

Tavistock Tennis Club

Committee Meeting 21/02/24 in Clubhouse

Present: Zoe Llewellyn (Chair), Dave Martin (Secretary), Hilary Picton (Ladies Captain), Jo McKinlay (Membership), Ron Temperley (Mens Captain), Steve Buckley (Treasurer), Stuart Borthwick (Social), Nick Hill (Juniors), Pete Rodgers (for Court Maintenance matters)

Apologies: Carolyn Todd (Safeguarding), Mike Baker (Marketing, Communications), Andy Wing (Treasurer), Inga Ziemina (Coach)

Agenda:

Approval of Minutes

The committee agreed that the latest version of the committee meeting minutes (dated 24th Jan), previously circulated, were an accurate reflection of the committee's deliberations. **DM** will archive them.

House and Court Maintenance Matters

PR suggested and gained committee approval for update of the honours boards to reflect this years committee representation and tournament winners.

He then initiated a discussion on maintenance of the astroturf courts. His suggestion, given the continual growth of moss and the puddling that occurs particularly on courts 4 & 5 was that moss treatment should be carried out more frequently – every 4-6 weeks (by volunteers) followed by power washing as necessary. A discussion followed, particularly with regard to RT's discussions with Technical Services who recommended their Revite treatment to all 4 courts at a cost of £2686.

So far as the hard courts are concerned the discussion centred on the need for repainting, some courts more than others. PR reported that Courtstall had in the past recommended waiting until the weather is dry(!). But they would do a power wash first, at a cost of £6000.

The result was that the committee agreed that **RT** should refer back to Technical Services in order to gain their assurance that the puddling problem would be solved by the Revite service, also to make enquiries from Courtstall about their maintenance services for comparison purposes. And then in principle the committee agreed to go ahead with treatment to courts 4 & 5. The committee also agreed to the repainting and moss treatment to Court 6 (hardcourt) including the removal of non-tennis court lines, and to the more frequent application of moss treatment by volunteers.

Incorporation

RT reported that the new bank account had been set up under the name "Tavistock Tennis Club". TJ can now transfer the assets from the current CASC entity to the new limited liability entity, involving the council, the lease and trustees. Thence HMRC will inspect the new articles in order to verify and approve the proposed CASC tax status.

JM stated that the change of bank account details would affect membership / subscription renewals. As a result, after discussion, the committee agreed that so far as possible Stripe would be exclusively used for renewal of membership.

Post meeting note: the following email has been received from TJ:

"I'd say leave everything as it is and make the payment to the club's account.

All we have done at this stage is incorporate a company and get a bank account up and running, both of which are ready for use whenever needed.

We can't transfer all the assets etc until we are confident that the CASC status will be granted and we have got the council signed up to the licences to assign the leases. I'm in contact with them and am hopeful that will not hold us up when the time comes.

Feel free to call if you want to check anything as I'm back in the office.

"

Membership

JM, having prior to the meeting circulated a new membership rates table based on decisions at the previous committee meeting, asked the committee for consideration of membership and court fees payable by the coaches. The committee agreed that both should be payable.

More House Matters:

RT reported that both Fire Extinguisher and PAT certificates had now been obtained. SBu enquired about the archival and **DM** agreed to archive both certificates in the club documents archive. DM did then state that we still need to gain an electrical safety certificate for insurance purposes (since we need to confirm that:

The electrical installation has been inspected and tested by a qualified electrician within the last 5 years with any remedial work to ensure electrical safety subsequently having been completed
)

RT will contact a suitably qualified electrician to obtain the necessary confirmation.

PR initiated a further discussion of clubhouse security given the recent problems of vandalism etc. After suggesting that it would be advantageous to isolate the clubhouse to prevent public access to the path in front of it and the committee generally wondering how feasible this might be, SBu stated that he thought the problems encountered recently could and would be solved by replacing the current lock with a new one, recommending also that nothing of any value is left in the clubhouse and that notices on windows and doors should confirm this. The committee agreed that **PR** should attempt to obtain a replacement lock, hopefully at no charge.

Safeguarding

ZL reported that she has spoken to CT and confirmed that she, ZL, fully supports adoption of the safeguarding policy previously circulated by her. The committee unanimously endorsed this position, confirming that all members must abide by it.

Coaching

RT reported that he and NH had met IZ with regard to adoption of a new coaching contract. These negotiations have focused on providing a mutually beneficial arrangement for the club and coach(es) so as also to provide the best possible environment for development of all the membership of whatever age or ability while also attracting new members. Contract negotiations will also include Rhys Dunford and Linden Hardisty. Further conversations will take place between all the parties and RT will report on progress at the next committee meeting.

AGM

DM will circulate an AGM reports package and agenda etc (including calls for nominations for club officer roles and any AOB) to all appropriate members as soon as possible.

Teams & Tennis Balls

RT wished to confirm the number of league teams to be entered into the P&D League. The committee, including HP, agreed to 4 Ladies and 6 Mens teams.

A discussion followed regarding the years tennis ball order. The committee agreed that RT should order sufficient for P&D League matches plus enough for Social tennis sessions and a number for members' personal use.

AOB

None

Date of next meeting: Wednesday 17th April 2024, 7:00pm in clubhouse.

Key to initials:

AW - Andy Wing (Treasurer)
CT - Carolyn Todd (Safeguarding)
DM - Dave Martin (Secretary)
HP - Hilary Picton (Ladies Captain)
IZ - Inga Ziemina (Coach)
JM – Jo McKinlay (Membership Sec)
MB – Mike Baker (Marketing / Comms)
NH - Nick Hill (Juniors)
PR - Pete Rodgers (Co-opted House Rep)
RH - Richard Hendin (Trustee)
RT – Ron Temperley (Mens Captain)
SBo – Stuart Borthwick (Social)
SBu – Steve Buckley
TJ – Tim Jackman
ZL – Zoe Llewellyn