

## CTC AGM Minutes - 6th December 2023

The meeting was held via Zoom and 17 members were present

#	<i>What</i>
1	<p><b>Apologies for absence</b></p> <ul style="list-style-type: none"> <li>• Angie Gunn; Paul Hunt; Karin Porter; Margi de Friez</li> <li>• 17 attendees</li> </ul>
2	<p><b>Questions arising from AGM 2022 minutes and vote on 2022 minutes.</b></p> <ul style="list-style-type: none"> <li>• Approval of the minutes was proposed by Chairman Jonathan Brunert (JB), seconded by Nick Lincoln (NL), and passed with no objections</li> </ul>
3	<p><b>Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• JB ran through the three main themes that were the mainstay of the committee's work over the 12 months: 1) Having a sustainable long-term financial plan in place; 2) Having a handbook of all the committee members responsibilities, enabling an easier handover of committee roles as and when people leave/join; 3) Identifying how to engage our members at all different levels within the club.</li> <li>• On all three of these there has been progress, especially with regard to point one. Points two and three are works in progress. JB gave thanks to Lewis Jacques (LJ) for his role in getting point three underway. He also thanked the coaches for their work over the year, stating their work was a big reason why people both come to the club in the first place, and then decide to join.</li> <li>• Areas to improve? We still need a Ladies' Captain and JB believes having a person in place here would be a massive benefit.</li> <li>• Courts 1-3 are flooding a little bit more than we would like, primarily down to ageing of the surface (organic growth under the court surface). The plan is to replace the surfaces of courts 1-3 over the next 12 months or so.</li> <li>• JB has not been able to operate as Chair as fully as in previous years due to ill health. In being prepared to stand again as Chairman for the next 12 months, this more minimal level of activity from the Chair would continue.</li> <li>• JB discussed Sarah White's (SW) Communications role (formerly point eight on the agenda, now subsumed here). He mentioned the new noticeboards have been put up in the clubhouse; putting more info on the members' area of the website; SW wants to thank Sam PT for his input into content. SW is standing down from her Comms role (see later).</li> <li>• JB passed his thanks on to SW and the rest of the committee and the coaches</li> </ul>

	for all their hard work.
4	<p><b>Treasurer's report and presentation of club accounts.</b></p> <ul style="list-style-type: none"> <li>Delivered by LJ in Paul Hunt's (PH) absence. 2022-23 subs income slightly increased, membership numbers slightly down. Expenditure is up, most of it for the new facilities around court four.</li> <li>As such there has been a deficit over the year of £13,892 and a continuing prudent transfer to Maintenance Reserves (provision for future significant capital expenditure) of £12,000. This has led to a reduction in net current assets of c£14,000 to £202,125. However, cash at bank remains near-identical at £63,165 so liquidity remains strong.</li> <li>The proposal is to slightly increase membership subs.</li> <li>The floodlights will need replacement bulbs in about eight years and these, like court surface replacements, are expensive.</li> <li>We finally have extensive stock of Babolat balls, which are the preferred brand amongst the membership. A decision was taken to purchase around 10-12 months worth supply.</li> <li>PH wanted to record his thanks to Warwick Bird for his sterling work around the club over the year</li> </ul>
5	<p><b>Membership report, incl. proposed membership fees for 2024.</b></p> <ul style="list-style-type: none"> <li>From Mark Hemsley (MH): a fairly stable year in terms of membership numbers, at 386 in total.</li> <li>Fees will go up by roughly 5% for 2024. Adults going to £195, young adults to £140, students to £85 and juniors £47. U9s to £26. First timer adults £125. Over 80s remain free. JB proposed these fees be approved, passed unanimously.</li> </ul>
6	<p><b>Mens' Captain report</b></p> <ul style="list-style-type: none"> <li>LJ said it had been a successful year from a competitive perspective, with a very good buzz and atmosphere. All of the teams were solid and LJ wanted to thank everyone involved, especially the team captains.</li> <li>Special reference was made to Margi de Friez on winning yet another tournament! She is closing in on the record number of titles held by a club member.</li> </ul>
7	<p><b>Facilities report.</b></p> <ul style="list-style-type: none"> <li>Marcel Willems (MW): the big project was the works next to courts 1 and 4, which is completed. We are two years into a five year court maintenance contract. We have two new aluminium benches for court six to replace the cheap plastic ones.</li> <li>The big project over the next 12 months is the resurfacing of courts 1-3.</li> <li>JB passed on his thanks to MW for his work</li> </ul>
8	<p><b>Head Coach report, incl. Junior tennis summary.</b></p> <ul style="list-style-type: none"> <li>Steve Shea (SS) said the Junior programme has been very strong, 147 in it, a 10% increase on last year. Tennis camps remain very popular. There has been a drive from the LTA to get more girls involved in playing and this has proven successful at the club level.</li> <li>Stephen Down (SD) said that the highlight for the juniors remains the Paul</li> </ul>

	<p>Elderfield competition, and SD passed on his thanks to Angie Gunn for her work in organising this. Sabira Rahim added that the Winter league is underway and all three matches have been wins so far.</p>
9	<p><b>Approval of management committee and Cassio Gardens nominees.</b></p> <ul style="list-style-type: none"> <li>● Committee roles are all unchanged except for NL to take over Comms from SW, who will become Club Secretary. JB proposed the nominations for approval, and they were passed unanimously.</li> <li>● As mentioned previously, Ladies' Captain is a vital role that presently will remain vacated.</li> <li>● Cassio Gardens: the four Director nominees remain as in previous years (Warwick Bird, Ian Tottman, Fiona Craigie, Paul Hunt). JB proposed these for approval, and they were passed unanimously. JB passed on thanks for the support of these four people.</li> </ul>
10	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>● No points raised.</li> <li>● Meeting closed at 20:24.</li> </ul>