

**AGM West End Lawn Tennis 30<sup>th</sup> November 8pm held via Team Meetings**

**Attendees:** - Norma Buchanan Ian Manson Hannah Lord Tara, Colin & Holly Birtwistle Jenni Kaski Jack Ganley Rebecca Reid Alan & Lesley Dawson Suzie Scott, Anne Hutchison, Fabian Haut, Joanne Elwin, Beth McNicol Victoria Dailly Johnny Reeves Aileen Bell Wesley Rennison Romana Hunter Jason Nelson Karen Chan

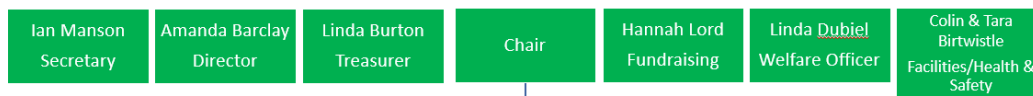
**Apologies:-** Ben Birtwistle Ros Sturrock Jane Illes-Brooksbank Joyce Bennett John Vernon

**2019 Minutes-** Reviewed and accepted

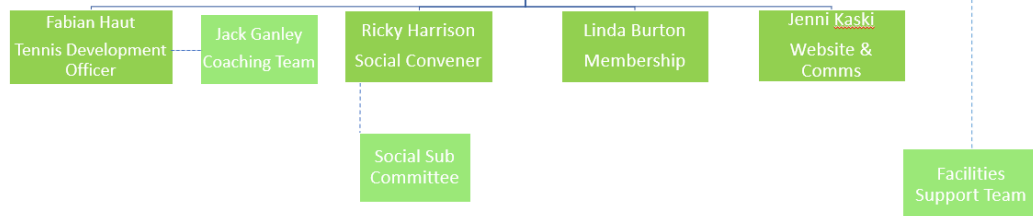
**Proposed Committee Structure – Director Ian Manson**

**West End Lawn Tennis Club - Structure**

**Directors**



**Committee**



Bill Thomas stood down as Treasurer due to his move to Gloucester. Bill and his family have been longstanding members and Bill was past President. The new Treasurer is Linda Burton who will become a director. Ged Reilly stood down as Welfare Officer. The Reilly family also have been great supporters of the club and Ged successfully got the club through its 2019 Safeguarding audit. Linda Dubiel will be the new Welfare Officer. Bill and Ged were thanked for contributions and club wishes Bill well in his new home. Amanda stood down as President after 5 years and will remain a director. The President role will be rotated amongst the current directors with Hannah taking the role initially. This will give the club time to reflect. Recent focus has been on facility improvement. As the club is in good shape on that front – it is time to focus on tennis development. A tennis subcommittee will be formed with Fabian Haut joining the committee as Tennis Development and Coaching Officer. He will work with Jack to produce a development plan for tennis for the next 3 to 5 years and submit to committee. Members will be kept informed as these progresses. Similarly, the club is looking for volunteers to work with Ricky on social events when these are allowable again.



## **President's Report - Annual summary – President Amanda Barclay**

2020 was not the year anyone expected nor like any other in West End Tennis's 120year history. At the 2019 AGM, plans were presented for new courts in 2020. The sinking fund was in place and funding applications underway. In December Hannah had the exciting news her £26,000 FET grant application had been successful. Hannah's success unlocked the funding floodgates and was followed in quick succession by the LTA grant and EB Scotland funding for clubhouse repairs. The work was due to start on April 8th. Coronavirus intervened and by March the UK locked down and all sports facilities closed. The work on new courts was suspended indefinitely. The timing coincided with season start and was not ideal for club finances. However, as lockdown progressed there were bright spots. The court contractor Doe advised the club to apply for a £10,000 COVID-19 grant to compensate for revenue loss from membership. Jack and Eoin provided tennis challenges on Facebook and a special mention for Johnny Reeve's weekly quizzes. The delayed court work began in June. Colin and Tara did a magnificent job managing the project, meeting the contractors daily whilst preparing the club to reopen safely. Court booking was introduced for contact tracing. There was significant effort behind the scenes, but it was exciting to reopen with new courts which are a vast improvement. Court 4 now has a proper base and playing surface so is future proofed. Jack got summer coaching underway and there have been competitions and socially distanced club championships. Jack's enthusiasm and commitment make a huge contribution and have inspired a new generation of coaches - Ben Holly Stuart and Anton. Whilst social events are not possible social tennis is allowed. Norma Ricky and Jenni made social tennis inclusive and fun for everyone. Hannah's membership surveys have been invaluable for member feedback and challenged our artistic skills with a photography contest. Community outreach is important, and the club welcomed Abertay Uni back for their 10<sup>th</sup> season. Dundee University currently have a short-term court hire on Sunday's evenings and Harris Academy has requested Friday lunchtime tennis sessions for 5<sup>th</sup>-year pupils. The new courts are in demand and the challenge is to balance community use with that of our members.

In a year of abnormality being able to meet and play tennis has been a welcome reminder of normality. 4 new courts, better access via a new path, clubhouse repairs, continued membership growth, stable financial position, and the biggest achievement of all – members were kept safe thanks to Tara and Colin. Achieving this during a global pandemic is remarkable so on behalf of us all I will extend a huge vote of thanks to the directors, the committee, Jack, and the coaching team for going above and beyond this year and to our volunteers and members for working together supporting and adapting to the many challenges of this year.

2021 will hopefully see a return to normal life but will briefly reflect on the past and mention Dorothy Proctor-former Club President, Coach, and Honorary member who passed away in March. The club was on the brink of closure when Dorothy joined in the 90's and was instrumental in its regeneration. West End was selected as the millennium club of the year. Without Dorothy's drive and love of tennis it is unlikely we would be here tonight so as we move to a new chapter for the club it is fitting to acknowledge Dorothy's contribution to West End Tennis.

**Treasurer's Report - Treasurer Bill Thomas/Linda Burton**

Draft accounts have been completed and will be sent for audit in December after approval by the directors. Key points Cost of new courts - £ 59,762; Income from donations - £ 49,823 thanks to Hannah and Amanda from Fife Environmental Trust (FET) and £10,000 from COVID 19 government fund. Income from subscriptions down by 40% to £6,723, although subscriptions are somewhat lower due to the 50% fees, we now have more members and some kindly paid the full amount. Maintenance costs considerably down due to the courts not being used for a few months and new courts. Electricity costs up by nearly £800 on year to £1323 – we started offering free floodlights last year. Steady income from visitors (non-members) playing on court, paying both online and into our new honesty box. Please remember you can now bring your friends along to play as many times as you want. Thanks to all that have donated into the honesty/donations box – it all helps towards upkeep of our facility.

Opening CASH Balance	<b>£38,206.42</b>				
	2020	Comments	2019	CHANGE	
Subs	£6,722.95	Fees reduced due to COVID 19	£11,403.21	<b>-£4,680.26</b>	Subs
Non Member Fees	£293.00	Non member fees clarified and hope to increase	£185.00	£108.00	Non Member Fees
Levies & Leagues	£39.00	All refunded	<b>-£2,741.00</b>	£2,780.00	Levies & Leagues
Coaching	<b>-£1,500.00</b>		<b>-£1,750.00</b>	£250.00	Coaching
Tennis Costs - Balls etc	<b>-£764.14</b>	NEW category for 2020		<b>-£764.14</b>	Tennis Costs - Balls etc
Insurance	<b>-£1,256.68</b>	Lower cost negotiated	<b>-£1,179.40</b>	<b>-£77.28</b>	Insurance
Court Rental	£1,000.00	Abertay (50% for last year)	£1,900.00	<b>-£900.00</b>	Court Rental
Electricity Costs	<b>-£1,323.89</b>	Free Floodlights added cost	<b>-£526.08</b>	<b>-£797.81</b>	Electricity Costs
Repair & Maintenance	<b>-£1,193.08</b>	Less due to Court renewal and a few months non use	<b>-£9,786.75</b>	£8,593.67	Repair & Maintenance
Fundraiser	£334.30		£410.22	<b>-£75.92</b>	Fundraiser
Donations	£49,823.54	Mainly FET & Covid Fund	£3,850.60	£45,972.94	Donations
Interest	£231.22		£203.00	£28.22	Interest
Others	<b>-£442.00</b>	Accounts verification & AGM costs	<b>-£80.29</b>	<b>-£361.71</b>	Others
Capital Spend	<b>-£59,762.40</b>	COURTS		<b>-£59,762.40</b>	Capital Spend
Total cash spend 2020	<b>-£7,798.18</b>				
Closing CASH balance	<b>£29,908.24</b>		<b>-£8,298.18</b>	(Includes £500 accrual from last year)	

**Grounds and Maintenance - Facilities Directors Tara and Colin Birtwistle**

**COVID-19** In the run up to closure and for reopening there was considerable effort required to keep members safe. The guidelines are reviewed regularly

**COVID-19**

- Closure
- Risk assessment
- Re-open with restrictions
- Signage
- Hand sanitisers
- Disposable hand towels and cleaning products
- Club house secured
- Guidance on website
- Members advised of any changes.

Tennis SCOTLAND COVID-19 LOCAL RESTRICTIONS IN SCOTLAND TENNIS ACTIVITY BY LEVEL

		OUTDOOR TENNIS				
TYPE OF ACTIVITY		LEVEL 0	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
<b>SUMMARY</b>	SOCIAL PLAY	Permitted Singles & Doubles	Permitted Singles & Doubles	Permitted Singles & Doubles	Permitted Singles & Doubles Doubles must maintain physical distancing	Permitted Singles & Doubles Doubles must maintain physical distancing
	1:1 COACHING	Permitted	Permitted	Permitted	Permitted	Permitted
	GROUP COACHING / ORGANISED GROUP ACTIVITY & COMPETITIONS	Permitted Subject to field of play bubble limits	Permitted Subject to field of play bubble limits	Permitted Subject to field of play bubble limits	Permitted Subject to field of play bubble limits	Permitted Subject to field of play bubble limits
	CHANGING FACILITIES / TOILETS	Can be opened	Can be opened	Can be opened	Can be opened	Toilets can be opened Changing rooms of outdoor sports facilities to be closed Floodlight access allowed
	SPECTATING & SUPERVISION	Spectating not allowed Parent/guardian supervision permitted (one per player)	Spectating not allowed Parent/guardian supervision permitted (one per player)	Spectating not allowed Parent/guardian supervision permitted (one per player)	Spectating not allowed Parent/guardian supervision permitted (one per player)	Spectating not allowed Parent/guardian supervision permitted (one per player)
	TRAVEL FOR OUTDOOR EXERCISE	Minimise journeys Only local travel to L3 & L4 areas other than U15s	Minimise journeys Only local travel to L3 & L4 areas other than U15s	Minimise journeys Only local travel to L3 & L4 areas other than U15s	Minimise journeys Only travel locally	Minimise journeys Only travel locally
	SOCIALISING RULES BEFORE/AFTER PLAY	Max 15 people from 5 households Minimise where possible	Max 6 people from 2 households Minimise where possible	Max 6 people from 2 households Minimise where possible	Max 6 people from 2 households Minimise where possible	Max 6 people from 2 households Minimise where possible
	PHYSICAL DISTANCING	Physical distancing to be maintained before, during and after play at all times across all levels				

**Court Refurbishment**

The court refurbishment began in July. The straight edge survey revealed no areas out with tolerance on courts 1- 3. Court 4 required multiple drainage holes to be punched into the existing base and there was a significant variation between court corners of 9 cm against Does plan to lay 4cm of tarmac. 12 x 1 tonne bags were required to sand the courts.



**Court Refurbishment**



## Pathway

This is part of upgrading accessibility at the club and was completed October 2020



### Pathway

- Accessibility improvement strategy
- Completed - October 2020

## Clubhouse Repairs, Gates, and Signage

The funds are secured for Clubhouse repairs and builders instructed to start. The scope of works includes new roof, windows, kitchen, window hatch, replacement electrics, walls lined and painted and exterior repainted. The aim is to extend lifespan. There are also plans for a new double gate with pedestrian access to improve access and together with new signage to improve visibility of club

### Future Projects

- Millennium garden

Any budding landscape or amateur gardeners please volunteer your services. How lovely to be able to sit out and have a coffee ( made in the new lovely clean kitchen in the sunshine while watching the action on court )



For the club to survive and indeed thrive we rely on the goodwill and generosity of all our volunteers. Thanks to Beth and Ronnie for the ongoing maintenance of the flowerbeds and control of the weeds. Thanks to the Sunday crew volunteers who give their time freely and generously to support the club by brushing and maintaining the courts. Anyone who would like to join the team please contact Tara or Colin.

**Fundraising Report - Fund-Raising Director Hannah Lord**

## Court Re-surfacing and Pathway

Last year's AGM listed successful [applications](#) but many were still pending. In total:

Fife Environment Trust	£26,974	(Scottish Landfill Communities Trust)
LTA	£10,000	
Northwood Trust	£ 2,000	
Walter Craig Charitable Trust.	£ 1,000	
The Leng Foundation	£ 1,000	
WL Gore UK and Associates	£ 1,000	
Aldi Scottish Sports Fund	£ 500	
Dundee Sports Dinner	£ 500	
<b>Total</b>	<b>£42,974</b>	



## Sponsors





## Refurbishment of Club House

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£30,000 received from EB Scotland through the Scottish Landfill Communities Fund

Work starting this month



## Cycle rack

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FALCO Toaster Bike rack applied for from Cycling Scotland

Awarded full cost £708. Purchase is in progress.

Once received rack will be fitted.

**Cycling  
Scotland**



## Achieved

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Have raised over £62,000 - due to hard work of the whole team with real results to show.

Courts completed June 2020

Pathway completed Nov 2020

Club House refurbishment starts Dec 2020

Cycle Rack pending 2020





# Thank you and Ambitions for 2021

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Thank you to the whole Committee and Members for supporting fundraising efforts and working as a team so well.

For 2021 - Plan of works, including garden projects and out door seating. Please do make suggestions! And if you have or know of anyone with practical skills, please do say.

Thank you

Hannah Lord



## **Coaching Report – Head Coach Jack Ganley**

Covid-19: lockdown in March, now seeing tennis boom

LTA Youth (First clubs in the UK)

Tennis for Kids courses that bolstered our junior programme. (53% uptake)

Winter participation up: 89 juniors, 25 adults (68%, 80% increase on 2019)

Continued programme expansion and increased demand for tennis due to LTA branded sessions.

Tayside Tour, TS100, Box Leagues, WE vs Abertay, Club Championships, aiding social tennis.

Have we met targets we set in 2019?

Ben Birtwistle, Eoin Considine, Ged and Leia Reilly have all moved on. New group of level 1 helpers: Lucas Haut, Anton Haut, Holly Birtwistle and Stuart Ferguson.

Randall Egger (Level 2) has been assisting on Tuesdays and Saturdays and whom we can hopefully encourage into further coaching of individual and group sessions.

Reuben McCulloch, Gregor Byers, Oscar Dubiel and Torin Dubiel who have been willing to volunteer time to assist our events.

Continue to build links from the programme into competition

Increase teenage participation at the club, links with Harris Academy should enable this.

Address a drop in numbers in the Intermediate/Advanced adult sessions.

Continue to look for ways to encourage tennis participation and make the club and coaching environment fun and engaging. Can we overcome barriers to tennis?

### Membership & Social – Membership Secretary Jenni Kaski

Static membership fees since 2016 – 50% reduction for 2020-2021 season due to COVID-19 and access restrictions for the first half of the season

New membership cards in the form of key rings and new club logo

New visitor policy

Introduction of our monthly newsletters to keep our members in the loop of all things WELTC

New format of facilitated social tennis nights and afternoons

Test & Protect and membership surveys

Events from virtual Zoom quizzes to box leagues and Club Championships

	2020	2019	2018	2017
<b>Adult</b>	58	39	43	40
<b>Family</b>	5	7	6	3
<b>Student / Unemployed</b>	14	7	3	7
<b>U18</b>	17	15	10	10
<b>U12</b>	27	19	11	6
<b>U8</b>	38	39	22	6
<b>Weekday</b>	11	12	9	9
<b>Honorary</b>	N/A	N/A	4	6
<b>Winter</b>	N/A	7	8	0
<b>Total</b>	<b>170</b>	<b>147</b>	<b>116</b>	<b>83</b>
<b>Summary</b>	<b>16% increase from 2019</b>	<b>28% increase from 2018</b>	<b>40% increase from 2017</b>	<b>50% decrease from 2016</b>
<b>Gender split (F:M)</b>	<b>74:107 - 41% / 59%</b>	<b>67:92 - 44% / 56%</b>	<b>50:74 - 40% / 60%</b>	<b>Not recorded</b>

### AOB & Questions

Norma raised the question could the ladies have 3 courts rather than 2 on Wednesday nights with new ladies joining and team members returning 21/22. 2 courts will not give the ladies space and practice required – the Mens club afternoons and Abertay have 3 courts  
All agreed this was a reasonable request and will action as numbers dictate

Meeting concluded 21:30