

Minutes of Committee Meeting

Held at 76 Old Barrack Road, Woodbridge

7:15pm on Thursday 19th September 2019

1. Apologies for absence. None

Present: Steve Lemon (Chair), Linda Parsons (Welfare/minutes), Adrian Yates (Membership), James Yates (Administrator), Simon Carter (Treasurer), Kurt Goddard, Duncan Ford, Marty Thorpe, Jon Mansfield (Coaching), Simon Evans (Club Captain)

2. Minutes of last meeting –agreed and approved.

3.Safeguarding and Inclusivity (LP)

In June JY/LP met with the LTA representative, Alan Hodges, for the WTC Safeguarding Audit. WTC achieved all the minimum standards required for LTA accreditation.

List of roles requiring a DBS check, and when they are due for renewal, held by the administrator and a copy sent to the Chair.

Committee discussed suggestions for further promoting safeguarding and inclusivity.

- ‘Junior Ambassador’ role – discuss practicalities LP/JM
- Identifying coaching staff and helpers. Kit/lanyards? Discuss once branding decided. (see 9)
- Welfare officer woodbridgetennis email address to be used for continuity
- Inclusivity – meet with Woodbridge Council Town Clerk to share ideas SL/JM/JY/LP

4. Maintenance (AY)

All maintenance on gates has been completed.

Floodlights to have ultra sound safety testing. AY to arrange. AY

Wire panels in gates require some attention. AY

Mid court fencing maintenance next year.

Court painting complete. Excellent job.

Leak from café onto patio. Inform council. SL

Issue with sensor light. Batteries? SL

Electric gate to courts. Costs not justifiable.

Pavilion security code to be reset. JY

Paving slab maintenance. DF/SL/MT

5. Coaching/Playing Affairs

New sessions of Tennis4kids (LTA initiative to introduce children new to tennis) later in September. JM

Other events such as Team Challenges.

What’s On at WTC poster with events for next few months completed and ready to send to members.

JM

6. Matches (SE)

65-70 members have represented the club in matches over the summer. Around a third of adult membership.

5 of 7 teams promoted.

SE progress updates during the summer were positively received.

Summer League organiser has asked to forward the Club Guide produced by SE to all clubs in the League. Agreed on proviso of acknowledgement to WTC.

Winter squads sorted.

Friendly fixtures in addition to leagues.

David Lloyd winter use. Canvass interest and check availability. JY

Davis Cup social event.

7. Membership Report (AY)

Seniors - 194 Free of Charge - 6

Juniors – 137 Free of Charge - 21

Anticipate full year figures will be broadly on a par with last year.

8. Treasurer's Report (SC)

Around £55,000 in reserves – much of this is accrued for major maintenance over the next 3 years.

Awaiting some invoices. Look at options for deposit accounts. SC

Investigated registering for VAT. Committee agreed not beneficial for the club.

9. Branding (SE)

At present a mix of logos/headings used by the club on social media, documents, clothing etc.

SE showed a variety of club logos and some potential suggestions for a future club logo. 3 to be explored further. SE

Final decision to be voted on. Ctte

Club to hold no kit. All purchasing through a supplier website.

Discussion around brands and suppliers of kit. SE/JY

Welcome pack agreed. Any corrections to SE. Forward to all present members. SE/Richard Ginger

10. Matters Arising

Drone footage of Woodbridge which includes the courts. Could be edited for use on the website etc. SL

AY/JY/SE attending the East Suffolk Council Awards in October. WTC in contention for Club of the Year.

Christmas Meal – Thursday 17th December - The Table. Maximum 25 places DF

11. Next Meeting

7:15 at 76 Old Barrack Road Thursday 16th January 2020

The meeting concluded at 8:45