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Date: 25/06/2024

Dear «Forename»

## Management Committee Meeting Minutes.

Date: 17<sup>th</sup> June 2024

Attendees: Gordon Hughes (GH) Alison Westray (AW) Gillian Bunting (GB) Colin Stott (CS)

Apologies: Dee Hughes (DH) and Matt Frier (MF)

Absent: Sarah Jones (SJ) Will Harrison (WH)

Item	Discussion	Actions	By whom	When
1	Safeguarding:	Nothing to report		
2	Finances:  This year as at end of May 2024 the clubhouse shows a profit of £2444, and the Tennis shows a profit of £307.  As at today we have £9.3k in building society & £13k in bank.  Sponsorship is progressing with cold calls and letters to approach local businesses, but still with little response. A suggestion was put forward to contact people hiring our facility	. Continue to progress	CS	Ongoing

3	Tennis Topics			
	Coaching: George is now providing the coaching, although the Tuesday session numbers have dropped off, but the Thursday session is improving,	Set up meeting with the team captain to discuss team coaching.	CS/GB	ASAP
	Consider Cardio sessions.			
	'It was decided not to have another tennis open day this year. However, pickleball will be promoted on the Fun Run Day 18th August, in conjunction with a pop-up shop provided by Melton Sports. The foyer will be used to promote tennis on this day.			
	To promote tennis membership, it was decided that during the 2 weeks of Wimbledon we will offer an attractive tennis rate of £60 for the year or £5 per month for the first year.	Promote offer.	All	
	Clarification needs to be about tennis balls purchases for drop-in sessions	Update Website and inform members	GB	ASAP
4	Pickleball:			
	The current sessions are Saturdays and Mondays, Mondays seem to be more popular. We are looking at addition session to meet the demand.	Investigate	GH/GB	ASAP
	Still looking at the logistics of payments and the equipment security was a concern	Investigate	GH/GB	ASAP
5	Social Events:			
	The July programme has been agreed and advertising is in progress.	Advertise	Social and Marketing Teams	
6	Facilities update.			

	The following was discussed.			
	Painting of the court benches.	Obtain paint etc.	CS	ASAP
	Remove the damaged bench in the court viewing area. Invite any member if they wish to donate a replacement bent with a plaque of their own design.	Remove and invite member to donate a new bench.	cs	ASAP
	Court brushing machine.	Repair with new brushes.	WH	ASAP
	Install court usage signs on the court gates.	Obtain and install.	CS	ASAP
	The cutting of the trees behind courts 1-3.	Obtain quotes.	GH/CS	ASAP
	There is concern about speeding down Tennis Avenue, it	Email members.	GH	ASP
	was agreed to remind members about speeding and ask neighbours to report any seen occurrence.	Talk to the neighbours	cs	ASAP
7	AGM Minutes Action:			
	The committee reviewed the comment from the minutes:			
	Room Hire Costs, we still need some comparisons, but compared to the rugby club we are more expensive.	Check further.	Any member	
	Membership and free room hire, it was agreed that any new member would only get free hire after a period of 6 months being a member. But to encourage social membership we will offer any new hirer the option of a free first year social membership, to take effect from 1 day after their room hire.	Communicate the new requirements.	GH	ASAP
	The question about a cover charge for those using their own catering was rejected by the MC as this would detract from possible room hires.	No further action.		
	In terms of a damage deposit, again this was rejected by the MC for the same reason above.	No further action		
	The members bar, consideration about moving the pool table to the games room was discussed and it was			

	thought it is not practicable due to the room available in the games room. However, we do need to not use it as a storage area, to be investigated. A sign will be created to be used when the other two room are being hired to state Members only.  The balance of the questions has already been answered	Investigate other storage option.  Create signage	GH/Helen CS	ASAP ASAP
8	AOB:  The Welcome Pack for new members is in its final stage and the intention is that it will be emailed to new members, and it will also be added to our website.  Whats Apps, it was stated that only paid-up members should be on any Club used What Apps groups	In progress.	CS	ASAP
9	Next Meeting date: 15th July @ 6.30pm			

Dee Hughes HLTC Secretary