

Wickham Community Tennis Club

Minutes of a meeting held at 11am on Monday 10th November 2014 at Knowle Village Hall.

Simon Barry [Chairman], Nicki Oliver [Secretary], Alan Ediss, Thérèse Evans [Parish Council representative], Adrian Keen, Sue North, Sue Roger-Jones [Parish Council representative]

1. To receive apologies for absence **Robert Goulson**
2. To receive declarations of interest on agenda items **None.**
3. To approve the minutes of the meeting held on 11th September 2014 **Minutes approved.**
4. To review club activities:
 - 4.1 To receive and discuss a report on the Wickham and Knowle coaching programme and other sessions from AA Proprietor Chris Hull **Report from Chris circulated. There are about 60 juniors taking part in coaching. Adult cardio is well attended, other adult sessions are variable.**
 - 4.2 To receive and discuss a report on Bishops Waltham coaching programme and other sessions from Adrian Keen **The courts at Bishops Waltham are currently closed for maintenance. Coaching sessions that have taken place have been very successful.**
 - 4.2.1 Proposal to accommodate Bishops Waltham Sunday junior coaching at Wickham until BW courts re-open – two courts for one hour **Agreed. Chairman to advise Active Academy.**
 - 4.3 To review the Club's programmes to ensure they are meeting the needs of all members, to identify any additional coaching requirements
 - 4.3.1 Proposal to trial Monday evening coaching sessions for juniors and adults. To provide after school coaching for juniors and team training for adults **A request from a local coach to move his programme from Swanmore College has been received. Agreed to go ahead on a trial basis. Chairman to advise Active Academy.**
 - 4.4 Review and update all ClubMark documents / Tennismark requirements **Ongoing, action Simon.**
 - 4.5 Review of recent complaint **Nicki asked the committee to record a formal apology to Adrian for the way a recent complaint was escalated without due process. The unfounded allegation caused Adrian and his family a great deal of distress which is greatly regretted. To ensure the actions taken are not repeated it was agreed to appoint a further two or three Welfare/Safeguarding Officers with the policy of a majority agreement between the officers before any action is taken.**
 - 4.6 Appointment of Welfare Officer – requirement for additional volunteers **It was agreed to arrange a local safeguarding training session for committee members.**
 - 4.7 Feedback from Club survey **38 responses so far, Simon and Sue N to review, reminder to be sent with a closing date of 28th November.**

4.8 Feedback from 8th November Open Day – new members? **A few new memberships were generated. The team coaching session with Jem Tennis was cancelled due to the weather and will be rearranged.**

4.9 Proposal to transfer £350.63 to Bishops Waltham to separate finances **Final figure to be agreed with BWTC based on actual membership figures.**

4.10 To begin planning objectives for 2015/16 for presentation at the AGM **Refer to next meeting, proposals to be circulated prior to the 12th January meeting for discussion on the day.**

4.11 To agree date and venue for the AGM Monday 9th February 2015 provisionally booked. **To be agreed.**

5. To receive update on Club accounts

Income to date 18,037 Expenditure to date £16,451 Bank balance 28th October £11,075

5.1 Proposal to purchase a bench for the courts – **Parish Council to consider contribution towards benches and coat hooks.**

6. To receive update on membership

Current membership 334 or which 27 are ex Bishops Waltham members and 119 are juniors.

The Committee thanked Richard Watson for his role as Membership Secretary this year.

The Committee also thanked Adrian Keen for his role as Treasurer for the club since its inception.

The roles of Membership Secretary and Treasurer need to be filled.

Meeting closed xx