



Poppleton Lawn Tennis Club

46th Annual General Meeting - Agenda 2022-2023

1. Apologies for absence
2. Minutes – reports from 45th AGM – held Thursday 17th November 2022 [\[click here to see Reports\]](#)
 - a. Approval and matters arising
3. Chair’s Report
4. Treasurer’s Report
5. Membership Secretary’s Report
6. Maintenance Report
7. Coaching Report – *verbal* – *written copy now included (23/11/23)*
8. Election of officers and committee
9. Any other business
10. Next AGM

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Poppleton Tennis Club Chair's Report November 2023

Welcome to our 46th AGM

Reports on the state of the club's Finance, Membership and Court Maintenance position have been prepared by David (Finance), Tony (Membership) and Brian (Maintenance) respectively. Belinda will cover coaching. I am therefore going to limit my comments to the committee's discussions and progress on facility development and proposed fees for the 2024-25 season. Before doing so however, I would like to thank all of our coaches (ably led by Belinda), the committee members and everyone who has volunteered at the club over the last year. We would not have the facilities, community and membership we have today without them!

Court developments

Over the last 5 years we have renovated the artificial grass and installed floodlights on courts 1-3. The artificial courts have now reached the end of their useful life and, in line with previous communications to members, we are in the process of replacing the artificial grass with artificial clay courts. The cost of the artificial clay courts is around £100,000 including VAT, meaning that we have invested around £150,000 in courts 1-3 over the last 5 years. Hopefully this investment will stand us in good stead for the next 10 years as we re-build our funds and/or invest them elsewhere. Work on the courts should be completed by the end of November, when we will then have 3 courts available to play in all weather, frost and ice included. I would like to put on record my thanks to Tony Howard and Brian Graystone for their work with our contractor, Fosse, on overseeing the resurfacing.

Courts 4-6 have served us well. To maintain their condition your committee has agreed that they should be power washed as soon as possible and repainted in the spring, at a total cost of around £10,000. We are also exploring marking out one court for Pickleball.

In addition to replacing the surface on courts 1-3 and repainting courts 4-6 we have been exploring the possibility of erecting Padel Courts behind Courts 4-6. In conjunction with the Community Centre we have applied for planning permission for two courts and a new Club House alongside Court 6 (see below). Should planning permission be granted, we expect to hear by the end of November, we will look to fund the development through our own funds and an interest free loan from the LTA.

Club House

Members may be aware that the Community Trust is proposing to develop the centre reflecting increased demand. Part of the proposal involves relocating our club house from the Conservatory to a separate club house alongside Court 6. Sally Bell-Syer, who sits on the Community Trust on behalf of the Tennis Club, and I have met with the Community Trust Chair, Deputy Chair and Manager to discuss their proposals and we, along with your committee, believe we have an acceptable way forward, subject to the Trust having sufficient funding. We will keep members informed of the proposed development and timing as and when there are firm proposals.



Fees

Reflecting the club's financial position, the proposed increase in the Community Trust levy, and the continuing need to build up funds to meet anticipated expenditure in the coming years, the Committee is proposing the following fees for the 2023-4, season payable from 1st April.

Adult full	£170
Adult Weekday	£105
Junior - under 10	£40
- 10-18	£60
Chaperone	£45
Winter	£90

Fees for packages eg 'adults and children' will be based on the above with discounts for "bulk" as in previous years.

Having looked at the fees charged by York Tennis Club, who have broadly comparable facilities, the proposed fees remain competitive.

Floodlight fees have been set at a level that covers the costs, currently £6 per hour.

Finally

I would like to say a special thank you to all the Committee members who have willingly given up their time to make your tennis club what it is. Please do consider whether you can give up some time to join them and perhaps take on the role of membership or club secretary, which are currently vacant and being covered, temporarily, by existing committee members.

John Lister, Chair

Treasurer's Report

Commentary to accounts:

Summary:

- We remain in a good position with **Year End Funds at £173,607**; an increase of £37,618 from last year's bank position of £135,988.
- We've had two pretty good years with income high from both Group Coaching and Membership.
- Whilst we have a great bank balance we should bear in mind our current expected spend for the replacement court surface for Courts 1-3 will reduce this by more than half.

Group Coaching

- Group Coaching has generated £55,954 of income with Expenditure £33,844 providing a **contribution to Club funds of £22,101** compared to the prior year of £20992 - an overall increase of £1109.

Membership

- With 2 full membership years in place since COVID we have grown further with Membership **income this year growing to £29,524** against last year's income of £27,582.50
- Membership last year was our highest ever *income wise*.

Additional notes:

- Levy - to Pop Comm Trust was charged a little earlier this year.
 - This year **Levy was £4,770** – compared to £4514 last year.
- Electricity costs (floodlights) have remained in line with expectation based on the significant electricity cost rises most recently (paid via Poppleton Community Trust).
 - We are collecting around **£2,100 from Floodlights** with costs running close to £2,200.
 - *The cost of £1.50 is not expected to change at this stage - given the fix of Kwh rates that we're currently signed up to.*

Ball costs:

- *Balls costs have increased - but with careful management of our volumes we have limited expenditure to £1400 for the year.*
 - *Income from matches has remained steady – despite match fee increases.*
 - *Last Year: £1165 (adjusted for late banking) vs This Year: £1124.50 (including known existing late payments).*

Project Costs:

Projects costs this year have been quite limited largely as we are in planning phases. Spend this was **£3,472** compared to £2634 last year. We have however the current activity for resurfacing of courts 1-3 to cater for.

Other projects still under planning/discussion remain:

- Clubhouse – any cost to the club is not yet known.
- Padel Courts - potential cost c. £160k - with some potential significant support funding from the LTA.

Accounts review:

Gareth Ware kindly reviews our Accounts each year.

- No changes were required to last year's accounts and were reviewed by Gareth.
- *This year's accounts are also subject to review – underway at the time of writing.*

Financial Activities

October 2022 - September 2023

	Oct 2022 - Sep 2023	Oct 2021 - Sep 2022 (PY)	Total
INCOME			
Charitable activities	415.50		4.00
Floodlight token income	2,066.50		1,998.50
Group Coaching income	47,757.07		46,410.00
Adult Group Coaching	79.00		429.00
Easter Camp (sales)	199.50		328.00
Summer Camp (sales)	7,909.50		5,987.00
Total Group Coaching income	55,945.07		53,154.00
Match fees	93.00		
Ladies 1s	103.00		147.50
Ladies 2s	103.00		140.50
Ladies 3s	105.00		120.00
Mens 1s	109.00		
Mens 2s	214.00		
Mens 3s	78.00		35.00
Mens 4s	41.00		115.00
Mixed 1s	33.00		93.00
Mixed 2s	100.00		172.50
Mixed 3s	90.00		144.00
Mixed 4s	82.00		88.00
Total Match fees	1,151.00		1,055.50
Membership Sales			
Membership sales - Adults	13,984.10		12,957.00
Membership Sales - Family	11,530.00		11,607.50
Membership sales - juniors	4,010.75		3,018.00
Total Membership Sales	29,524.85		27,582.50
Other fees (Guest fees - ball sales)	93.00		122.00
Total Income	89,195.92		83,916.50
COST OF SALES			
GoCardless Fees	169.88		145.08
Group Coaching fees	25,154.57		23,314.75
Coaching Fees (Summer Camp)	5,005.00		5,065.00
Group Coaching Admin	1,500.00		1,500.00
Total Group Coaching fees	31,659.57		29,879.75
Poppleton Community Trust (Hall Hire)	2,015.00		2,137.95
Total Cost of Sales	33,844.45		32,162.78
TOTAL	55,351.47		51,753.72
EXPENDITURES			
Charity donations	415.50		1,000.00
Court Maintenance	814.26		764.00
Court Maintenance (Floodlight repairs/Maintenance)			699.24
Court Maintenance Contract	1,435.50		1,372.50
Total Court Maintenance	2,249.76		2,835.74
Grounds Equipment (and storage)	550.00		1,897.84
League Fees	217.00		24.00
LTA fees	720.00		1,712.00
Office/General Administrative Expenses	130.00		199.87
Other Professional Services	267.12		192.96
Poppleton Community Trust (Electricity)	2,556.00		1,877.75
Poppleton Community Trust (Levy)	4,770.00		4,514.17
Projects (One offs)			
Court Resurfacing (Clay)	780.00		
Court surface deep clean			2,634.00
Padel and Clubhouse (Planning)	2,692.00		
Total Projects (One offs)	3,472.00		2,634.00
Refunds (Individual fees, COVID-19, etc)	199.00		122.00
Tennis balls & Equipment	2,065.04		2,406.56
Travel and Accommodation	121.50		
Total Expenditures	17,732.92		19,416.89
NET OPERATING INCOME	37,618.55		32,336.83
NET INCOME/(EXPENDITURE)	£37,618.55		£32,336.83

Balance Sheet

As of September 30, 2023

	Total	
	As of Sep 30, 2023	As of Sep 30, 2022 (PY)
FIXED ASSET		
Total Fixed Asset		
CASH AT BANK AND IN HAND		
NatWest Group Coach (Online)	64,527.96	34,171.50
NatWest Group Coaching (Manual)	450.50	7,558.71
Scottish Widows Savings	15,843.76	15,843.76
Treasurers (Membership) Account	93,402.93	81,162.13
Total Cash at bank and in hand	174,225.15	138,736.10
DEBTORS		
Debtors	93.00	
Total Debtors	93.00	0.00
NET CURRENT ASSETS	174,318.15	138,736.10
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Trade Creditors		
Creditors	710.62	2,747.12
Total Trade Creditors	710.62	2,747.12
Total Creditors: amounts falling due within one year	710.62	2,747.12
NET CURRENT ASSETS (LIABILITIES)	173,607.53	135,988.98
TOTAL ASSETS LESS CURRENT LIABILITIES	173,607.53	135,988.98
TOTAL NET ASSETS (LIABILITIES)	£173,607.53	£135,988.98
CHARITY FUNDS		
Opening Balance Equity	118,882.06	118,882.06
Retained Earnings	17,106.92	-15,229.91
Surplus/(Deficit)	37,618.55	32,336.83
Total Charity funds	£173,607.53	£135,988.98

Other notes:

- Accounting continues to be delivered with online accounting software package and is accrual based.
- Accounting checks have been completed by Gareth Ware. *Thank-you Gareth.*
- The Lloyds bank Membership account is online managed.
- The Group Coaching account is an online managed account.
- The old account for Group Coaching continues whilst members continue to deposit coaching payments - volumes however are very low.
- The Scottish Widows savings account is correspondence only.



Membership Report

Membership has fallen from it's peak in 2022. Although numbers are still relatively high. From 2018-2021 the average number of adults was 140 and children was below 100.

Package prices were increased last year, but remain good value and below that of similar clubs across all packages: For example, York Sports Club (Shipton Road)

	<u>2022</u>	<u>2023</u>
INCOME	£27,406.00	£28,994.00
ADULTS	178	166
CHILDREN	153	149
Adult Full	67	76
Student	7	5
Junior Full	28	33
Child Full	28	28
Family 1+1	16	16
Family 1+2	22	12
Family 1+3	2	1
Family 2+1	5	7
Family 2+2	7	5
Family 2+3	1	3
Family 2+3+	0	0
Weekday	25	14
Winter	7	4
Winter Jnr	2	7
Winter Child	0	7
Nov		
Specials		4
Chaperone	13	13

Thanks
Tony

Maintenance Report

Court Annual Maintenance Report 2022-23 – Brian Graystone

As last year, the maintenance team has been: Brian Graystone and Pete Moss with the occasional guest appearance of Edwin Knighton

Routine maintenance tasks have included:

- Removing debris, blowing courts
- Tractor brushing of courts 1-3
- Weeding the court gravel perimeter areas
- Removal of pigeon excrement to Court 3
- Trimming hedges and shrubs
- Replacing net to court 5
- Liaising with Replay Maintenance Contractor for Courts 1-3, 4 x a year; their contract costs the club approximately £2600
- Liaising with contractor, Chris Watkinson for trimming conifer hedges, 1 x per year (approximate cost £600)

Equipment

A new battery operated Bosch Hedge Trimmer has been purchased to perform light trimming functions, at a cost of approximately £150.

Courts 1-3 Re-Surfacing

The courts are being replaced with artificial clay. This is scheduled to be completed by end of November with a grand opening on 10th December.

Courts 4-5 Maintenance

These courts have lost some of their grip and tennis balls are becoming dirty. A professional power wash has been scheduled for November to help alleviate these problems at a cost of £1,425.00 ex VAT. The courts were last painted in 2018 and we have scheduled a re-paint for a suitable date in spring 2024. This should extend the life of these courts for a number of years before a replacement needs to be considered. The cost of the re-paint is £7,890.00 ex VAT.

Forecast for 2024

We estimate that a sum of £3,000 – 4,000 will be needed for routine maintenance in 2024, excluding any electrical work on the floodlights.

Brian Graystone



Coaching Report

Coaching has gone as well as ever. Groups are well attended.

There are less children on the waiting list now as after the pandemic the waiting lists were huge. I'm not sure if peoples individual financial situation will have an impact but over 170 children attend weekly.

Rusty Racquets are busy although always less so in the Winter.

Two Junior teams have won their divisions in the Yorkshire National League.

Jed Devine has nearly finished his Level 2 coaching.

Laura Turnbull and Cameron Jones have passed their Level 1 coaching and Freya Devine is undertaking hers.

Reuben Bird, Ezra Bird and Fraser Brownlow have been selected for County training.

Ezra aged just 5 in July has been selected to represent Yorkshire this weekend in Bolton at U16 level.

Summer camps were very busy.

Many thanks to all coaches: Nick, Rebecca and Laura Turnbull, Ben Walker, Ash Dearing, Jed Devine and assistants Cam Jones, Tommy Brewerton and Freya Devine.

Belinda Turnbull