

COMMITTEE MEETING - SOUTHBOURNE TENNIS CLUB
Monday 15th May 2017 – 7.00 pm

Venue – Tennis Club

AGENDA

1. Apologies – DG
2. Minutes of meeting held 13 March 2017
3. Matters arising
Action points from last meeting
 - SS - is to take Food Hygiene Certificate
 - PR - Arrange signs on risk to go up on the gates to the courts
 - SG - Confirm insurance arrangements with the LTA
 - AS - Confirm how the club rules apply to Pay and Play
 - AS - Investigate document sharing service
 - SG - Honours Board - will ask at the club to see if anyone can be recommended
 - SG/DS - Add a section to the contract covering disability programmes and see if the court allocation can be revised.
 - DS - Look into funding of new doors
 - DS DG - Pass details to DG for the honours board and DG to arrange the work
 - AS, DS, SG, PR - Review the business plan, constitution and would present the work at a future date to the committee.
 - MC - to add Celia to the circulation list for the club accounts
 - MC - will provide end of year accounts for the next meeting which is on 15/05/17.
 - DS - is to obtain another quote for comparison for a new radiator.
 - PR - Put the hooks in the shower room
 - PR - Email AS on Health and Safety policy for distribution to the committee.
4. Junior Club Items
5. Chair Person's Report
6. Treasurer's Report
 - Treasurers report
 - Income and expenditure to 31 March 2017;
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 - Variance for the year to 31 March 2017;
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 - Summary of Dave Sander Tennis Coaching Limited invoices;
 - Analysis of funding drawdown from Dave Sanger Tennis Coaching Limited;
7. Coaching Report
8. Social Secretary's Report
9. Secretary's Report
 - DG's role
10. Membership Secretary's Report
11. Match Secretary's Report
12. Maintenance & H&S Report
13. Safeguarding
14. Any other business

Next meeting is to take place on 10th July 2017 at 7PM