

## **Wingrave Tennis Club - AGM minutes - held on 23<sup>rd</sup> May 2018**

**Present:** Robert Boddington, Emma Boddington, Sandy Roost, Gavin Chater, Toby Phipps. Apologies were received from Henrietta Cheung and Paul Vaughan.

**Chairman's Report** – Robert Boddington noted what a momentous year it had been for the Tennis Club. At the outset we were concerned of the Club's viability and at the end we were on the verge of constructing new courts and lights. He thanked all those who had worked so hard to achieve that, in particular Gavin Chater for leading the project, Toby Phipps for the planning and Sandy Roost for leading the fund-raising event. Separately he thanked the Committee for their individual contributions during the year and particularly for Paul Vaughan who after many years on the Committee was standing down. The Committee asked the Chairman to write to John Harper to thank him for his success in obtaining grants from AVDC and potentially Sport England (action RB).

**Treasurer's Report** - SR noted that the club had made an operating surplus of £445 for the year, helped by more members and higher subscriptions and no court cleaning. Junior coaching operates at a small loss, but the Committee was pleased that it was investing in the future and was comfortable with the deficit. At the end of the year cash stood at £5,721 which has since increased following the successful Wine and Wisdom event which raised in excess of £2,850 and the receipt of the 2018 subs. We are well positioned to make the required contribution of up to £7,500 towards the new courts. It was agreed that match fees would remain the same, at £2.50, but noted that we were probably subsidising matches to a small degree. Subscriptions would also remain the same; Adult £80, Family £130, Junior under 18 £25 and Senior over 60 £40.

**Membership Secretary's Report** – it was noted that we had 27 households as members last year with 38 adults. So far this year we have 22 households paid up which includes 33 adults. The meeting discussed ways of increasing the membership including juniors and it was agreed that we would start a 'new member play-in' to introduce the new member to other members, assess their ability for inclusion in a team and provide details of the Friday and Monday club sessions. Outreach – agreed we would approach McIntyre School with a view to them using our facilities during weekdays. We will also make more use of the village 'Postie' and SR will coordinate this initiative. (action SR)

**Club Secretary's Report** – TP noted that the date of the AGM was later than last year which left very little time to allocate the Wimbledon tickets. We agree that it would be held circa two earlier in future. TP introduced LTA's Tennismark which we agreed we should strive for. This will require we implement a number of specified policies and actions and TP and RB will work through the list.

**Junior Tennis** – SR and EB reported on progress. Numbers remain steady and verging on 'full'. Proposed to lure GW's Sunday afternoon session for older children to Wingrave from Cublington as 7 out of 8 of the children are from Wingrave (action EB).

**Committee Membership** – Henrietta Cheung kindly agreed to replace PV as Membership Secretary in addition to her Welfare and Child Protection Officer role. The latter involves LTA training and the Chairman thanked her for taking on this important position.

**Match reports** – Mixed 1 – EB noted a pleasing mid-table position in the winter league but reported relegation in the summer league to league 3, which she noted was probably a league in which we would feel comfortable. RB reported mid-table positions for the Men's 1 and noted he now had a reasonably balanced squad which was pleasing. The second teams struggled to complete all their matches and the meeting noted the importance of the first team playing down when they are allowed, and the need to persuade some of the newer members we are seeing to play matches.

The following is a list of Committee Membership and roles within the club:

Chairman	Robert Boddington
Treasurer	Sandy Roost
Membership Secretary	Henrietta Cheung
Secretary & LTA Contact	Toby Phipps
Insurance (via LTA)	Toby Phipps
Fixture Secretary	Mike Curry
Welfare & Child Protection	Henrietta Cheung
WWRSAL Liaison	Gavin Chater / Robert Boddington
Web site	Robert Boddington
Captain Men's 1	Robert Boddington
Captain Men's 2	Steve Packer
Captain Mixed 1	Emma Boddington
Captain mixed 2	Paul Vaughan
Junior Tennis	Sandy Roost / Emma Boddington
Tennis Coach liaison	Emma Boddington
Court Maintenance	Gavin Chater
Wingrave Postie & Communique	Sandy Roost

**WTC Web Site** – RB agreed to take on the management of the site. The meeting thanked Neil Pitman for maintaining it over the years.

**Wimbledon Draw** - only members who had 'opted in' and paid their subs can enter the draw. Members were drawn for the 5 tickets available. TP will notify the lucky members.

**Village Fete** – is now anticipated to be held on Sunday 15<sup>th</sup> September. Agreed we would hire the ball machine once again and SR will resurrect 'Spot the Ball' which was successful in the past.

**New Courts** – GC and TP provided an update on the new courts, which are at the planning permission stage. Whilst there remain some planning questions it is hoped that we will be able to start the courts in late June or early July. We have received grants from the PC and AVDC and there is a possibility that we will receive third from

Sport England. GC confirmed that a hedge around the perimeter was all part of the landscaping budget and he will investigate whether the old hedge could be sold given its maturity. The meeting voted on the colour of the court, which will be green inner and red outer.

**LTA Requirements** – we noted the requirements of the LTA’s Trademark status and we reviewed the newly created documents which will help us achieve this, which are anyway required to be in place by October 2018:

- GDPR (RB to email members by 25/4/18)
- Safeguarding Policy and Procedures
- Safeguarding Policy
- Whistleblowing Policy
- Diversity and Inclusion Policy
- Welfare Officer (Volunteer DBS Checks & Safeguarding tail & protection in Tennis workshop)
- Criminal Record Checks
- Risk Assessment ([http.lta-insurance-centre.com](http://lta-insurance-centre.com) / riskassessment)

We noted that our coach would need to have a DBS check (EB to arrange)

**AOB** – GC promoted the idea of team tennis shirts and will provide some samples for members to consider.