

Lisvane Tennis Club

Agenda for meeting on 25 February

Present and apologies

Tony N, Emma RJ, Angela W, Des W, Clive B, Paula J, Leigh C, Caroline J, Victoria M

Apologies: Jim, Tony SH, Geraint, Rich P, Robyn

Matters arising from minutes

Further updates/discussion regarding Wednesday night coaching. It was agreed to keep to the previously agreed schedule for the time being until the end of the Summer term in July. With discussions around the coaching programme and allocation of courts due to be finalised in June for the September 2019 – July 2020 season. *(See coaching report for more details)*

DW pointed out that we needed to tell members regarding change to membership fee date. However, how much we are charging is still up for discussion. So, it was agreed by the committee that we register new members as of April 2019, with existing members being charged from June to end of March 2020. This will give us ample opportunity to remind existing members that membership fees for the 2020/2021 season will be from April 2020.

Social

- Curries on 7 March – about 20+ members already booked..
- Open day for Lisvane Festival – confirmed as 7pm, Thursday 20 June. Adults only.
- Discussed a family tournament – will be on social agenda.

Finance

- Funding account £2370.97
- Two other accounts- £76.31
- Payment out – Tony reimbursed for trophy engraving.
- Pallets have been sold - £60

CB shared his pros and cons list of non-members using the courts

- Spoke to Llantrisant – they get £700 per year (£5 per hour) – courts are always unlocked so don't have that issue. Heath park £6.20 per hour. UWIC charge way more.
- Club spark – CB confirmed can set up a schedule that gives times over for courts etc.
- Issues re: security and locking up/checking. Plus risk /insurance. And will we lose day time members?

The committee agreed for CB to investigate further and report back

VM to update the insurances on the noticeboard (done)

Captains

Caroline: Ladies first team won their winter league, second team are third both with one or two matches to go. Ladies have been participating in mixed league too, Lisvane 1 currently 3rd and Lisvane 2 currently top of their division.

Confirmation from Katherine Maddox Lyons that fixtures will be out by/at end of February (now circulated to team captains).

It was commented that members should inform LC when down to the last five tubes of balls in the cupboard.

The committee discussed team practice nights. For March and April we have organised Monday team practice nights (from 7.30-9pm) for men and ladies first and second team . VM to send email out inviting anyone interested in playing for the teams.

Ladies team coaching from TSH – link will be emailed out. 6-7pm on a Tuesday. The committee hope that the ladies having this coaching will stay on for social tennis to practice their new skills.

TSH commented in his written report

I think we can all agree that being Team Captain is often a thankless unpaid job where it is impossible to please everyone.

While many at the club want social tennis there is also a large percentage that want their tennis to be as competitive as possible and I would like to add my support to the hope that we can all fully support all the team captains with whatever selection decisions they make.

House & Grounds

Club Room Heating: CB confirmed all radiators in the Club Room work but two appear to have an intermittent fault. CB purchased Qty 2 2KW Convector Heaters. One is already installed; the other is yet to be installed and probably will be left free standing rather than wall mounted.

Courts 1-3: Courtstall spread another 2 ton of infill on Thursday, 24 January. Due to CB's illness no deep sweeping had taken place since then. CB confirmed that he will be unable to do this for at least 3 months, therefore, an alternative source of labour is needed. At least two people are needed to manoeuvre the triangular brush out of the shed and onto the courts. Unless we can find two willing volunteers to do this on a 2-3 weekly basis then the club will have to pay someone. CB offered to come up and show/explain what is needed.

Electricity meter: when asked to take a reading we discovered that the meter is not working. We have contacted SWALEC (via Abbie at CAC), and are awaiting for a suitably qualified engineer to investigate and repair.

Outside toilet refurbishment: we believe that there is no water seepage or water damage (but it looks like the external lead flashing has been removed) and probably the plaster/paint damage has been caused by damp/condensation/lack of heating. However, both the surface coat and the underlying render need replacing. CB had obtained one quotes for plastering (£370 - surface coat only), am awaiting another quote and one for lining the walls with PVC sheeting (£1154.40). Whilst the PVC sheeting solution is more expensive it would never need to be painted or changed.

Car Park: Steve Finch has submitted a claim to Network Rail; he has met with his local NR contact who is recommending that NR plane the whole car park and drive and relay it (he said with concrete). We await to see the outcome.

Trays and foot brushes: a further water tray has been located at the entrance to Courts 1-3, and foot/shoe brushes have been bought by Leigh and put outside.

Balls left out on court: on Thursday morning 14 balls were collected from in and around Courts 1-3. Many of these were training balls. Everyone (members, coaches and juniors) need to take more responsibility and collect them.

Courts 4, 5 Floodlight box: Members need to ensure that this is properly closed whenever it is used. It has had a large concentration of water in the bottom of it.

New Clay Courts 1,2 and 3

- The committee discussed a rota for deep brushing.

- CB need to reiterate that we need to brush the courts before we play, particularly important if we're not doing a deep brush.
- CB has asked the Tuesday men to assist with the deep brushing duties. Will wait to see how that pans out. VM can send an email out asking for volunteers if the Tuesday men are unable to do this.
- VM has sent out an email to all members with a checklist to keep them in good shape.

CB mentioned the break in of the shed.

- We can make it more difficult to access.
- CCTV/Increase height of fencing/chains inside anchored to a point in the ground.
- CB will report back after the police meeting he will be having this week.

Discussed cleaning courts 4 and 5. CB spoke to the suppliers re: cleaning. They recommend cleaning courts once a year. And also moss and algicide once a year. Will wait for a while before doing this as they're not yet a year old.

Membership

- Membership figures not changed.
- One family , two adults , three juniors and possibly another family of four ready to join in April.
- New members will sign up from April.
- Existing ones will go from June for 10 months until 31 March (give members chance to prepare)
- Tony N to speak to Tony SH about flyers to primary schools regarding British Tennis Open weekends or new to tennis courses.
- DW asked for TSH to give him figures for coaching. TN agreed to contact TSH to remind him to provide these.

Coaching

TSH had provided a written report confirming nothing had changed since last month and he was still working hard to get the numbers to the target of 90 agreed with the previous committee chairs. TSH expressed his view that hopefully with Committee backing and the support of decisions made by previous chairs the club and coach could achieve this together. TSH felt that

the club should think about targeting the parents for membership, the LTA say this is often overlooked as a source of new members.

New members

Two more five years olds starting after 1/2 term on a trial and two old friends are joining on a daytime membership to practise on the clay courts during the day.

TSH mentioned he had received complaints from parents around the court change situation on Wednesday evenings and passed on these concerns to the Chair. TSH commented in his report that he had found it far more difficult than anticipated moving away from Courts 2 and 3 and it is having a negative impact on his work. The coaching contract specified both the coaching times and courts that the club will make available. TSH has asked the Chair to address the matter of coaching being returned to Courts 2 and 3.

One parent had raised a Safeguarding issue. TSH was able to speak to the Clubs own Safeguarding Officer and in order to clarify the position had spoken to Tennis Wales about the issue. Ellie Lewis (Head of Safeguarding at Tennis Wales) was very helpful and her views had been shared with the Welfare Officer (see welfare officer report below).

This was discussed by the committee.

LC has spoken to the men and they have agreed to go back to courts 4 and 5 until June when the contract is due to be reviewed and the programme for the next coaching year (Sept – July) agreed

The eventual outcome of the discussions was that coaching stays on Courts 2 and 3 for Wednesdays until 7.15pm but the club can propose changes in June 2019 for implementation in September 2019. As there is no coaching in school holidays this would mean the current arrangements end in mid July 2019.

The matter was discussed at length with some members of the committee feeling that adults should have priority in the use of courts, and that children shouldn't expect to be on the 'good' courts during times when adults were expecting to play. Some members of the committee also felt that courts 4 and 5 are equally as good as courts 1-3 so it would not be detrimental for adults to play on those courts for the hour or so that coaching was on courts 2 and 3. The club's rules had originally stated that adults would have use of the courts after 6pm but over the past few years the club had agreed to increase coaching times in order to grow the number of junior members which often led to the whole family joining and increasing overall numbers of members.

TN felt that coaching was a vital part of the club's growth strategy and if the club reverted back to no coaching after 6pm a significant number of juniors could no longer be accommodated and they and their families might leave the club. However DW pointed out that adult membership is

'sold' on the basis of mens and ladies nights and this would also need to be taken into consideration.

As there were a variety of conflicting views on the subject it was agreed that ERJ and TN to invite Mark Lewis from Tennis Wales to a meeting to be formed of members of the committee to seek advice or best practice on balancing the various interests. It was agreed that by June the club needed to have a clear plan on how it was going to facilitate coaching whilst accommodating the interests of the adult members.

Fun tennis

At the request of several parents of younger children, TSH mentioned he has pencilled in a fun grade 6 green ball tournament for the 31 March, pending Committee approval. This gives our younger players the chance to play in fun and friendly tournaments and also gives us the opportunity to attract similar level players from other clubs. TSH asked the committee to consider us hosting more one-day tournaments for all ages – adding he strongly believe this is good for all children in the coaching programme and in addition is a potential source of new members (both parents and children).

This was agreed in principle. But for it to be held outside of team tennis time. Home parents to do teas/tidy up etc. March tournament agreed. And TSH to speak to CB to book in further tournaments after team tennis times have sorted out.

Welfare officer report

We have a safeguarding policy in place at LTC. The policy was adopted from the LTA/Tennis Wales standard and has been in place at the club and can be found on our website.

The policy states that 'LTC is committed to prioritising the well-being of all children and adults at risk, promoting safeguarding in our club at all times'

For clarification the policy clearly states that a child is defined as 'a person under the age of eighteen years'

ERJ commented that after seeing the advice from the Tennis Wales Safeguarding Officer she believed that moving/splitting coaching to courts 4 and 5 at any time is in breach of the clubs own Safeguarding policy.

The main reasons for this are:

1. Should a child wish to use the toilets during the coaching session they would have to access the only available toilets on site in the clubhouse and in doing so would be out of sight of the coach and unsupervised.
2. The route to the clubhouse is a public area which is accessed by members of the public both on foot and in vehicles.

3. Should an accident occur on the outlying courts, the coach doesn't have ready access to first aid equipment located in the clubhouse.
4. The safe handover of children after sessions is compromised as there isn't a clearly defined parent waiting area.

The committee agreed to look into options when renewing the coaching contract.

Wrexham Tennis Centre – Independent Review

The LTA have undertaken a full review of their Safeguarding and related policies in light of the Wrexham Tennis Centre coaches conviction.

The main recommendation is that all clubs should adopt a Safeguarding at Events, Activities and Competitions policy.

ERJ outlined that she will be going through the policy with TSH shortly to ensure we comply with all aspects and will then request at the next meeting formal agreement of adoption.

AOB

75 opted in to the Wimbledon ballot. The committee discussed that this was quite a low number and we will look to increase this next year. (Even if a member can't attend the ballot evening at the club, it's important to opt into the ballot as the club gets more tickets overall.) VM to do more next year.

Defibrillator – thank you to Simon Howe for organising the donation of the defib

- CJ's husband will organise the training.
- Question remains of where are we going to put it?
- Proposed that it could be in the Outside toilet to allow access to all but only once redecoration works complete. But temporarily we are going to put it in the ladies changing room
- Need to inform members as to its whereabouts.

Bench in Memory of Gill - Need to cement in the bench down by courts 4 and 5 (Paula and Caroline are planning to do this) Unveiling will be in April – date to be confirmed once bench cemented down.

Date of next meeting

1 April

NEW ACTIONS:

Date	Action	Who	Update
25012019	Pros and cons list for non-member use of courts	CB	ongoing
25022019	Bulbs planted and concrete done for bench	PJ	
25022019	Email out to lady members re: coaching	VM	Done
25022019	Email out to all members re: courts/security	VM	Done
25022019	Email out to all members re: curry night/first Thursday	VM	Done
25022019	Invite Mark Lewis to a meeting	ERJ	
25022019	All committee to think re: security measures	All	
25022019	TSH to supply DW with list of children in coaching programme	TSH	By 11 March
25022019	ERJ to go over safeguarding polity with TSH	ERJ	
OUTSTANDING ACTIONS			
220517-02	Make sign for the club	LC	LC confirmed too expensive from council. LC has sign which we will put on the fence. He will put on fence with cable ties.

240417-02	Carpark	SF	Update – February 2019 - SF has confirmed that Network Rail will be resurfacing the carpark (when, is another matter!)
House & Grounds	Cleaning moss from roof tiles, replacing tile.	CB	o/s to be completed SUMMER 2019 CB confirmed moss needs cleaning by toilets. Not main roof.