

Steep Lawn Tennis Club

Minutes of the Committee meeting held on Tuesday 8th March 2022 at 7.00pm at the Club House

Item	Present	Action
	Matt Trench (MT) Carol Norris (CN) Michele Mangham (MM) Christine Lally (CL) David Panton (DP) Christine Musker (CM) Jennie Azevedo (JA)	Chair Club Secretary Membership Secretary Treasurer Grounds Secretary Joint Welfare Officer Joint Social Secretary
1.	Apologies for absence	
	Apologies for absence were received from Lesley Whyte (LW) and Dave Gaterell (DG).	
2.	Minutes of Committee meeting of 26 January 2022	
	The minutes of the Committee meeting of 26 January 2022 were ratified and approved having previously been circulated by email.	
3.	Matters arising	
	The updated action list circulated on 1 st March 2022 was noted.	
4.	Court lighting and maintenance	
	<p>Lighting</p> <p>MT reported that he has met with Nicky Powys from the Planning Department to discuss the planning application for lighting on courts 7 & 8. He explained that the application is being dealt with under delegated responsibility. The lighting consultant retained by the Club has proved that our proposals are compliant with the dark sky requirements, and this was the only major issue with our application. MT will chase Nicky Powys next week for progress on the decision.</p> <p>MT said that he had approached 4 companies last August for quotations for installing lights on 7&8 and cost of replacing the existing lights, but so far has only had one response. Our current lighting contractor (Sean) has confirmed that he is able to install the specified fittings on 7&8 and replace the existing lights.</p> <p>The likely cost of installing lighting on 7&8 is £30k.</p>	MT

	<p>It was noted that there is an issue at the moment with the supply of the specified lamps. It was agreed that once planning permission is given Sean will be asked to install the masts on 7&8 so that they are ready when the lamps are available. MT to discuss with Sean on Monday.</p> <p>DP reported that the it is becoming increasingly difficult to maintain the lights on the other courts. It was agreed to replace the lights on courts 1&2 as soon as the lamps are available at a cost of £7k plus VAT per court.</p> <p>CL confirmed that the club currently has surplus funds of around 50k, and with the assumption of approximately £40k in subs in April the club will be able to fund both the new lights and the replacement lights.</p> <p>Other maintenance Dragnets: the options for replacement dragnets for 3&4 were discussed. It was agreed to purchase one combi level dragnet from network sports at a cost of £206.99 and review how this works. CN agreed to action.</p> <p>Sinkhole by court 7: MT agreed to action this in the next 4 weeks.</p> <p>Pothole by entrance to the club: It was noted that the driveway to the club entrance is in poor repair. CN and CL confirmed that the driveway is owned by the club and is our responsibility to maintain. MT agreed to arrange repair at the same time as the sinkhole.</p> <p>Lock on court 7: DP confirmed that he has arranged for A1 Security to fix this as the temporary repair hasn't worked.</p>	<p>MT</p> <p>CN</p> <p>MT</p> <p>MT</p> <p>DP</p>
<p>5.</p>	<p>Additional co-opted Committee Members</p>	
	<p>Possible roles and terms of reference for the proposed additional Committee Members were discussed. It was agreed that specific roles would not be allocated, rather that the additional co-opted Committee Members would participate in discussions and decisions and have the opportunity to observe and understand how the Committee works. It was also agreed to encourage Members who hadn't served before to come forward.</p> <p>CN agreed to draft an email to go to the Membership (this will also include a request for a non-Committee teas officer).</p>	<p>CN</p>
<p>6.</p>	<p>Website and social media</p>	
	<p>MT confirmed that he and Maddy now have access to the website. MT requested that the Committee members each review the website and identify any changes to MT.</p> <p>It was agreed that once the website has been brought up to date an email will go to the membership.</p> <p>MM reported that she has discussed the club's google account which is still registered to Graham Heath, with Graham and he is keen to pass this on to the Club.</p>	<p>All</p> <p>MT/ MM</p>

	<p>MT suggested that once the official club email accounts are set up then it would be best to register it to the Chairman@SteepLTC email account.</p> <p>It was agreed that MT would contact SynStar to arrange for the set up of the official email accounts. It was also agreed that these would start from the date of set up and not attempt to capture historical email correspondence. The google account to be transferred once set up.</p> <p>CN noted that the webcam was still not working and asked if SynStar could assist in setting up a new Nestcam linked to the website. The reasons for having the webcam and the privacy limitations that need to be in place were discussed. It was noted that the latest cameras are of a much higher definition and would make identification of individuals unavoidable. For this reason it was agreed that the webcam could no longer be made available and the link should be removed from the website.</p> <p>Instagram and Facebook accounts: it was agreed that these will be linked to the website. CN to notify MH</p>	<p>MT</p> <p>MT</p> <p>CN</p>
7.	Membership survey and review of Constitution	
	<p>Questions for the membership survey were discussed.</p> <p>Noted that there are a number of sample survey questions available on the internet and these could be useful.</p> <p>It was agreed that all Committee members would submit 3 questions to CM who agreed to collate questions and identify themes for the May meeting.</p> <p>CN , CL and MM confirmed that they will review the Constitution and submit recommendations for the May meeting.</p>	<p>All/CM</p> <p>CN/CL/ MM</p>
8.	Court usage (standing item)	
	<p>No issues were reported. It was noted that an email had been sent to the members reminding them that court bookings would not be honoured if players did not turn up within 10 minutes of the start time.</p>	
9.	Officers' reports	
	<p>The previously circulated updates from the Chairman, Secretary, Treasurer, Membership, Social, Tournaments, Grounds, Fixtures, Welfare and the Club Coach were noted.</p> <p>Chairman: nothing to report.</p> <p>Secretary: nothing to report.</p> <p>Treasurer: nothing to report</p> <p>Grounds: nothing to report</p> <p>Membership: MM reported that we have 581 members, including two new members</p>	

	<p>who have paid for the coming year.</p> <p>A new code for the club house and court gates was agreed. MM agree to ask Charles Taylor-Stokes to change the code in mid April.</p> <p>MM also reported that the LTA has changed the way that members log in to ClubSpark – an email was sent the members on 24th February notifying them of the new process.</p> <p>Welfare: CM said that she had looked into the defibrillator service and believes that it should be serviced this year. DP said that he would find the original paperwork and pass it to CM so that she could take it forward.</p> <p>CM also reported that she hadn't had any success with arranging defibrillator training. DP advised that this is being run in Froxfield and he would find out who is delivering it. It was agreed in principle that the club would pay for training sessions.</p> <p>Social: JA advised that take up for the curry night was low and asked MT to put something up on the website. It was noted that the tea rota was to be drawn up (CN agreed to add a request for a non executive volunteer to organise teas to the co-opted committee members email).</p> <p>Tournaments: CN requested on behalf of JP that Finals Day be moved to 10th September as JP no longer able to make 24th. This was agreed. It was noted that JP had previously offered to hold one day tournaments throughout the summer and this had been agreed pending finalisation of the LTA Team tennis dates. CN and MM agreed to liaise with JP so that the one day tournaments dates could be fixed.</p> <p>Club coach: DG submitted the following report.</p> <p>There is still no real progress on recruiting a new coach. There are currently 120 jobs advertised on the LTA site, that seem to repeat week after week. I initially advertised for a full time level 3 coach. Having had no success, I changed the advert to open it up to level 2 and part time. Neither has generated interest. The ad is about to expire, and I will renew it. I am going to have to restart the program on the basis of just one coach being here for now. I am nearly there with a plan for a new program and will liaise with Michele re court needs. It will be re-built in stages, focussing first on open matchplay opportunities, then guided match play, and then finally group training for those participating in matchplay. For Red/Orange, group coaching will be available earlier in the process. There are some other 'add-ons' to the program, that I hope will encourage people to play tennis outside of having coaching. Open matchplay and guided matchplay, will be open to non-members. Actual coaching groups I am planning to only offer to players who join (after a short trial period) - again to encourage more play outside of coaching. Open matchplay will also be available to all ages, including adults, on a rotating weekly basis. I want to encourage a culture of 'playing the game.' Too many people rely on 'coaching' (be it group or private lessons) for their entire tennis experience. This is backwards, and does not occur in other sports. If you're only going to play once a week, it shouldn't be 'coaching'. Having said that, the singles league has begun and has good numbers in it, including juniors. In this period, I have not insisted that players have a WTN, but in the future I will. It is a very useful tool, makes the league more attractive to players who have one</p>	<p>MM</p> <p>DP/CM</p> <p>DP</p> <p>MT CN</p> <p>CN/ MM</p>
--	---	---

	<p>already, and should help team captains to decide on their rosters, which in my opinion should now be using players' WTNs as a guide to picking and the hierarchy of their squads. As more and more match data is submitted from team matches, internal leagues, tournaments, etc, the algorithm will become more accurate and more useful. It will also help members work out who else they would have a good game with, when trying to meet new players - instead of guessing the level of other players they want to meet. Private lesson demand continues to be strong. Easter camp plans are being put together. I plan to offer a few days on each week. Again, I will liaise with Michele. LTA Team Tennis dates have been published and I have emailed Michele with the court requirements. The Road to Wimbledon has changed it's name to 'Play Your Way To Wimbledon.' Catchy. I will enter the event on the club's behalf as usual, and agree suitable date with Michele. Friday evenings have been very successful in recent months, and I am pleased to see more children playing matchplay. The most popular demographic is the 11-14 year olds. I recently competed at the GB Seniors Indoor Nationals, this year at Wrexham. Didn't do so well in over 40's singles, but won the over 35's doubles, so my partner and I are national champions, and my doubles ranking has moved up over 200 places to 52 in the world.</p> <p>Observations on the grounds: The gate lock on court 7 is of no use. It is loosely fixed to the door, the latch is jammed again, and even when it did reach the post, it can be pulled open very easily even when 'locked.' The gate remains open at all times. The grass by court 7 has still not been dealt with. I Can't recall which court (2 perhaps) but the net anchors seem rusted/stuck. I will check when I am next there, if none of the committee are able to first. The centre net band on that court I think, is also fraying. These are small things, but I feel it looks shabby.</p>	
<p>10.</p>	<p>Any other business</p> <p>End of Season event for team squads: CN said that there was a request via David Mangham from Jonathan Graham to arrange an end of season party for the team squads at the Club. It was agreed to allow on basis that Jonathan would organise and teams would cover costs. CN to let Jonathan and David know.</p> <p>Vermin in the club house: JA reported that there was evidence of vermin infestation in one of the kitchen cupboards. DP agreed to get a pest control firm in.</p> <p>Handbooks: JA asked whether it was possible to resume issue of handbooks. MM explained that as previously discussed, under Data Protection law we require specific consent to publish member details and that this has proved impossible to do comprehensively and with certainty.</p> <p>Voluntary donation for Ukraine: JA asked whether the renewal subscription could include a voluntary donation towards aid for Ukrainian refuges. This was discussed and whilst there is a great deal of sympathy, it was agreed that this would be administratively unfeasible and it was better to let members make their own donations.</p>	<p>CN</p> <p>DP</p>
<p>11.</p>	<p>Date of next meeting: 10th May 2022</p>	

Actions completed since the last meeting

Action	Who	Status
Investigate basic cpr training in conjunction with use of a defibrillator.	CM	In progress
get his electrician to look at the path lighting in the next two weeks and liaise with DP.	MT/DP	completed
arrange insertion resin bars and re-concreting. Also backfill to kerb.	MT	Agreed not needed now
ask the groundsman to use the leaf blower to clear the courts.	DP	completed
Drag nets on clay courts – do these need replacing?	DP	completed
send renewal letter at least two weeks in advance of the renewal date of 1 st April.	MM	completed
Organise pizza evening on Thursday 15 th September	LW/JA	complete
organise for a curry night in April 2022	LW/JA	complete
liaise on getting website access for MT and Maddy.	MT/MM	completed
Update Juniors board for the 2020 champions. DG to notify JP and CN of the 2021 champions.	CN	New Honours boards being made
check whether the rules regarding court booking are on display and draft an email to members setting out the late arrival rule	MM/CN	completed
get V Signs to make a sign for each court to stress the need to turn lights off even when they have gone off automatically at 10.00pm.	CN	completed