

COOMBE WOOD LTC

NOTES FROM MANAGEMENT COMMITTEE MEETING

May 1st, 2023, at 6.00pm on zoom

Present: Rob, Ian, Jan, Val, Chris, Heather,

Apologies: Nandini, Paul

1. Terrace:

A good start has been made on the terrace and the planting plan has been agreed.

The club will need to be closed for two mornings when the slabs are being delivered. There is a large sign for Spencer to put at the end of the lane and Ian will send an email to members 24 hours in advance to remind them. **Action: IS.**

2. Welfare:

There has been a good response to the request for DBS checks from the Disability Tennis volunteers.

Val has updated the role description for Junior Team Coordinator (formerly Junior Team Captain) and will send to the LTA safeguarding team to see if DBS checks are required. **Action: Val**

Val has also updated the risk register for junior team matches.

Kerry Ono and Sarah Bishoprick will review the Disability Tennis Volunteer role description as they are involved with the project.

There has been one safeguarding/behaviour issue involving a very young child which did not need to be escalated but has been managed by Oli speaking to both sets of parents.

The LTA have released updated policies so Val will diary a review/update of our safeguarding policies for end September. **Action: Val**

3. Disability Tennis

First week was led by Natasha and was very well attended.

There was chaos in the car park, but a number of attendees have blue badges so will be encouraged to park on the road.

4. Social Tennis

Turn up and play with pairs organised by Ollie from 2pm to 4pm will start Saturday 6th May. There is a slight issue with the old sign-up page which IS will investigate. Action IS.

5. New Member Playing In Sessions.

On Saturday we had 4 very good men players and on Sunday more intermediate players. So far 13 new members have set up DDR.

We plan to run two more playing in sessions at the end of May, giving attendees more notice as there were several no shows. We probably have space for more than 23 new members, but IS will confirm when resignations have been processed. **Action: IS**

6. Proposal from IS to charge for provision of IT systems and services.

The meeting agreed with the charging of a percentage transaction fee as set out in the proposal from IS that had been circulated in advance of the meeting. IS spends a tremendous amount of time developing and supporting the IT systems and it is unreasonable to expect him to continue to do this for free. The transaction fee will include the cost of hosting services which are currently recharged to the club.

OL has said he does not believe he should pay for the IT systems used by the coaching team but that it should be funded by the Club. The meeting discussed and concluded that as OLT has grown to be a far bigger business than envisaged at the outset, if he did not use the systems developed by IS he would have to use an alternative and would be paying licence fees and transaction fees to someone else, so it is reasonable to pay the fee proposed by IS. It was agreed that this should be a matter for discussion between IS and OL. **Action: IS**

The updated coaching contract will need to include provisions regarding sharing of data between OLT and the club. **Action: RG**

7. AOB:

- Where Junior members have entered the Club tournament their parents must be contacted when arranging matches.
- IS has registered the club with Tennis Nuts.com which will give members a 5% discount on online purchases.

/end