

## Management Team Committee Meeting Minutes.

**Date:** 3rd April 2023

**Attended:** Gordon Hughes(GH) Dee Hughes(DH) Matt Frier(MF) Gillian Bunting(GB) Barrie Farnsworth(BF) Sarah Jones(SJ) Will Harrison(WH)

Apologies: Alison Westray (AW) and Edwin Shufflebotham (ES)

Item	Discussion	Actions	By whom	When
1	Safeguarding:  All good no issues			
2	Finances:  As at end of February the YTD shows Club house - £161 and the Tennis -£74.  £18k in building society & £17k in bank to date  Funding team are progressing options with the local council which is work in progress			
3	Energy:  Solar panels awaiting further quotes to have a comparison of options for the management to make a decision.	Progress	ES	Urgent

4	<p>Tennis:</p> <p>Team Status: The Ladies teams are almost complete and Mens teams are being finalised.</p> <p>New members will be contacted to be encouraged to come and play with members.</p> <p>Court Refurbishment: Got delayed due to wet weather, waiting for the next weather opportunity and are top of the supplier's priority list</p> <p>Coaching: R2R are going to supply us with a level 4 coach, working alongside Libby</p> <p>Court 6 access is being reviewed for maintenance access.</p> <p>WhatsApp groups to be reviewed and cleansed</p>	<p>Issue information to all members when complete.</p> <p>Contact new members.</p> <p>Progress</p> <p>Communication to members required.</p> <p>Chase</p> <p>Communication required to members</p>	<p>GB</p> <p>GB/BF</p> <p>GB</p> <p>R2R</p> <p>MF</p> <p>WH/GH</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>
5	<p>Social Events:</p> <p>Ukulele &amp; pie night was a success with 70 or more people attending and £450 was raised for LOROS</p> <p>It was agreed that there should be 2 months of detailed social dates and the balance of the year can just refer to the month and the events.</p> <p>LOROS will be the club's charity of choice for 2023</p>	<p>Update programme</p>	<p>MF</p>	<p>Urgent</p>

<p><b>6</b></p>	<p>Marketing and Media Management: The Marketing team and now in control of Facebook, Instagram and twitter and are in control of the poster and advertising material.</p>			
<p><b>7</b></p>	<p>Club House Improvements: The current focus is looking at how to improve the building frontage, we have a design and quotes are required for an assessment.  A review of what can be achieved withing the clubhouse will then be tackled</p>	<p>Progress</p>	<p>GH/BF</p>	<p>ASAP</p>
<p><b>8</b></p>	<p>AGM: The date is now set for Monday 22nd May @ 7pm</p>	<p>Determine actions leading up to the AGM date</p>	<p>GH/DH</p>	<p>April</p>

<p><b>8</b></p>	<p>AOB:</p> <p>Cleaning: Revised Cleaning schedule for the club being drawn up</p> <p>Some No-Smoking signs have been added around the building, more required. The smoking butt will be removed from the front of the building to help improve the smoking issues outside the front door.</p> <p>Smoking is only allowed at the rear of the building and outside the middle (car park) side entrance, the staff are required to be move vigilant.</p> <p>New CCTV sign required in the porch as it's broken</p>	<p>Review</p> <p>Review and action</p> <p>Replace</p>	<p>GH/Helen</p> <p>GH/Helen</p> <p>GH/Helen</p>	<p>Urgent</p> <p>Urgent</p> <p>ASAP</p>
<p><b>9</b></p>	<p>Next Meeting date:</p> <p>2<sup>nd</sup> May @6:30</p>			