

Wickham Community Tennis Club

Minutes of a meeting held at 10am on 16th July 2014 at Knowle Village Hall.

Present: Simon Barry [Chairman], Adrian Keen [Treasurer], Nicki Oliver [Secretary], Alan Ediss, Robert Goulson, Sam Marston, Sue Roger-Jones [Parish Council representative].

Agenda

Prior to the start of the meeting it was agreed to formally thank Richard Watson for his sterling work as Membership Secretary which is greatly appreciated by the committee. Action Chairman.

1. Apologies **Thérèse Evans [Parish Council representative], Chris Hull, Sue North, Richard Watson [Membership Secretary].**
2. To approve minutes of meeting held on 6th June 2014 **Minutes approved.**
3. To consider an offer by Nicki Oliver to return to the committee on a temporary basis in the role of Club Secretary **Agreed.**
4. Treasurer's report (to include proposal to employ the firm of Beheganlynes as accountants). **Adrian advised that the balance on 14th July was £16,718. He outlined concerns regarding coaching financial viability and it was agreed to circulate detailed costs to date and forecasts to the end of the year to the committee. It was also agreed that a summary of accounts should be circulated to the committee prior to each meeting.**

Adrian confirmed the information required from the coach to enable accurate accounts to be prepared. This includes a copy of registers - money collected at each session and who attended. A draft spreadsheet that can be easily completed by the coaches to be prepared by Adrian.

The following expenditures were approved: adult newsletter £15 every other month plus £45 for setting up a template, junior newsletter £30 every other month plus £45 for setting up a template.

A contribution towards an away tournament for juniors of £48.

Proposal to employ accountant referred to next meeting.

5. To review Chris Hull's expiring contract **There was unanimous support for Chris and the great work he has done to promote tennis through his coaching programme. It was agreed that the coaching contract should be reviewed and renewed.**

The focus for the new contract is to achieve a self funding coaching programme with the additional aim of securing hire fees for using the Club's facilities.

It was agreed that Simon, Robert and Nicki would work towards negotiating a new contract with Chris Hull.

6. To review the matter of club governance **It was noted and agreed that committee members and coaches should follow correct communication procedures.**

7. To review and ratify a proposal sent by the Chairman to Adrian Keen and Chris Hull to clarify "partnership" between WCTC and those setting up tennis activity in Bishops Waltham. Matters for review:

7.1. Subject to a review of the coaching programme, Wickham Community Tennis Club retains the services of Active Academy to provide coach-led activity at Wickham Tennis Club and at Knowle Community Hall. **Agreed, see item 5.**

7.2. In the short term, Wickham Community Tennis Club will permit a member or members of the committee to promote tennis activity (including coach-led sessions) at the Hoe Road Recreational Site under the banner of Bishops Waltham Tennis Club (NEW). Any coach-led activity or promotion thereof will be funded solely by monies 'gifted' from Bishops Waltham Tennis Club (OLD), membership fees for Bishops Waltham Tennis Club (NEW) and funds generated from coach-led activities at Hoe Road. The term of this clause is to be determined. **Agreed with the exception of the use of Bishops Waltham membership fees which will remain with WCTC as a new Bishops Waltham Club does not yet exist. The positive contribution to Club funds through additional Bishops Waltham memberships and the opportunity for WCTC members to use Bishops Waltham courts was noted.**

7.3. As soon as is practicable, Bishops Waltham Tennis Club (NEW) will set up its own committee, including representation from Bishops Waltham Parish Council. The BWTC committee will have autonomy from WCTC committee to make decisions regarding finances, club programmes, employment of coaches, etc. WCTC will continue to offer support to BWTC, particularly intelligence in setting up a new venture. To ensure that BWTC is viable in the first instance, and to provide clarity of the intent to re-launch BWTC, any membership funds so far received from BW residents and deposited in the WCTC account will be returned to BWTC. **It was agreed that this was the long term aim of the project following the support programme agreed at the 2014 AGM.**

7.4. To demonstrate the willingness of both clubs to share intelligence and resources members of either club will continue to enjoy the benefits offered by both clubs in regard to access to both open and coach-led activities at Wickham Tennis Club, Knowle Community Hall, and Hoe Road; in order to

ensure transparency and openness the pricing structure for membership and for coach-led activities will be identical in both clubs. This 'partnership' will be subject to a trial period, with periodic reviews to assess viability and to address any potential conflicts of interest. The term of the partnership and review intervals are to be determined. **It was agreed the pricing structures should be identical across all facilities. It was noted that the coach at Bishops Waltham has agreed to pay to use the courts for his programme.**

8. To review lines of communication both within the committee and with the membership **It was agreed to review the Club's Facebook page to see whether a Facebook group might be more inclusive for members. All communications are under review. It was agreed that committee members should speak rather than email wherever possible and be mindful of the need to remain responsible and respectful to each other, the coaches and members.**

9. To review the proposed club Open Day **There may be an opportunity to join the Taste of Wickham Festival on 14th September to promote the Club.**

10. To congratulate Catherine on organising a forthcoming Junior Tournament. **Agreed, Catherine's contribution to the coaching programme has been much appreciated.**

11. To consider a request for a team coaching programme. **Simon to progress. The teams have also requested new furniture for the pavilion. It was agreed to ask for quotes for the furniture required from the teams.**

12. To ascertain the result of a proposal to offer free membership at the Bishops Waltham carnival. **The free memberships have been taken up by some Bishops Waltham juniors.**

13. To review the achievements of the club newsletter **Concerns have been raised by members that not all received the last edition of the newsletter. Sam confirmed she had used the email addresses provided.**

14. To consider an enquiry from Chris Hull regarding continuation of free coaching for Adam Moore **It was agreed that this should continue.**

Meeting closed 1.50pm