



Minutes of Committee Meeting – 10 January 2023

Present

Marcus Binning (MB) – Chair, Karen Peters (KP) - Membership Secretary, Rachel Richardson (RR) - Junior Secretary, Jenny Berger (JB) – Secretary, John Church (JC) – Committee Member (joined meeting via Zoom), Chris Ovenden – Head Coach (HC)

Apologies: Jane Sharples (JS) – Treasurer, Nick Wrigley (NW) – H&S Officer

Matters arising from the previous meeting

- MB to forward roles to committee members – Done -on Google drive
- JS/JC working on financial plan and sink fund – WIP
- JB to arrange Defib training session -possibly with St. Johns Ambulance – before AGM
- MB to acquire charger for ball machine – WIP
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1. Head Coach's report

Coaching Update 2023 (Chris Ovenden)

Have only been going just over a week but everyone I have seen have been very friendly and welcoming so thank you for that.

Lovely club to play at, I have enjoyed playing on the courts, anyone who has come and not been before are also very complimentary with the set up. So looking forward to many years ahead hopefully!

Website and coaching courses have all gone live and we have people either booking in or booking trials. First term is always going to be a bit of an adjustment while we find our feet with who should be in what group etc. January is also a tougher time to promote, however we will start to target schools with taster days, and flyers around the village, then word of mouth will hopefully boost us too.

Saturday mornings are gaining pace with bookings, our focus will be to boost the Friday classes next which will be a priority. We have ended up opening a couple of extra 2 groups on a Tuesday to try and facilitate people who couldn't do Friday or Saturday.

Website will hopefully keep getting better as we get more photos etc. However it is working well currently and people are contacting us.

Encouraging as many people to join the club as possible when asking about courses, we have a few who will join at the start of April when their membership at other clubs expire.

A Feb Half Term camp and Tennis Leaders course have now gone live on the website too, 3 mornings, Mon/Weds/Fri. Will promote to members in a week or two as priority has been the courses. Plus most parents will wait last minute to see what the weather is like in February.

We have also been keeping notes of any non-members/floodlight fees for Jane.

Discussion was held about giving priority on group coaching for members – currently not an issue as there is sufficient space on the courses for all. This can be reviewed in the future by issuing coaching dates to members for a priority period.

CO to share flyers with Committee who will help distribute/promote coaching -

KP - to send details of Shiplake School contacts to CO

2. **Treasurer's Report - To follow**

JC re-iterated the need to understand yearly costs of running the Club and how Club is going to build up sink fund.

3. **Membership (KP)**

- 88 adult members, 30 Juniors, 9 Students, have renewed to date but it's early days .
- Coaching likely to bring new members

4. **Junior section**

- CO has taken over responsibility for organising junior programme- good news!

5. **Website**

- New website was launched, and MB reported it is working well and professional has been employed to maintain it which should keep it running smoothly and up to date.
- Membership can now be completed online – very positive.

6. **Championship Committee**

- **MB** to lead Adult Championship sub-Committee -same format as last year
- **CO** to organise Junior championships
- Draw to take place – Sunday 5th March – shorter format than last year needed
- Finals Day – Sunday 10th September Health & Safety Report.

7. **Health and Safety Report**

- To follow at next meeting

8. **Facilities**

- Sheds – secure new shed required to store coaching equipment -old one unsafe/unusable.
- **CO** to send details of what is required to Committee asap.
- MB discussed need for separate new shed for outdoor Club equipment and ball machine. Committee to look at space & consider what is possible -including the need for electrics for charging ball machine.
- Nets – CO advised net on court 3 needed repair or replacement. **JB** will look to see if it can be sewn back together before next meeting.
- Repair or replacement of Umpire's chair – **MB** -WIP.
- **Lighting** – due to high cost of electricity Club agreed with membership to investigate changing floodlights to LEDs and the possibility of pay as you go metering on floodlights. This needs sub-committee to investigate and get proposals/quotes etc.
- **RR** – agreed to lead lighting sub-committee, JB will assist. A short report before AGM would be useful outlining what is involved.

9. AOB

- Committee Roles

- Welcome to new members -Chris Ovenden has joined as Head Coach
- Jenny Berger has joined as Club Secretary, “acting” until AGM
- JB to take over agenda and meeting organisation and be added as signatory on the bank account
- JC to continue as Club night co-ordinator
- RR to step down as Junior Secretary but stay on Committee as member. Safeguarding policies will need updating -JB to take this on
- Social Sec. role still vacant – whilst vacant MB will investigate dates for autumn event with Orwells
- Mark Cranston to be asked if he will do another Sunday tournament (JC?)

- **Visitor fees** – very few people have completed the visitors book or paid fees. KP was asked to chase up any who are known to be outstanding. Not registering visitors loses the Club income and poses public liability risk for the visitor- means for engaging members to register visitors is required.

- **Berkshire Ladies B team (summer) proposed** by Amanda Andrews. Committee agreed to ask if members would be interested – if there is sufficient interest Committee agreed to support the request (Cost £20 plus court time and balls)

- **Cancer Research Fund-raiser** – MB proposed the Club should hold a fundraiser, possibly in the summer to show support for the Botterill family (and other Club members who have had cancer). Committee all agreed to support this in some form – MB to develop some ideas eg Club marathon team tennis tournament (24h).

- **Clothing** – has been launched with Club-branding – looks great -well done to all involved.

- **AGM** – date agreed Wednesday 29th March (evening)

ACTIONS

- JS to provide financial summary
- MB to progress decision on Umpire’s chair
- MB to get hold of Ladies promotion certificate and frame it.
- MB to acquire charger for ball machine
- MB to enquire about Baskerville for next meeting
- MB to progress Cancer research fund raiser
- MB/JC to progress Championships
- RR to progress flood lighting replacement- JB to assist
- RR/JB to update safeguarding policies
- JB to investigate Bowls Club for AGM & organise meeting
- JB to contact OB about any outstanding items
- JB to arrange defib training on a Sunday morning
- JB to review nets
- CO to provide shed details
- CO to arrange Junior Championships
- KP to e-mail female members about interest in Ladies B Team (summer Berks)
- KP to discuss coaching with Orwells

Date and location of next meeting: Monday 27th February 7.30 pm at the Baskerville or JB’s

house.