA ITEM 2

<p>Weekend. This event was held on Sunday 22nd July. We had sessions available for juniors aged 4 – 16 and for adults. The event was very popular and we had nearly 90 people attending and joining in. I feel this event is hugely important for the club to run each year as it is our biggest marketing tool.</p> <ul style="list-style-type: none"><li>• Lastly: each year we look at everyone in our program and decide who should win our Coaches Player of the year Award. The award this year goes to Charlie Davies. Congratulations to Charlie.</li></ul>	
<p><b>7. Election of Committee Members</b></p> <p>The following members were elected to serve on the committee in 2019:</p> <p>Chairperson – John Hunt Club &amp; Membership Secretary – Matthew Fleet Treasurer – Clive Francis Communications/Club Night – Sandie Sharples Head Coach – Ed Large</p>	
<p><b>8. Shirley Kermode Trophy</b></p> <p>The Shirley Kermode Trophy was awarded to Clive Francis for his tireless work in leading on the club house project, including obtaining planning permission, firming up plans and sourcing quotes from suppliers.</p>	
<p><b>9. Any other business</b></p> <p>Chris Naylor asked to put on record his thanks to the committee for all their work, and to Dom from Excel for his coaching.</p> <p>There being no further business, the meeting closed.</p>	