

COOMBE WOOD LAWN TENNIS CLUB

Minutes of the 2021 Annual General Meeting held on Wednesday 21 April 2021 at 7.30p.m. as a virtual meeting by Zoom.

Attendees:

Mike Bourne, Robert Gale, Heather McAtackney, Paul Baxter, Ian Stewart, Penny Bourne, John Cheung Nicki Tattersall, Ollie Lloyd, Lester Korzilius, Heather Korzilius, Jon Rushforth, Claire Arthur, Belinda Grove, Nathalie Pengilly, Eileen McGowan, Chris Lewis, John Lewis, Alexandra Capes, Alan Bentham, Jo Haigh, Chris Durkin, Shaun Bullard, Nandini Narayanan, Gopalan Narayanan, Fiona Spence, Edith Stefan, Gary Jordan, Louise Jordan, Jan Stewart, Richard Senger, Bob Blunden, Meryl Lloyd, Allan Lloyd, John Walton, Margaret Iles, Brian Iles, Wendy Siegel, Peter Pye, Margaret Wrightson, Val Jermy, Kalyana Nadnakumar, Yaroslav Kulyk, Stefan Opitz, Ghulam Mustapha, Tessa Clarke, Peter Millett, Sandra Hurl, Anthony Gray, Armand Shahverdian, Claire Randall.

1. The President, Mike Bourne, opened the meeting.

He noted that because of continuing Covid restrictions, we were having to hold the AGM virtually and explained certain meeting protocols that would need to be followed, including how to register attendance, how to ask questions and how voting would be carried out.

2. The minutes of the 2020 Annual General Meeting were approved.

3. Mike Bourne then gave his report on the activities of the club over the past year.

The Covid pandemic had seriously curtailed activities during the year and our priority at all times had been the health and safety of our members. Sympathies were extended to all members who had been affected by Covid or have had family members impacted.

Sadly, three of our longstanding members had passed away recently.

Audrey Marsh, who was Mike's predecessor as club President, died in February after a short illness. Audrey joined Coombe Wood in 1954. As well as being an excellent tennis player, Audrey played a huge part in the running of the Club, serving on the Committee for many years. She was the Club's Honorary Treasurer for 14 years and later became the Club's first lady President.

Audrey's passing is a great loss to the club. She was a lovely lady and will be missed by everyone who knew her.

John Denbigh, who would have reached 40 years of membership and remained an active player until recently also sadly passed away at the start of 2021.

Chris Haworth, passed away after suffering from Covid. Chris joined the club in 1990 but had been a non-playing member for some years and was an active member of our bridge club.

In response to the pandemic and the rapidly changing regulations and LTA guidance, a Covid sub-committee of four of our senior Committee members: Heather McAtackney, Rob Gale, Paul Baxter and Ian Stewart was set up and have put in an inordinate amount of work, closing the club where necessary, managing the windows of opportunity where we could reopen, undertaking risk assessments and taking appropriate safety measures including installing hand sanitisers and signage and arranging stringent cleaning. Costs were carefully managed, and they were successful in getting a small business grant from Kingston Council.

Mike was proud to be able to report that we have done our bit for the Community by offering use of the club car park to Kingston Hospital, for which management at the hospital were extremely grateful.

The changes that resulted from the pandemic required the implementation of a flexible booking system tailored to the club's needs, handling the complexities of pay-per-play court billings, and developing a system to allow coaching courses to be booked and paid for on-line which has been transformational to the way Ollie is able to run his coaching activities. We are extremely grateful to Ian Stewart who single handedly, and with great skill, developed and operated the necessary IT for this to happen smoothly.

The sub-Committee of Heather, Rob, Paul and Ian were thanked for managing this so successfully.

Committee members as a whole have worked tirelessly to manage the Club's activities in this Covid contained environment and they were also thanked on behalf of the club.

Membership:

We had a terrific year for membership growth, helped partly by the post closure desire to take up an outdoor sport.

Adult membership numbers increased by 9% and junior/cadet members by an incredible 25%.

We also have more than 50 people on a waiting list to join. Additional playing-in days were planned after which we anticipate closing the membership until we see how things settle down when the club is fully re-open and other sporting activities also return to normal.

Juniors and coaching:

Coaching participation levels were very high when the club reopened. Our junior term programme and camps continue to attract more numbers and Ollie and his team get a real buzz out of seeing the courts full with children having fun. Driven by Covid safety considerations, Ollie had to change the format of the camps with more focussed coaching and a lower pupil to coach ratio. This enabled the coaches to concentrate more on the childrens' development and skills and deliver a better professional service.

The junior performance classes are very popular and some of our juniors are competing on a more serious level, which is great to see. Players from this pool are selected to represent the club in both winter and summer competitions and we now have our highest ever number of juniors competing.

Thanks were extended to Chris Durkin, our Juniors Secretary, who has put in a huge amount of work to keep this going.

Ed Charlton, who joined the coaching team last year, has recently achieved his LTA Level 4 coaching qualification will be Ollie's Head of Junior Performance Coaching.

Thanks were also given to parents who helped captain a junior team.

Our adult coaching programme is also very healthy, with most classes being full. Our beginner/improver section had been particularly busy since we reopened in May last year.

Our coaching activities have continued to go from strength to strength under our fantastic team led by Ollie and supported by Harry, Ed and Vimal.

Tournaments and teams:

Due to Covid restrictions, most Surrey league team tennis was cancelled during the year. However, the Mixed First Team were still able to win the inaugural Harper Dennis Hobbs Surrey knock-out competition in a close and exciting final against Westside.

Our annual club tournament had to be delayed until later in the year and, unfortunately, we were not able to hold our usual Finals' Day activities, with the finals being played 'behind closed doors' in late September.

We had first-time winners in each event: a new member, Alex Orbaum, in the men's singles; Louise Ferguson in the Ladies singles; Dominic McAleenan and Richard Senger in the Men's doubles, and Louise Ferguson and Doan Le in the Mixed Doubles. The final rounds of the Ladies doubles fell victim to Covid and could not be played.

Thanks were given to Daniel McQue, our Match Secretary, for running the tournament, and to two non-committee members, Jon Rushforth and Mark Fox, for running the box leagues.

Any new players who would be interested in representing the club should contact Daniel or Nicki Tattersall, who oversees the ladies teams.

Safeguarding:

During the year, we completed the biennial update of our key Safeguarding, Diversity and Inclusion, and other policies in line with the latest LTA guidance.

We were also selected by LTA as one of the clubs subject to a Safeguarding audit, which we passed successfully. We were one of only a small number of clubs to pass with no follow-up 'actions' required. This is a great reflection of the work undertaken, initially by Matthew Cruickshank in establishing our core policies, and then built on by Val Jermy, our Welfare Officer, together with Ollie and his coaching team, to ensure we provide a safe environment for our juniors to play tennis.

Social activities:

With the clubhouse closed and social distancing restrictions in place, all planned activities had to be cancelled. Nandini, our social secretary is starting to plan for a few events when we are fully re-open.

Bridge:

After the first lockdown, the Bridge Club continued to operate online and now runs regular sessions on Tuesday evenings as well as occasional knockout and team competitions. Jan and Ian Stewart were thanked for running this so successfully

Grounds:

Plans to create a safe pedestrian footpath in the lane were put on hold temporarily during the lockdowns. Thanks were given to Bob Blunden who has done a fantastic job to keep the things progressing and we remain determined to push ahead with the project.

Thanks were given to Heather McAtackney for overseeing the court maintenance and Meryl Lloyd for dealing with court repairs and arranging for a major servicing of the floodlights. The floodlights should now last until at least 2022 when we will start planning to switch over to environmentally friendly and better LED lighting.

Flynn Kendall, one of our junior members was thanked for working hard, particularly through lockdown, sweeping away leaves, removing moss and keeping the courts tidy.

Thanks were also given to Belinda Grove for her work as Grounds Secretary, and to Chris Lewis who took over the role from Belinda at the start of 2021.

Finances:

Thanks to the efforts of the committee and the continued excellent financial management by our Treasurer, Paul Baxter, the club's finances remain in a very healthy state.

Mike ended his address by thanking once again all members of the Committee for their amazing work saying we are very lucky to have such a dedicated and hard-working group of volunteers running the Club. He highlighted that several Committee members have been serving for a very long time and we must acknowledge that we will not be able to rely on them doing so forever. He said it was now becoming imperative that we recruit some fresh faces to help run the club and he strongly encouraged some new people to come forward to join the Committee.

4. Treasurer's report: Paul Baxter presented the accounts for the year ended 31 December 2020, copies of which had been made available to the meeting. It was noted that:

- Total income for 2020 had fallen to £105,465 from £111,809 in 2019 due to the impact of club closures and the resulting credits offered back to members.
- Expenditure excluding projects had also fallen as a result of cost savings made while the club was closed.
- Expenditure on projects was also lower than in recent years because of the impact of closures, including the delay in the planned lane development.
- Overall, the club had a surplus for the year before court refurbishments of £48,761, compared to a surplus of £30,201 in 2019.
- The club remained in a healthy position at the year-end, with net assets of £138,674, including cash balances of £114,052.

A resolution to adopt the accounts for the year ended 31 December 2020 was approved by the meeting.

5. Subscriptions fees: A resolution to approve the subscription fees for the membership year starting 1 May 2021 was approved with the fees to be held at the same level as the previous year, 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. Club Officers and Committee Members: The election of the officers of the club and members of the committee were approved as follows:

Officers:

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

Other committee members:

- Ian Stewart - Membership Secretary
- Chris Lewis - Grounds Secretary
- Chris Durkin - Juniors Secretary
- Daniel McQue - Match Secretary
- Nandini Narayanan - Social Secretary
- Val Jermy – Welfare Officer
- Belinda Grove
- Gary Jordan
- John Lewis
- Meryl Lloyd

- Oliver Lloyd
- Jan Stewart
- Nicki Tattersall

7. Honorary Life Memberships:

Honorary Life Membership was awarded to Heather McAtackney in recognition of her long service as a committee member. Heather first joined the Committee 30 years ago, in 1991, and has served as Chair of the club since 2017.

Honorary Life Memberships were also bestowed upon 5 members who have reached 40 years of club membership:

- Frances Bance
- Sandra Hurl
- Willie Nyberg
- Roald Pettersen
- Wendy Seigel

8. 2021 Expenditure: Proposed expenditure for 2021 was approved as follows:

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| • Normal club running costs | £45,000 |
| • Lane footpath development | £46,000 |
| • Legal structure and rules review | £10,000 |
| • Various one-off repairs/maintenance/other | £12,000 |
| • Other/contingency: | £5,000 |

In addition to the normal club running costs, the main project planned for the year is the development of the entrance lane to install a footpath with lighting. This project had originally been approved at the 2020 AGM but was put on hold because of the Covid situation. The footpath is needed to ensure the safety of members, particularly juniors, using the lane. We have undertaken the initial clearance work but the main element of the project, laying the footpath and installing lighting, is subject to planning approval. Our initial application to Kingston Council has been refused on the grounds that it did not demonstrate how we will ensure there is no detrimental impact on biodiversity or protected trees. We plan to submit a new application addressing these concerns.

We also plan to carry out a review of the Club's rules and legal structure this year. The rules were last updated in 2007 and need bringing up to date. We will review the legal structure at the same time to ensure it remains fit for purpose in light of the growth in the club over recent years. Any proposed changes will

require approval by members, either at next year's AGM or at a separate EGM if necessary.

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

- Review of club Rules and legal structure
- Development of the lane footpath
- Phased conversion of floodlights to LED
- Improvements to the terrace
- Re-surfacing of courts 4&5

10. Events calendar: Key dates for club events in 2021 were noted.

11. Questions were taken from members, following which the meeting was declared closed.