**Northallerton Tennis Club Committee Meeting**

**Held on Thursday 2nd July 2020**

**Remote Meeting held via ZOOM**

**Present:** Nimmo Clarke, Helen Mighall, Jackie Hay, Ralph Windwood, Lyn Thompson, Andy Holt, Sue Pratt, Helen Coulthard, Debbie Pearson, Margaret Fenwick.

1. **Apologies:** Paul Collier
2. **Minutes of the meeting held 12th May and matters arising not on agenda**

* All actions had been taken for the courts to reopen safely. LTA guidance had been followed.
* There has been no further discussion about the removal of the hedge. It is an on-going issue of some concern. A remedy needs to be found.

1. **Membership Fees and Categories**

Further to the proposals put forward Margaret to aid discussion and to redress the imbalance between family and single Adult fees(see Appendix 1), Helen C had prepared a separate proposal (see Appendix 2) whereby the remainder of the year would be split into two separate periods to allow members to join for an additional two or eight months.

The committee agreed it is an opportunity to retain a number of new members and to do that we must not charge too much. It was recognized that the Club is not in a sound financial state but this season is very much out of the ordinary. The committee felt that in the main the families had joined due to the very low fee and also because there was little else for them to do due to Covid restrictions. It was agreed that the charges proposed by Helen were preferred to those originally proposed by Margaret which were now felt to be too high and would put too many off which could have a negative effect overall on the finances. The new arrangements would mean that the code to the gate will have to be changed for 1st August and 1st October.

It was agreed that the Junior fees would remain at £10 for the whole season.

Anyone joining in July will be asked to pay a pro rata amount for July.

Membership forms will only be needed for new joiners from August onwards.

**ACTION**: Margaret to prepare message to Members to inform them of charges (and cash preferred to cheques if not using on-line banking).

Margaret to liaise with Nimmo re message to last season’s members.

Code for the gate to be changed after play on 31st July.

Code for the gate to be changed after play on 30th September.

Margaret to prepare new membership form to cover remainder of the season.

Andy to place form on the website.

1. **Treasurer’s Report**

Jackie reported that to date

Income = £1522 for 147 members.

Expenditure = £1571 (the bill for the water used for court cleaning still to be charged)

We should be in profit when income is generated from the subs for the remainder of the season as outlined above at item 3.

The Cricket Club has been awarded a grant of £10k as a consequence of the Covid support offered locally. This will need to be factored in to any discussion with the Cricket Club about the annual contribution from the Tennis Section. Margaret informed the committee that the £10k would help with the loss of revenue from the summer months but that if the winter sports (dominoes/darts etc) do not take place then the Club would be struggling badly financially.

1. **Coaching/Junior Report**

Ralph reported that he is now running his coaching for small groups (in line with LTA guidance), but only ever on one court and at times arranged with the individuals.

1. **Management Committee**

Margaret reported that the Cricket Club bar will be opening on Saturday 4th July from 3 p.m. The bar will also be open on the following Thursday and Friday evenings when the nets will be in use. If the Tennis Section needs it to be open on any occasion then we need to ask. The plan is to publicize the opening times on the Cricket Club Facebook page.

**ACTION:** Margaret to include a link to the Facebook page in the message to members.

1. **Equality & Diversity (Standing Item)**

Nothing to report.

1. **Safeguarding (Standing Item)**

Debbie raised a concern that Ralph was placing himself in a vulnerable position by running his coaching sessions on his own.

**ACTION**: Debbie to check the Safeguarding rules.

**NOTE**: Debbie has since checked the LTA Safeguarding policy and has advised Ralph not to undertake coaching sessions on his own. He can coach children if parents remain present or if he has a second coach with a current DBS. Ralph has confirmed that he will follow that advice.

1. **Risk Assessment (Standing Item)**

Margaret reported that all actions on the Covid Risk assessment had been completed. Thanks to John Topham and Richard Owens for removing the winder from the 4th court.

1. **Any other business**

* Debbie suggested that Nimmo writes a press release for the local papers to promote the club and the benefits we have offered to the community.

**ACTION:** Nimmo to prepare.

* Helen C suggested that we should prepare for next season by producing a survey for members to tell us what would encourage them to continue to be members of the club. Debbie suggested offering incentives to new members.

**ACTION**: To keep on agenda for future meetings

* Margaret informed the meeting that she had been invited to participate in webinars run by the LTA to help us to promote our club but had not accepted the invitation.

Thanks again to Andy for facilitating the ZOOM meeting.