

## **COOMBE WOOD LAWN TENNIS CLUB**

Minutes of the 2019 Annual General Meeting held on Wednesday 13 March 2019 at 8.00p.m in the clubhouse.

### **Attendees:**

Robert Gale, John Bryant, K. Nandakumar, Narayanan, Heather McAtackney, Paul Baxter, Nicki Tattersall, Jan Stewart, Lester Korzilius, Heather Korzilius, Brian Iles, Margaret Iles, Nandini Narayanan, Cesar Fernandes, Vakhid Saparou, Tim Husain, Richard James, Chris Durkin, John Walton, David Early, Ian Stewart, Frances Bance, John Gordon, Belinda Grove, Edith Stefan, Andy Brownen, Douglas Emslie, Meryl Lloyd, Gary Jordan, Louise Davis, Chris Lewis, Allan Lloyd, Pete Bell, Catherine Pockson, Daniel McQue, Bob Blunden, Val Jermy, Ceri Booth, Kerry Ono, Mary Cruickshank, Matthew Cruickshank, Mike Bourne, John Lewis.

1. The President, Mike Bourne, opened the meeting.
2. The minutes of the 2018 Annual General Meeting were approved.
3. Mike then gave his report on the activities of the club over the past year.  
Highlights included:

- A major focus for the club this year was dealing with the proposal received from the developers of Links Cottage to build a block of flats on the property with vehicle access via the club's lane. A significant amount of time was spent by the committee evaluating the proposal and assessing the pros and cons. An Extraordinary General Meeting of the club's members was held in December at which the members voted unanimously to reject the offer and a significant majority also voted to reject any potential enhanced offer.
- Congratulations were given to Tim Sagar for winning the men's singles title for an incredible 13<sup>th</sup> time and to Natasha Sherrard for winning the ladies' singles. Our Men's 1st team continue to perform at a high level, finishing third in Division 3 of the Surrey league. The Ladies 1st team gained promotion from their division last summer. Thanks were extended to all of the captains for their great work in running the individual teams.
- It is now nearly two years since Ollie Lloyd was made Head Coach and considerable progress has been made in this time. Our coaching programme

has expanded, membership has increased and there is a very positive feel about the junior section of the club.

- The positive feel extends to our well attended holiday camps, which are open to non-members as well as members of Coombe Wood. As a result, this success has helped to increase the membership of the junior section, with children choosing to join the club and approximately 75% of our juniors now participate in the junior coaching programme.
- All standards of tennis are catered for and for those wanting competition against other clubs, we have once again entered teams into the Aegon League. These matches can only go ahead with the help of parents to manage teams and drive the children to away fixtures, so do please get involved if you have a child playing team tennis.
- A small number of children are now playing a few competitive tournaments independently, which is very encouraging and is ultimately what we want for them.
- Our adult coaching programme was busy this year with Beginner/Improver, Improver/Intermediate and Cardio Tennis all proving very popular with a loyal following.
- Junior social tennis on Friday nights ran successfully again last summer. Emma McDonald and a small group of parents who take it in turns to supervise the sessions and thanks goes to them for taking this on.
- Our Junior Qualifying Day for the club tournament was, once again, a highlight in the club calendar. Approximately 90 children turned out on a hot summer day to battle it out for places to play on Finals Day which was held on July 14th.
- Meryl Lloyd is stepping down as Juniors Secretary after 29 years in the role. This is a tremendous achievement and we really can't thank her enough for her tremendous work and dedication to the club. When David Gibbons asked Meryl to help promote the junior section back in 1990, we had less than 50 junior members. Within a year numbers were up to 100 and everyone was worrying about how we would cope with so many juniors. We did and we have not looked back, with numbers at 230 on average over the years. Chris Durkin has kindly volunteered to take over from Meryl and we wish him every success as the new Junior's representative.
- Thanks were extended to all of the coaching team who help Ollie greatly throughout the year, in particular Harry who has been such a welcome addition and asset to Ollie personally as well as the club.
- We held an open day as part of the great British Tennis Weekend in May, but the weather that day was awful and few people ventured out, so it did not

generate many membership enquires. Despite that, we have seen a steady flow of membership applications throughout the year. After a dip in 2016, our membership numbers are now in a very healthy state and are showing a steady upward trend in both adult and junior categories.

- During the year we installed iPads to record bar sales, teas sales and to register visitors, getting rid of the last paper-based membership systems. This has greatly simplified the production of creating members bills.
- We also launched a club member's website which handled the Wimbledon ballot draw, registration for the summer tournament and sales of tickets for social events such as the Centenary Ball.
- Thanks were given to Ian Stewart for leading our Membership activities and for all of the time he has once again spent in developing and updating the club's membership administration systems.
- Thanks were also given to Belinda Grove who continues to oversee our grounds work.
- At the start of last summer season we renewed most of the court nets and invested in some wooden benches and new coat pegs for each court.
- We continue to use SSP to perform quarterly maintenance on all 7 courts - we think this is very important as the courts are our most valuable assets.
- Nigel from Willow landscapes continues to keep the grounds looking beautiful and a big thank you was given to James Cruickshank for all his work clearing leaves during the autumn and keeping the grounds litter free and tidy.
- We also carried out some electrical maintenance and improvements both externally and in the club house to ensure the club could achieve the requirements of the electrical safety certification. Thanks were given to Ian Stewart and John Lewis for overseeing this work.
- On the social front, a cocktail and canape evening was held, finals day, including the family barbecue afterwards, again proved to be incredibly popular and the end of summer party was also a resounding success. We are now doing teas after social tennis every Saturday and it is gaining momentum. Thank were given to Nandini for her great work overseeing these social activities.
- The Club also completed the update of its key governance policies during the year with a focus on ensuring our Safeguarding, and Diversity and Inclusion policies are up to date and in line with LTA best practice. Thanks were given to Matthew Cruickshank for leading this project and to Val Jermy, our Welfare Officer for ensuring Safeguarding considerations are taken in to account in everything we do. These activities have helped ensure

that the club met the minimum standards introduced in 2018 by the LTA for all registered tennis venues.

- It was highlighted that 2019 is the club's Centenary year. A full programme of events is planned with the highlights being a Centenary Ball on Saturday June 15th and a Family Fun Day on Sunday September 8th. The planning and organisation for the Ball is being led by Chris Lewis who has been working tirelessly on the project for several months supported by a team including Jan Stewart, Nandini Narayanan, Nathalie Pengilly and Nicki Tattersall. Thanks were extended to Chris and the team for their hard work on this so far and in the coming weeks.
- Thanks were again also extended to Meryl Lloyd who has been working hard on planning for the September event which we hope will attract as many juniors and their parents and families as possible. This will again involve lots of organisation and we will need support from parents to bring it together to make a successful and memorable day. Members were asked to get in touch with Meryl, Ollie or Chris Durkin if they can help in any way.

Mike finished his address by noting that the Club is run by volunteers and it is their work which makes it such a success. He said thank you once again to the Committee.

4. Mike then handed over to Paul Baxter who presented the accounts for the year ended 31 December 2018, copies of which had been made available to the meeting. It was noted that:

- It was another stable year for the club financially, one in which we saw membership income grow whilst we had a lean year in terms of expenditure. This has enabled us to start to build up the reserves for upcoming projects. The first of which is the refurbishments of Courts 6/7 planned for the Autumn and which will cost around £52k
- Total income for 2018 had increased to £94,767 from £85,465 from in 2017, reflecting higher subscription fee income and higher coaching revenue.
- Expenditure excluding projects for 2018 was broadly in line with the previous year.
- Only £11,336 was incurred on projects in the year and overall the club had a surplus for the year of £41,080 compared to a deficit of £38,880 in 2017.
- As a result, the club was in a strong position at the year-end, with net assets of £113,049, including cash balances of £93,482.

A resolution to adopt the accounts for the year ended 31 December 2018 was approved by the meeting.

5. A resolution to approve the subscription fees for the membership year starting 1 May 2019 was approved with the fees as follows:

Membership category:

• Full	£265
• Under 26	£100
• Country & midweek members	£170
• Off peak	£170
• Parent	£80
• Non-playing (including Bridge)	£30
• Junior members	£80
• Cadets	£36
• Joining fee	£100
• Visitor's fee	£7 adult £3 junior

6. The election of the officers of the club and members of the committee were approved as follows:

Officers:

- Mike Bourne - President
- Heather McAttackney - Chair
- John Walton - Honorary Auditor
- Robert Gale - Honorary Secretary
- Paul Baxter - Honorary Treasurer

Other committee members:

- Ian Stewart - Membership Secretary
- Belinda Grove - Grounds Secretary
- Meryl Lloyd - Juniors Secretary
- Daniel McQue - Match Secretary
- Nandini Narayanan - Social Secretary
- Val Jermy – Welfare Officer
- Oliver Lloyd

- Matthew Cruickshank
- Gary Jordan
- Jan Holman
- Chris Hughes
- John Lewis
- Chris Durkin
- Nicki Tattersall

7. Resolutions were approved to grant Honorary Life Memberships to Ian Stewart and Jan Stewart in recognition of their long service on the committee. Ian has been Membership Secretary and Jan Social Secretary for many years. They both also play vital roles in the general running of the club. Ian has invested an incredible amount of his personal time developing all of our IT systems, runs the tournament and is the point person for dealing with many day-to-day clubhouse and grounds matters. Jan has played a significant role in all of our major projects and social activities for many years.

8. An update was given on projects carried out in 2018, principally:

- Compliance with LTA Minimum Standards
- New safeguarding, diversity and inclusion policies in place
- IT systems updated to comply with GDPR requirements
- Club website for members: [www.coombewoodltd.com](http://www.coombewoodltd.com)
- Teas, Bar and Visitors Book transferred to iPads
- New court benches, nets and clothes hooks
- Electrical improvements
  - Car park lights
  - Courtesy light by courts 6 & 7
  - Terrace floodlights

9. The rolling 5-year expenditure plan was outlined. This includes:

- Refurbishing the changing rooms
- Re-surfacing of courts 6&7
- Development of the lane
- Improvements to the terrace

- Evaluation of LED floodlights
- Re-surfacing of courts 4&5

10. Expenditure for 2019 was approved as follows:

- Normal club operating expenses: £45,000
- Resurfacing of courts 6&7: £55,000
- Refurbishment of changing rooms: £20,000
- Centenary events: £10,000
- Other/contingency: £10,000

11. Ian Stewart outlined the proposed process for the Wimbledon ballot, which would be held on Saturday 4 May.

12. Key dates for club events in 2019 were noted as follows:

- Eric Smith Memorial Tournament Sat 27 April
- Summer Tournament Draw Mon 29 April
- Wimbledon Ballot Sat 4 May
- Open Day Sat 18 May
- Wooden Racquets Tournament Sun 26 May
- Centenary Ball Sat 15 June
- Junior Tournament Qualifying Day Sun 30 June
- Centenary Finals Day Sat 13 July
- Family Fun Day Sun 8 September
- Adult & Junior Tournament Sun 6 October

13. The following questions were raised by members:

- a) Court Reserve – does this cover all courts? It was pointed out that it covers courts 6 and 7 this year. The rest will then be carried over.
- b) Tennis balls – could we have more expensive balls as we don't spend a lot on them? It was pointed out that the cost of balls is regularly reviewed and the latest balls, Dunlop ATP, are already more expensive than the previous ones that we used.
- c) Do we want to put more balls out in Winter, due to the weather conditions? It was thought we should not put more out in wet weather. At the moment balls go out at every social session.

- d) Who sets the subscription for Bridge? These are recommended by the Committee and approved at the AGM.
- e) Would it be considered to have a Club Manager? This question is regularly reviewed by the committee. At the moment a manager is not needed but it is something we would need to consider in the relatively near future.

14. There being no further questions and no further business, the meeting was declared closed.