

# Southbourne Tennis Club

## Committee Meeting Highlights 07/03/16

**Maintenance Day** was a success. Thank you to all those who gave time and expertise to get all the jobs done so the club remains in good condition.

**Keith** has managed to obtain £1500 from Active Dorset for work with dementia groups.

**Great British Tennis Weekend** is coming up and the first event is on 14/15th May then on 16/17th July. This a great way for people to try tennis and our facilities. Please spread the word to anyone who maybe interested!

**Charity Event** will take place on Saturday, 11 June. There will also be a Learning Disability fun tournament in the afternoon. Please do come along and support these events. Everyone welcome!

**Sarah, our Social Secretary** has been busy! You can now buy a range of clothing which is STC branded and can be bought to order. Sarah has also been arranging the following:

03/04 - Fun Doubles Tournament

29/04 - LTA Dorset Ball (Sarah is collecting payment for this)

30/04 - Quiz night as part of the Spring Open

**We need players** for our Dorset Senior County Tennis Team from ages 45+

**Mouse is still on the loose in the club!** Unfortunately, the mouse continues to outwit Don. Any sightings please report them!

Feedback and ideas are always welcome. You can get in touch with any of the committee or contact me. [adamspicer72@gmail.com](mailto:adamspicer72@gmail.com) 07846 862746

# Minutes of Southbourne Tennis Club Committee Meeting

Monday 7 March 2016 – 7.00pm

## Present

Keith Mitchell as Chair (KM), Martin Cavey (MC), David Sanger (DS), Jane Carter (JC), Don Greaves (DG) and Sarah Stout (SS)

## 1. Apologies

Adam Spicer (AS), Zoltan Horvath (ZH), Helen Henshaw (HH), Richard Henshaw (RH) and Juniors – Sarah & Charlie

## 2. Matters arising (person to action UNDERLINED)

**Minutes of last meeting** – agreed upon

**Exterior Club House Lights** - MC organised. Now completed

Maintenance Spreadsheet – RH to finalise list of outstanding jobs, including:

- Guttering - needs to be looked into
- Steps to courts 1-3. SS noticed that they have a metal strip with anti-slip nailed to the steps at the Littledown. Could be worth taking a look for ideas. RH

**Mouse** – the mouse has still managed to evade capture and remains at large. Any sightings, please notify DG. DG

**Loss of balls** – MS has been keeping a note and advises that there have been no major issues. He will keep tally for another month. MS

**Junior Cardio** – DS completed

**Trial Membership** – link this in to the open day in May with an offer during the first Great British Tennis Weekend. JC and DS to discuss what offers. JC, DS

**T-Shirts** – SS negotiated a deal where we make a small profit on the club T-shirts as per the other clothing items we sell.

**Books** – there are four books now available to read at the club. We hope you enjoy browsing through them.

## 3. Junior Club items

Both juniors were unable to attend but DS noted that junior tennis is going well. Recent fun tournaments included the Bendenden Davis Cup where 18 juniors competed under both the GB and Japan banners and received small gifts for taking part.

There are lots of junior team matches coming up from April onwards.

#### 4. Treasurer's Report

Income and expenditure accounts to 28 February 2016: copy of the income and expenditure account to 28 February 2016 will be placed on the noticeboard.

Payments in excess of £150 are as follows:-

- Tennis balls - £385.04.00
- Dave Sanger Tennis Coaching Limited - £723.03 (Dec 2015 coaching and funding invoices) Dave Sanger Tennis Coaching Limited - £674.15 (Jan 2016 coaching and funding invoices)
- Keith Mitchell - £518.30 (benches, wine etc. for fund raising events)
- E-On - £472.30
- O D Electrical - £844.63 (lights in and around club house);
- P B Electrical - £1,933.25 (repairs of floodlights, access hire and purchase of 6 bulbs)
- MC thanked JC for chasing and banking the other amounts received by the Club.

The additional funding received for Dementia has been placed with the Disability funding under the heading: Inclusive funding. MC to see whether this arrangement works or whether to consider keeping these funds separate.

#### 5. Chairman's Report

**Extra courts** – It was noted that there was a meeting on 25 February 2016 to discuss reviewing the leases for the club and whether this would be a good time to negotiate extra land and possibly build an additional one/two courts. RH is talking to Ed Alexander, Head of Bournemouth Parks regarding this issue. DS will arrange for Colin Corline, LTA Facilities Manager, to visit the club to give advice. Date for the latter to be confirmed and circulated to members. Anyone interested will be welcome to attend. These are long term discussions and it is unlikely any agreement will be reached in the near future. **RH / DS**

**Timed lights** – KM to speak to electrician regarding the timings on the lights as one in particular (in the area by the television) is not working as needed. **KM**

**LTA Dorset Ball** – details on the wall by the kitchen. Please do sign up as it would be good to get a table of members together. Payment to be given to SS by end of March please. **SS**

**Coaching Grant** – this application for funding was rejected by the LTA. However, it was decided we would pursue this ourselves as there would be a benefit to sharing

ideas with coaches at other clubs. The club has some money allocated to training that can be utilised for this.

**Dorset Senior County Tennis** – players needed for vets teams. Ages 45+ going up in 5 yearly increments up to 75+ Please see letter on the notice board if interested.

**Maintenance morning** – this went well. A number of chores were carried out, including grass cutting, court sweeping, weeding, tidying and light bulb replacing. Many thanks to all who attended.

**Dorset Club Forum** – change of date, will now take place on Wednesday, 27 April. Discussions to include how to increase membership. Please sign up online if you wish to attend.

**Additional funding - £1,500** – KM obtained this is from Active Dorset to enhance our dementia work.

**Great British Tennis Weekend** - We will be partaking in this national event and will be hosting two weekends in the summer on the following dates: 14/15 May and 16/17 July. We will be offering various tennis sessions, meeting and greeting players and there will be food on the Saturday lunchtime. Do encourage friends and family to come along and try out our facilities. There will be national advertising and we will place a banner on the external fence for a month or so beforehand.

**Sportive Wheelchair Taster Session** – Please note that there will be an event on Tuesday 12 April and DS will need to use some extra space in the car park area for disability access and parking.

**Annual Calendar** – ZH has been keeping this updated for the coaches. Many thanks.

## 6. Coaching Report

**Easter Egg Hunt** – this will take place for the under 10s on Easter Saturday, 26 March.

**School Games** – coaching has commenced at local schools for children in Years 3 & 4. The games will take place on **Tuesday, 3 May between 1-3pm**. The Bournemouth Final with four teams from the winning schools will compete on **Tuesday 7 June, 1-3pm**. We would love a couple of volunteers to help with making teas and coffees for the parents at these events. SS will email a reminder closer to the time **SS**

**Visually Impaired Session** – DS working to add an element of competition to these sessions. A number of attendees will go to an Inter Club Tournament in Portsmouth on Wednesday, 13 April. There will be a fun tournament at the club 2-3pm, Monday 18 April. Please do come along and support this. All helpers gratefully welcome - rise to the challenge of playing tennis blindfolded with audible balls!

**Davis Cup Legacy** – DS received funding for 10 new children, ages 5-8, to partake in a 6 week coaching course at the club. This will take place after the half term in May

with a view that the children will be keen to continue beyond this. There will be one weekly lesson, probably be on Tuesdays. There will be a taster day at the end of March and we are advertising this in local schools where we are working to encourage take up. The Davis Cup may even come to the local area so people can view this trophy – at over 1 metre tall, one of the largest in sport!

## **7. Social Secretary's Report**

Clothing orders continue to go well. SS has negotiated a fee of £8 for T-shirts rather than £10 so we make a small profit on these too. There's a group session on a Friday and almost all of the children now have a club hoodie.

Books – four books have been placed in the Club House on the table by the plant table. Hopefully people will enjoy browsing these.

The website is being updated weekly. ZH has been showing SS how to do this. Many thanks for to ZH for his patience!

There are posters up in the club house to sign up for:

Fun Doubles Tournament for members – 10am-12pm: Sunday, 3 April

The Dorset Ball – Friday, 29 April

SS also starting to organise the Quiz Night for Saturday 30 April (as part of the Spring Open)

Other thoughts on social events which will be looked into:

Bowling Evening at Bowlplex

Fish 'n Chip Friday – food with fun table tennis/darts games

Meal at Forest Spice

Organising nibbles etc. when major tennis games on to watch together at the club

Possible Summer Fayre style community event, maybe in conjunction with the Rugby Club and BMX track organisers. Could work well just before one of the Great British Tennis Weekends.

Beach event for younger members

SS to conduct a written survey for all members, to find out what is working well and how we can improve or what other events we could offer. The survey will also ask for feedback on the Christmas party regarding venue, entertainment, etc. **SS**

## **8. Secretary's Report**

Nothing to report

## **9. Membership Secretary's Report**

Membership currently stands at: 198 adults, 72 Juniors

Clubspark appears to be working well.

There was a discussion regarding the joining fee and whether this should be charged pro rata as it can look prohibitive when joining with only a few months of the year left. If taken off manually on a case by case basis, this proves rather time consuming and fiddly. It was agreed it could now be lowered for the remainder of the membership year (until 31 May 2016) to £10. This will hopefully entice a few more people into joining now rather than waiting. The fee will go back up to £25 after 1 June 2016.

It was suggested that we send out a letter to remind members to use the court booking system as this will take priority if the courts are busy. **JC**

## **10. Match Secretary's Report**

None received. It is understood that HH uses the monies collected for the Winter League matches to pay fees for the Summer League matches. For accounting purposes, it was recommended that there is a system put in place for these payments to facilitate completing end of year accounts. MC to chat to HH to look into how best they should do this as it could be useful to have a system for this going forward. It would include details of the league fees coming in and going out and who has paid what amount. **MC/HH**

## **11. Health & Safety**

DG noted that the external lights now make the club more welcoming when it is dark.

## **12. Any other business**

The topic of the external sign on the fence by the entrance to the club was brought up. It was felt it could be improved by including our logo and using bullet points to avoid looking cluttered, in a similar style to the large banner situated near the television. Keith will look into this **KM**

The numbers on the front door were sticking. It was commented that whenever last person to leaves the club at any time, they need to check that the handle has closed and has not been left unlocked.

This led onto a discussion regarding using a key fob system. DS received a quote as follows:

To supply and install system on the front door with a card meter and 200 key fobs = £1200 (£365 + VAT for the box; £650 + VAT for the fobs)

We would need to charge £5 deposit for each key fob to help cover costs

Alternatively to fix a new key code would probably cost approx. £200.

To obtain a new front door in a more modern fire exit style would probably cost approx. £1000

DS to look in to further and possibly visit Milford Club to see how their entry system works **DS**

It was noted that the back door was found to have been left unlocked overnight recently. A note is to be placed on the door as a reminder **KM**

JC mentioned that the latest club champions names are not up on the board. DG is chasing up the sign writer who visited and took measurements recently but hasn't been back since. **DG**

KM to look into a cabinet/shelving unit to house club trophies. The location of said unit to be considered, possibly near the television. **KM**

### **Next Committee Meeting – 16/05/2016**

#### **To Do for the Committee**

DG        Mouse with ninja skills remains on the run. DG to catch him.

Chase up the sign writer to put the latest champions up on the board

MS        Keep tally of tennis balls for another month

JC, DS    Discuss trial membership

RH, DS    Take forward discussions about the possibility of extra courts

KM        Timed lighting in the television area to be fixed

Look at improving the main sign

Notice to remind people to close and lock the back door

Look at possibility of shelving/cabinet for club trophies

SS        Collecting payments for the LTA Dorset Ball

Conduct written survey

Send request for help for school games

JC        Letter to go out to members to use the booking system

KM HH    Discuss league fees system and accounting

DS        Further investigate choice of entry system to the club house