

Management Team Committee Meeting Minutes.

Date: 9th May 2023

Attended: Gordon Hughes (GH) Alison Westray (AW) and Edwin Shufflebotham (ES) Matt Frier (MF) Gillian Bunting (GB)

Apologies: Dee Hughes (DH) Sarah Jones (SJ) Will Harrison (WH)

Item	Discussion	Actions	By whom	When
1	Safeguarding: No HLTC Issues The LTA have appointed a new safeguarding officer who will conduct a review of our setup	Host	SJ	22 nd May
2	Finances: The P&L are being consolidated ready for the AGM. £18k in building society & £15.4k in bank to date (we have a £4k VAT bill to pay this month Funding team are continuing to look at options with the local council.			
3	Energy: Solar panels: We currently have 3 quotes for installation on the bungalow roof which range from £13k to £21.5K	Review and establish benefits.	ALL MC	ASAP

	A fourth quote is being progressed. We have the energy audit.	Review	MF/GH	ASAP
4	<p>Tennis:</p> <p>Team Status: We now have 13 teams entered in the summer leagues.</p> <p>The men's teams are proving difficult to fill. But the captains are working on this.</p> <p>Coaching: We now have a level 4 coach (Richard Cragg) which is being received very well</p> <p>A regular meeting with Libby to be arranged to sort any issues.</p> <p>A discussion took place about the club championships.</p> <p>Court 6 access is being reviewed for maintenance access.</p> <p>WhatsApp groups to be reviewed and cleansed</p>	<p>Progress and compile list to issue to members</p> <p>Arrange</p> <p>Liaise with previous organisers.</p> <p>Obtain quotes.</p> <p>Communication required to members</p>	<p>ES/BF/GB</p> <p>GB</p> <p>GB</p> <p>MF</p> <p>WH/GH</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>Urgent</p>

5	<p>Social Events:</p> <p>As previously agreed, it is important 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>As already stated, LOROS will be the club's charity of choice for 2023/2024</p>	Update programme	MF	Urgent
6	<p>Marketing and Media Management:</p> <p>The Marketing team are doing a great job advertising the upcoming events.</p> <p>We now need to update any sponsorships.</p>	Put together a proposal	The Team	ASAP
7	<p>Club House Improvements:</p> <p>The current focus is looking at how to improve the building frontage, we have a design and quotes are required for an assessment.</p> <p>A review of what can be achieved withing the clubhouse will then be tackled</p>	<p>Still in Progress</p> <p>Review</p>	<p>GH/BF</p> <p>GH/BF</p>	<p>ASAP</p> <p>ASAP</p>
8	<p>AGM:</p> <p>The date is now set for Monday 22nd May @ 7pm</p>	Issue AGM Pack to members	GH/DH	Before the 12 th May

8	AOB: Cleaning: is under review	Obtain various quotes for deep cleaning	GH/Helen	Urgent
9	Next Meeting date: 13 th June @6:30			