

Pen-y-ffordd Tennis Club

Annual General Meeting, Sunday 9 December 2018, 2.00pm

Minutes

Present

Nigel Edwards (NE), Michael Herd (MH), Sharon Bakewell (SB), Michaela McDonald (MM), David Hughes (DH)

Apologies

Tim Howard (TH), Kate Barlow (KB), Adam Rothero (AR), Karen Glendenning (KG)

1. Review of Previous Year

• Club Membership

- Family memberships: 31 from 27 (+15%) in 2017, 33 in 2016 (-6%)
- Adult memberships: 27 from 29 in 2017 (-7%), 26 in 2016 (+4%)
- Junior memberships: 22 from 29 in 2017 (-24%), 39 in 2016 (-43%)
- Mini Junior memberships: 11 from 29 in 2017 (-62%), 26 in 2016 (-57%)
- Student memberships: 2 from 2 in 2017 (0%), 2 in 2016 (0%)
- Total memberships: 96 from 117 in 2017 (-18%), 126 in 2016 (-24%)
- Total no. of members: 166 from 183 in 2017 (-9%), 214 in 2016 (-22%)

Membership is still +244% compared to its low point of 68 in 2012

• Membership payments

- In July the club began offering 12 month memberships based on the date of joining, possible now that all communication is via ClubSpark (so gate code updates are automatically sent only to members); ClubSpark also automatically allows only current members to book courts. Open-ended memberships by monthly direct debit were not introduced as the system does not currently allow all-member DD amount changes – each member's DD would need to be individually amended in order to implement a price increase.

• Court surfaces

- Court 3 cleaned and repainted
- Invoice paid in full

• Floodlight application

- 11 July 2017: Application for retractable floodlights submitted
- 22 September 2017: Advised to "commission a qualified lighting engineer to undertake a survey with regards to light glare"
- 26 September 2017: Detailed information relating to light spillage was received from Sports Lighting UK and forwarded to the planning officer
- 4 October 2017: Confirmation received that the information had been received and passed "onto my colleague in Environmental health for their comments"
- 8 November 2017: Enquired on progress and advised that Environmental Health would be chased up
- Chased up again 16 March 2018, 13 April 2018, 1 May 2018
- 4 May 2018: Application pulled from 23 May committee meeting as being recommended for refusal
- 14 May 2018: Site visit with planning officer James Beattie
- 21 June 2018: Revised lighting design passed to planning officer
- 2 October 2018: Planning officer stated "Looking at the calculations on the glare from the lights it appears to overcome the previous issues and lighting glare appears to be either completely screened from the adjacent properties or at a very low level that accords to the relevant guidance. As such I consider that the revised lighting scheme overcomes the objection."
- 31 October 2018: Advised by Cllr Dave Williams that the application had gone out for re-consultation, comments by 19/11/2018
- 29 November 2018: Enquired about situation now that comment date passed
- 29 November 2018: Response from planning officer "Unfortunately I've been quite unwell and only just returned to work so I'm a little behind. I'm catching up on my applications at the moment and I'll update you as soon as I've had a chance to sit down with the file and process any responses received."

• Coaching Programmes

- Coaching programme continues to run year-round **Action MH: Prompt level 1s to request £75 refunds**
- Mike's current coaching contract expires 21 March 2019 **Action MH: Propose by 31 January**

• Inter-club Competitions

- Men's Doubles midweek league team 1 finished 2nd (out of 6) in Division 2
- Men's Doubles midweek league team 2 finished 5th (out of 7) in Division 3
- Ladies' Doubles midweek league team finished 3rd (out of 6) in Division 2

2. Club Accounts

Accounts were completed for the year to 30 September 2017 and included in the Annual Return, which was submitted by Treasurer Sharon Bakewell before 31 July 2018.

An update on the accounts was received from Sharon.

3. Management Committee for 2018

Val Stewart stepped down from the Club Secretary role and from the committee. Val has done some fantastic work in the last few years as she achieved charity status for the club for the first time in its history. A massive thank you to Val for all her work. Volunteers were sought from members to fill this role and Michaela McDonald came forward.

Position	Current Incumbent	Proposed Incumbent	Proposed by	Seconded by
Lead Coach	Michael Herd	Michael Herd	NE	DH
Chairman / Charity Trustee	Nigel Edwards	Nigel Edwards	SB	DH
Treasurer / Charity Trustee	Sharon Bakewell	Sharon Bakewell	MH	NE
Club Secretary	Valerie Stewart	Michaela McDonald	NE	MH
Facilities Coordinator	David Hughes	David Hughes	NE	MM
Child Protection Officer	Sally Johnstone	Donna Williams	NE	DH
Clubhouse Coordinator / Charity Trustee	Karen Glendenning	Karen Glendenning	SB	MH
Data Protection Mgr / Charity Trustee	Tim Howard	Tim Howard	MM	NE
Open day hospitality & fundraising	Kate Barlow	Kate Barlow	NE	DH
Junior Representative	Adam Rothero	Adam Rothero	MH	SB

4. Membership Subscription Fees 2019 onwards

Structure for subscription year 2018-19

Membership Name	Membership Detail	Annual Fee	12 mthly pmts
Adult	aged 18+ not in full-time education	£90	£7.50
Adult additional	second and subsequent adult at same address; children free	£60	£5.00
Family	one or two adults plus all children at the same address	£150	£12.50
Student	aged 18-22 in full-time education	£45	£3.75
Junior	first child aged 9-18	£42	£3.50
Junior additional	second and subsequent child aged 9-18 at same address	£27	£2.25
Mini Junior	first child aged 8 or under	£21	£1.75
Mini J additional	second and subsequent child aged 8 or under at same address	£15	£1.25

Proposal: Increase fees for the first time in 5 years as follows...

Membership Name	Membership Detail	Annual Fee	12 mthly pmts
Adult	aged 18+ not in full-time education	£96	£8.00
Adult additional	second and subsequent adult at same address; children free	£72	£6.00
Family	one or two adults plus all children at the same address	£168	£14.00
Student	aged 18-22 in full-time education	£51	£4.25
Junior	first child aged 9-18	£48	£4.00
Junior additional	second and subsequent child aged 9-18 at same address	£33	£2.75
Mini Junior	first child aged 8 or under	£24	£2.00
Mini J additional	second and subsequent child aged 8 or under at same address	£18	£1.50

However, to discourage the temptation to postpone renewal until later in the year (now that membership is for 12 months regardless of joining date) **propose for increase to apply from 1 May 2019** giving current April to March members a chance to renew at the old rate. **Approved**

5. Guest Fees 2018-19

Guest fees are currently £4 per session, £5 per Club Play session (first Club Play session free)

Court hire is exceptionally available at a cost of £8 per hour

Proposal: Maintain fees at the same level for 2019-20. **Approved**

6. Portable Floodlights

Discussion of the details in Mike's email of 4 December 2018. *Decision taken to try to obtain a conclusion to the planning application and then pursue portable lights as an alternative.*

7. Open Day 2019

Action MH: Come up with a proposal for an alternative approach.

8. Any Other Business

Parking – there have been complaints from residents but residents' visitors continue to park in the club's parking area. New signs "Parking for tennis club members only" to be considered in 2019.

Tennis for free – **Action MH:** Look into this further.

Action MH: Look into an app that would help members to connect with each other.