

Pen-y-ffordd Tennis Club

Annual General Meeting

Thursday 3 December 2020, 7.00pm (virtual, via Zoom)

Minutes

Present

Nigel Edwards (NE), Sharon Bakewell (SB), James Battersby (JB), Mike Herd (MH),
Karen Glendenning (KG), Tim Howard (TH), Kate Barlow (KB), Cllr David Williams (DW)

Review of Previous Year

- Club Membership

Membership Type	2020	2019	2018	2017	2016
Family	23	33	31	27	33
Adult	26	19	27	29	26
Adult additional	2	0	0	0	0
Junior	17	24	22	29	39
Junior additional	1	?	?	?	?
Mini Junior	14	11	11	29	26
Mini Junior add'l	2	?	?	?	?
Student	4	2	2	2	2
Adult & Child	10	-	-	-	-
Total memberships	99	91	96	117	126
Total members	157	155	166	183	214

Total number of members is +1.3% compared to last year after falling 7% in 2019, 9% in 2018 and 22% in 2017.

Member numbers are -26% compared to 2016's high point (last year -27%).

Member numbers are +230% compared to 2012's low point of 68 (last year +228%).

In summary, the decline in membership numbers seen in the previous three years has been halted and partially reversed this year. In fact, we have the highest number of memberships since 2017. The result is that income has increased by more than the increase in member numbers (e.g. one Family membership with two adults and two children provides 4 members and is worth £168, whereas two Adult memberships provide only 2 members but are worth £192).

- Pandemic – the club was closed for 3 months and all membership expiry dates were extended by this much plus an additional month as a “loyalty bonus”; members were also given the option to receive half an hour of free coaching. This was possible due to receipt of a government grant of £10,000.
- Fencing – all perimeter fencing has been replaced and improvements made to close the gap in the corner of Court 2, introduce a new gate, and increase the height of the fencing at either end between courts 2 and 3.
- Floodlight application – Cllr David Williams was keen to give this one last push and Mike was due to meet him when the pandemic struck; this is assumed now to be shelved.
- Coaching Programmes
 - Coaching programme had to cease during the pandemic but is now fully up and running again; the August programme was a great success and helped to create a renewed “buzz” at the club – [see coaching report below](#).
 - Mike's coaching contract was discussed and updated in May 2019 and was due to reviewed this year – **this did not happen and needs to be scheduled during 2021.**
- Inter-club Competitions – all competitions were cancelled due to the pandemic.
- Pay-and-play – this was introduced as a trial and has so far proved quite popular with no issues.
- Club Play – a new format was introduced in response to pandemic safeguards, however this approach (whereby attendance must be registered and match fixtures issued in advance) has proved very popular. A second session has also been successfully introduced, intended to make initial attendance less daunting and provide for players who wish to have a gentler game.

1. Club Accounts

Sharon has done another great job as Treasurer and has produced accounts up to 30 September 2020.

⇒ SB has produced the club's accounts to 30 September

⇒ SB updated to mention that funds have been set aside for future resurfacing, court cleaning & court painting.

⇒ SB mentioned that financials were not impacted by the pandemic this year as members continued to pay their membership payments through the closure period, but they will be impacted in the next financial year as membership expiry dates have been extended. This will result in the loss of approximately 25% of the government grant received.

2. Management Committee for 2018

The current incumbents have all indicated that they wish to continue. A junior rep was not appointed this year and needs to be sought next year. Michaela has stepped down as Club Secretary and James Battersby is a new volunteer in this position.

Position	Current Incumbent	Proposed Incumbent	Proposed by	Seconded by
Lead Coach	Michael Herd	Michael Herd	NE	KG
Chairman / Charity Trustee	Nigel Edwards	Nigel Edwards	SB	MH
Treasurer / Charity Trustee	Sharon Bakewell	Sharon Bakewell	TH	JB
Club Secretary	Michaela McDonald	James Battersby	NE	KB
Facilities Coordinator	David Hughes	David Hughes	JB	NE
Child Protection Officer	Donna Williams	Donna Williams	KG	TH
Clubhouse Coordinator / Charity Trustee	Karen Glendenning	Karen Glendenning	NE	SB
Data Protection Mgr / Charity Trustee	Tim Howard	Tim Howard	SB	NE
Open day hospitality & fundraising	Kate Barlow	Kate Barlow	SB	MH
Junior Representative	none			

3. Membership Subscription Fees 2021 onwards

Structure for current subscription year (last increased for 2019-20, which was the first time in 5 years)

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
Parent & Child	One adult & a child aged under 9, restricted times	£60	£5.00
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

Discuss: Reward those who pay in full by increasing the monthly membership amounts slightly? This could help guard against the occasional instances where people join and cancel after 2 or 3 monthly payments. Possible monthly payments could be an extra £2/month for Family, £1/month for Adult, £0.50 for Junior (saving around 15% by paying the full 12 months in one payment).

Decision taken to maintain the fees at current levels with the probable intention of increasing fees for monthly payment at the end of the next financial year i.e. after 30 September 2021.

4. Guest Fees 2021-22

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

Court hire is available via pay-and-play at a cost of £7.50 per hour

Proposal: Maintain fees at the same level for 2021-22

Decision taken to maintain these fees at current levels.

5. Free Junior Coaching

These sessions did not take place in 2020 in part due to the pandemic, although there was some discussion about whether this money would be better spent elsewhere – at 2019's AGM a decision was taken to "review with Mike when discussing his contact in March/April 2020"; this meeting didn't take place of course.

Discuss: Do we want to offer free junior coaching in 2021?

Decision taken to hold a meeting in spring to look at paying MH to hold junior tournaments instead of providing free junior coaching.

6. Safeguarding

Discuss latest position on safeguarding – this subject must be considered at all meetings.

No safeguarding issues were raised. It was mentioned that the club received an outstanding assessment of its safeguarding provisions following this year's audit by the LTA.

7. Floodlighting

Mike was due to meet with Cllr David Williams and the planning officer, James Beatie, to see if there was any point in pursuing this any further, however the pandemic intervened. Is this now shelved?

DW felt it is worth one final push and also stated that permission has been granted in the past. Although this permission will now have expired it ought to provide a useful precedent. NE questioned as to whether the previous plans were fully approved and DW said he would obtain the details from the planning officer and send them through.

Action: DW to obtain and send through details of the previously approved application.

8. Any Other Business

Charity CIO – the accounts were approved by the CIO trustees.

Pen-y-ffordd Tennis Club Coaching Report – provided by MH

A really successful year, especially considering the circumstances.

Tomos Edwards helped to deliver a really successful summer programme which took place in August.

- 3 LTA tennis for kids courses were delivered with 23 brand new children attending.

- Another big success was the adult beginner and rusty racket courses, with 17 adults attending. We had to add a second course!

There was a real buzz created at the club and Tomos did a great job, with excellent feedback. Many of these children and a few adults did go on to join the club. The courses did finish at the end of September, which may have impacted more from joining.

New members brought in as a result from the programme were as follows:

1 family membership

3 adults

1 junior

6 mini juniors

13 adult and young child memberships

As a result, coaching numbers are at a record high, with 43 juniors attending across 4 sessions on a Saturday afternoon. These sessions are well supported by our tennis leaders, whom I am looking to get some of them to complete their coaching assistant qualifications

ASAP.

Retention has been very high. Adam Rothero left the coaching programme after over 7 and a half years to go to university. There are many others who are still playing now and have been coming for many years.

Future plans

- Upskill current coaches and tennis leaders through their coaching qualifications. This will allow us to offer a lot more coaching, especially in the summer months.

- Recruit another coach to deliver more sessions on the weekends.

- Increase court usage in daytime.

- Offering more competitions. Currently working together with Kathryn from Mold to put on events for our members.

- Keen to reintroduce club championships for juniors and adults. This could be instead of the free coaching.

- Coaching curriculum with levels for the children to try and achieve will be introduced in January 2021. This will help to motivate the children even more and provide feedback to parents on their progress etc.