

COLESHILL TENNIS & SPORTS CLUB

Minutes of Committee Meeting on Monday 9th July 2018

Present : Pauline Hoskin : *Chairperson*; David Arrand: *Treasurer*; David Wood : *Secretary*; Michael Wood: *Membership*; Jane Breeden: *Tennis Manager*; Rebecca Breeden: *Communications*; Sam Peace : *Coaching (part of meeting)*

Apologies: Tina Wiggin: *Social*

Minutes of last meeting. Agreed, circulated and put on notice board.

MATTERS ARISING FROM LAST MEETING.

- **External paving renewal.** An estimated quote of £2k has been provided, by Chris House, for the relaying of the brick wall and paving area alongside the clubhouse, as previously discussed and minuted. It was agreed to give Chris the go ahead, to carry out the work, as there remains a potential trip hazard. Work to relay the other areas of paving will be kept in abeyance for now. Dave W to speak to Chris asap.

- **Interior lounge floor renewal.** No further action since the last meeting. We are still waiting for Lynne Ward to contact Gary Lloyd regarding the lounge floor covering refurbishment.

- **Courts 3 & 4 update & The Rock rejuvenation.** All of the remedial works including the application of a further 2 tonnes of sand, have now been completed and the courts are back in use. We may require another 1 tonne of sand to be applied to the playing surfaces; this will be monitored and dealt with accordingly. We have had a guide price of £12,478 (excluding removal of old carpet and any work to the under base) for relaying the Rock with artificial grass, from KPA Tennis Services Ltd. Jane has had some samples of the types of artificial grass available. Having considered this, the committee agreed that we will still go ahead with the proposed rejuvenation process of the Rock, in October, which should extend the life of the existing surface for 2 or 3 years.

- **PRIORITY MATTERS.**

- **Review of Committee roles & job descriptions.** It has been some time since the job descriptions of committee roles have been reviewed. Certain items were discussed, at the meeting, however, it was agreed that Pauline and Dave W would carry out a review of all roles and amend or update as required.

FORWARD DIARY REVIEW : None

CAPEX : none.

COMMITTEE REPORTS.

- **Tennis Manager.** Nothing further to add this meeting other than Jane will not be able to attend the club, after 30th July for about 8 weeks, due to a forthcoming operation. It was agreed that Jane will continue in her role and communicate with the committee as necessary.
- **Communications.** Becky has placed an advert promoting the club in the Curdworth Crier, which will be in the August edition. She will also get prices for advertising in the Coleshill papers, the new Love Coleshill and NWBC Sports magazines. Becky has spoken to some of the younger members about what social media they use and Facebook, Instagram and Snap Chat were the most popular. She will bear this in mind for future advertising of club events, etc. A member has asked Becky to mention the possibility of getting some more benches and portable tables for the outside areas. The main problem with this is storage and responsibility for putting the items away when not being used. Becky also said that she, amongst other committee members, have been asked if we can provide a selection of different gins behind the bar. Becky suggested we could consider holding a gin party, when samples of different gins would be available, to gauge which ones are most popular. The committee will look further into these matters accordingly. Becky mentioned that some kitchen items seem to go missing from time to time and suggested we have a check list of which items belong to the club. It was thought this would not be practical and would involve yet more work mainly for a committee member. Certain items have already been marked up with 'CTSC' on them and maybe more could be included to identify our property. One other consideration was to ask for a breakage / loss deposit, on room hiring, but it was felt that this would be very difficult to practically control.
- **Coaching / Junior rep.** Sam stated that the last junior coaching session, before the summer holidays, will be on Sat 21st July. He intends to hold a fun and games session, on that day, for all juniors to attend and he will advise parents accordingly. He is also starting up some more adult clinics, Mondays and Thursdays evenings during the summer. Some of the adults who attend Friday cardio sessions, are non-members and they will now be asked to become either senior or social members of the club.
- **Treasurer.** Latest financial report presented to the meeting. Following an upgrade of the phone and broadband systems, BT offered for us to continue with BT Sports at £114 per month, which is a third off normal price. The committee were unanimous that we would not be able to justify this cost and Dave will cancel the subscription asap. Mike mentioned that requests for a card payment option, for purchases from the bar, have increased particularly during functions. However, as discussed by the

previous committee last year, this would involve yet more administration for bar staff and particularly for Dave as Treasurer. This will be looked into again, in future, if the requests persist.

- **Membership.** A total of £13,775 in membership renewals received to date. The overall number of members rejoining, in all categories, is 160. Definite non-renewals are 20 in total.
- **Secretary.** Gary Downton has asked if he can organise French Boules games on the lawn, as a way of introducing another sport to the club. He will provide the equipment and arrange some competitions. This was agreed by the committee.
- **Chairperson.** Nothing further to add to the meeting.
- **Social.** Tina on holiday. Pauline suggested that members / guests attending 'Off The Hook' on Saturday 14th July, will now be asked to pay on the door, as we have had only two pre- paid so far.
- **Maintenance.** Position vacant.
- **A.O.B.** None

Meeting closed at 10.15 pm.

Refreshments £11.20

Next meeting – Monday 10th September 2018 @ 7.00 p.m.