



# Annual General Meeting

Wednesday 13 March 2019

# Agenda



1. The President to read the notice convening the meeting
2. To approve the minutes of the 2018 Annual General Meeting
3. To receive the President's report
4. To receive the Honorary Treasurer's report
5. To adopt the accounts of the club for the period ended 31 December 2018
6. To approve the subscriptions and fees for 2019
7. To elect Officers and Members of the Committee
8. Appointment of Honorary Life Memberships
9. Projects completed during 2018
10. Five year plan
11. Approval for 2019 Expenditure
12. Wimbledon ballot
13. Diary dates
14. Any other business

# President's Report

Mike Bourne

# Honorary Treasurer's Report

Paul Baxter

# COOMBE WOOD LAWN TENNIS CLUB

## Income and Expenditure Account for the year ended 31 Dec 2018



<b>INCOME</b>	<b>Year End 31-Dec-18 £</b>		<b>Year End 31-Dec-17 £</b>
<b><u>Tennis subscriptions &amp; fees</u></b>			
Full, Parents & Students	58,404		57,234
Midweek & Country	1,148		1,106
Enrolment fees	2,050		1,675
Juniors & Cadets	15,213		13,242
Non Playing members	594		540
Coaching fees	9,788		5,728
Visitors & schools	2,046		747
	<b>89,243</b>	<b>11%</b>	<b>80,272</b>
<b><u>Surplus on Bar sales</u></b>			
Sales	3,344		3,976
Less: Cost of sales	(3,102)		(3,338)
	<b>242</b>		<b>638</b>
<b><u>Other surplus income</u></b>			
Teas & social events	635		524
Bridge - memberships & rentals	3,748		3,270
Interest received	189		36
Tournaments & other income	710		725
	<b>5,282</b>		<b>4,555</b>
<b><u>TOTAL INCOME</u></b>	<b>94,767</b>	<b>11%</b>	<b>85,465</b>

## EXPENDITURE

Rent, rates & refuse collection	3,197	2,995
Electricity	9,066	7,310
Insurances	2,964	2,919
Postage, Phones, Stationery & Advertising	1,964	965
Pavilion Costs & Cleaning	5,290	4,371
Tennis Balls	2,292	1,959
LTA Subscriptions, league fees & trophies	1,487	1,828
Grounds upkeep	9,233	9,103
Court equipment & refurbishment	6,025	7,311
Coaching support	833	1,487

## TOTAL EXPENDITURE

**42,351**      **5%**      **40,248**

## INCOME LESS EXPENDITURE

**52,416**      **45,217**

Car Park & Barrier Replacement	(1,822)		(649)	
Clubhouse extension	(1,674)		(76,614)	
Clubhouse & grounds improvement	(7,076)		(5,080)	
Other one off costs	(764)	(11,336)	(1,754)	(84,097)

## SURPLUS/(DEFICIT) FOR THE YEAR

**41,080**      **(38,880)**

**COOMBE WOOD LAWN TENNIS CLUB**  
**Balance Sheet as at 31 December 2018**



	31-Dec-18 £	31-Dec-17 £
<b><u>Fixed assets</u></b>		
Pavilion at Cost	2,772	2,772
Investments in and loan to CWLTC Ltd	8,306	8,306
	<b>11,078</b>	<b>11,078</b>
<b><u>Current assets</u></b>		
Bar stock	1,030	1,011
Debtors:      Owed by Members	7,544	8,350
Advance expenditure - Ball	1,618	0
Owed by Ollie Lloyd Tennis	3,312	3,978
	<b>13,504</b>	<b>13,339</b>
<b><u>Cash</u></b>		
Nationwide current & deposit account	2,100	4,820
Santander current & reserve account	85,558	42,462
Barclays Bank Treasurers Account	279	43
Britannia Building Society	5,545	5,545
Note 1	<b>93,482</b>	<b>52,870</b>
<b><u>Creditors</u></b>		
Owing to Suppliers	5,015	5,318
	<b>5,015</b>	<b>5,318</b>
<b><u>NET ASSETS</u></b>	<b>113,049</b>	<b>71,969</b>

Note 1 - Cash reserves include £5,000 donation from Mr D Gibbons to be used for Junior Development

## **RESERVES**

### ***General reserves***

Balance as at 1 January

31-Dec-18

£

41,142

31-Dec-17

£

108,278

Transfer: Court refurbishment reserve  
Deficit for the year

(64,200)

41,080

(28,256)

(38,880)

**Balance as at 31 December**

**18,022**

**41,142**

### ***Court refurbishment reserve***

Balance as at 1 January

£

30,827

£

2,571

Transfer: General reserve

64,200

28,256

Balance as at 31 December

95,027

30,827

## **TOTAL RESERVES**

**113,049**

**71,969**



To adopt the accounts of the  
club for the period ended 31  
December 2018

# Subscriptions and fees for 2019

# Proposed subscriptions and fees



	Proposed 2019	2018
Full	£265	£250
Junior members	£80	£75
Cadets	£36	£35
Under 26	£100	£95
Country & midweek members	£170	£158
Off peak	£170	£158
Parent	£80	£75
Non playing (including Bridge)	£30	£27
Joining fee	£100	£100
Adult visitor	£7	£6
Junior visitor	£3	£3

To approve the subscriptions,  
fees for 2019

# To elect Officers and Members of the Committee for the coming year



## Club Officers

President  
Chair  
Honorary Secretary  
Honorary Treasurer  
Honorary Auditor

Michael Bourne  
Heather McAttackney  
Robert Gale  
Paul Baxter  
John Walton

## Committee Members

Matthew Cruickshank  
Val Jermy – Welfare Officer  
Gary Jordan  
Chris Lewis  
John Lewis  
Meryl Lloyd  
Ollie Lloyd  
Jan Stewart  
Nicki Tattersall

## Management Team

Membership secretary  
Match secretary  
Social secretary  
Juniors secretary  
Grounds secretary

Ian Stewart  
Daniel McQue  
Nandini Narayanan  
Chris Durkin  
Belinda Grove

# Honorary Life Memberships

# Projects Completed in 2018 & Five Year Plan

Rob Gale

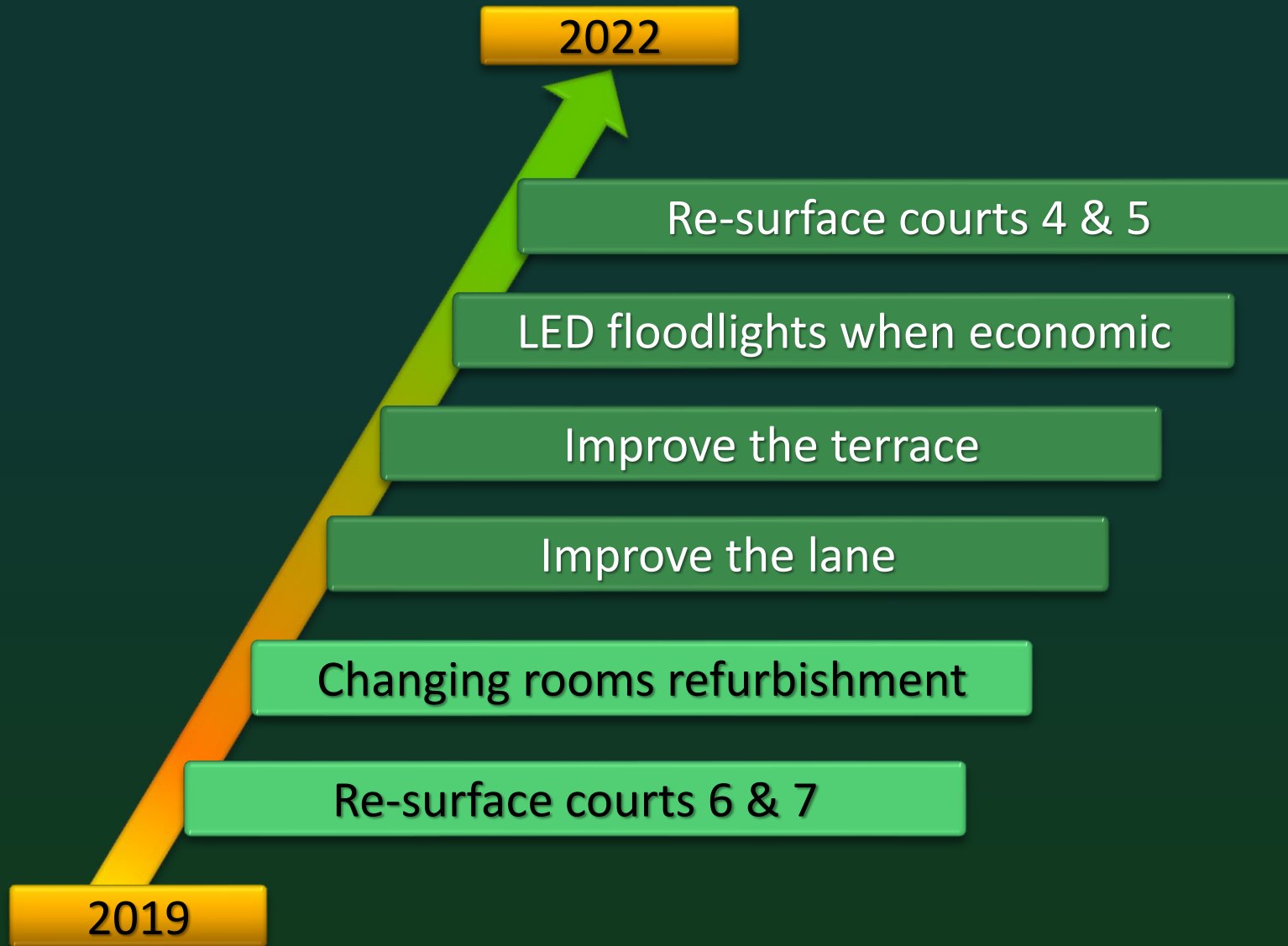
# Projects completed in 2018



- 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
- The planned lane lighting project was postponed due to uncertainty over Links Cottage



# Five year plan



# Proposed Expenditure in 2019<sup>1</sup> for Approval

1919  
2019



	Estimated amount
Normal club running costs	£45,000
Resurfacing of courts 6 & 7	£55,000
Changing rooms refurbishment	£20,000
Centenary events	£10,000
Other/contingency	£10,000

To adopt the accounts of the  
club for the period ended 31  
December 2018

# Wimbledon Ballot



- Our ticket allocation will be announced on 18 March
- The ballot will be held on **Saturday 4 May at 5pm**
- To be eligible you must:
  - Be a British Tennis member who opted-in to the 2019 ballot
  - Have paid your 2019 subscription by 1 May 2019
- The ballot process will be the same as last year, with an online system to indicate your preferred or unwanted ticket dates

# Diary dates



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

COOMBE WOOD  
**CENTENARY BALL**  
15 JUNE 2019



**Over 150  
tickets sold!**

*Arrive at 6.45 pm for  
welcome drinks and canapes  
on the terrace*

*At 7.30 pm move into the  
grand marquee on court 1*

*Enjoy a 4-course dinner with  
complementary wine*

*Enter the raffle to win big  
prizes*

*Dance to a superb 6-piece  
band and disco*



Any other business



1

1919  
2019

