

# North Berwick Tennis Club Committee Meeting Minutes

## Thursday 2<sup>nd</sup> September 2021 – 7pm

Present : Stuart Rye (Chair), Colin Anderson, Anne Hume, Karen Price, Gavin Henderson and Keith Barbour

### 1. Minutes for May 2021

The minutes for May 2021 have already been signed off in terms of committee review

### 2. Court redevelopment and grant update

It was confirmed that ELC Community Intervention Fund and Sports Scotland grants have both been successful and that combined with club monies, that funding is now fully in place with a contingency buffer, for the upgrades project for courts 4, 5 and 6.

Namely, a new LED floodlight system and the provision of Doe Mono Pro artificial grass (as per courts 1-3).

The contract with Doe has been reviewed, including the detail in terms of what's being installed, and the club's questions have been answered.

CA presented the latest court 4-6 redevelopment costings and KB the club finances and both were reviewed.

It was confirmed that the LED lighting quote has been reduced from £68k to £64k.

CA confirmed he had spoken to Ed Hendikson at East Lothian Council, who had confirmed that the CIF conditions have been met and that the funds are on the way.

CA / SR confirmed that the Sport Scotland grant had been received in writing and accepted and CA had spoken to David Ewart at Sports Scotland who is the case handler and he confirmed that all the grant criteria have been met to their satisfaction and there should be no problem releasing the Letter of Authorisation to spend the monies (invoices need to be claimed back from Sports Scotland, rather than a cash deposit being made into the clubs accounts).

CA confirmed that Doe had now come up with a definitive start date and that this would be Monday 27<sup>th</sup> September 2021 (with carpet fitting commencing around 9 days later).

CA also confirmed that the Mono Pro carpet has a 5 year manufacturer guarantee and 3 year installation guarantee from Doe.

Also, that the LED lighting from Hallidays (with Philips heads) will have a 5 year guarantee if we pay for two 18 month maintenance visits at a cost of £800+Vat per visit.

It was agreed by the committee that this maintenance cost would be acceptable in terms of the 5 year guarantee and that the alternative 10 year guarantee would be too expensive as it included an initial charge per LED head by Philips and would require annual visits

for maintenance after the initial 5 year period (x5 @ £800+VAT). That is, circa £2k for a 5 year guarantee was acceptable, whereas circa £10k for a 10 year guarantee was not.

Other aspects discussed was how the LED's would work on the Public Courts to prevent lights being left on.

CA will discuss switching similar to courts 1-3 with Halliday's (or room in the cabinets to implement). Namely, a timer cut-off and whether the 'on' time can be restricted to say 1 hour, so that they will turn off when not in use. Turning on and off should not be an issue as the LEDs should be switchable on/off repeatedly.

Halliday's to be asked to provide a spare plug in each cabinet for general use (as per current cabinets).

Installation should provide for the option to run power to the gates at 3-4 and 6 for future proofing. Clubspark smart access for public gate 6 to be re-visited to see if separate Tennis Scotland grant is available and to re-verify the costs.

Gate upgrades and fencing repairs are the next priority after the court redevelopment.

Another long term project may be to upgrade the masts on courts 1-3 to be hinged to ease maintenance, but given that all bulbs have now been replaced in 2021, this would be something to review in 3+ years' time.

Doe to be asked to replace the net anchor points on courts 4-6 if damaged.

No new nets / net posts are required on courts 4-6.

No Public Access will be possible during works and the booking system will need to show courts 4-6 as unbookable.

### 3. Lease renewal update

SR has been in receipt in writing of a 'Letter of Intent' from ELC, confirming that providing that NBTC abide by the current lease terms, that a new 25 year lease will be afforded to the club when the current lease expires in 2030 - taking the new lease through to 2055.

Letter handed to CA for digital scanning and copying.

### 4. Club Championships

In light of the confirmed development start date and the subsequent reduction of court access, it was agreed to extend the Club Championships end date until 30<sup>th</sup> October 2021. This also avoids the October break when people are away.

KP suggested Saturday 9<sup>th</sup> October for the Junior Championships (TBC)

## 5. Clubhouse

It was agreed to proceed with the Electricians quote for new power points in the café end of the main clubhouse room for the coffee machine and general power (to remove the need for numerous extension cables).

Further quotes will be gained for review for improved lighting and the possibility of storage heaters to provide some background heating over winter (to prevent frost damage).

SR firstly to verify with Steve Wands that electrical works are ok with ELC before proceeding.

Floor upgrades were discussed and the issue of the asbestos tiles in the two kitchens and the cupboard between them is the sticking point (scope of asbestos was confirmed post meeting by AH from last asbestos report).

AH to enquire how new flooring can proceed with council contacts, eg. can we chipboard cover and lay Amtico tiles or do the Asbestos tiles need to be removed?

SR to also chase with Steve Wands and George Cunningham in relation to previous on-site discussions in May (see previous minutes), on the roof and the floors, and the roles of Landlord vs Tennant (over and above the clauses in the lease), including general compliance requirements (eg. electrical checks etc).

Following on from the pizza van sitting at NBTC, Chris from Big Blue is a potential to run the Café next year. SR to continue discussions, including ideas on the upgrading of the clubhouse décor.

GH pointed out that the clubhouse should ideally serve members as equally as the Café and other initiatives such as replacing the clubhouse door locks to ease access to members will be considered.

## 6. AOCB

AH suggested some Team coaching would be constructive for the coming season. KP to discuss with the coaching team.

Focus to continue on the new initiatives including the Bursary, Try Tennis and Stepping-out. Next Try Tennis session to be held on Saturday 4<sup>th</sup> September (KB to host).