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Date: 22/07/2024

Dear «Forename»

Management Committee Meeting Minutes.

Date: 15th July 2024

Attendees: Gordon Hughes (GH) Dee Hughes (DH) and Matt Frier (MF) Gillian Bunting (GB) Colin Stott (CS) Will Harrison (WH)

Apologies: Alison Westray (AW) Sarah Jones (SJ)

Item	Discussion	Actions	By whom	When
1	Safeguarding:	Nothing to report		
2	Finances: The monthly figures were not available at this time. As at today we have £9.3k in building society & £12k 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. Funding, all our applications for any funding has	Continue to progress. Continue to progress	CS Funding Team	Ongoing Ongoing

	been turned down			
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3	<p>Membership</p> <p>With the excellent deal for tennis during the Wimbledon period we had 21 new members so far (includes 2 Juniors) with others still to process, so could end up with around 32.</p> <p>It is pleasing see that a few pickleball players have now joined as tennis members</p>			
4	<p>Tennis Topics</p> <p>Coaching: Session with George still to be arranged</p> <p>The club championship information has been circulated, now waiting for responses from members.</p> <p>The championship trophies which are competed for, needs clarification and we need to determine where the trophies are.</p> <p>It was recognised that the Ladies first team has achieved league promotion, Well done ladies.</p> <p>Winter League: 2 Men's & 3 Ladies teams will be entered</p>	<p>Set up meeting with George.</p> <p>Collate feedback.</p> <p>Investigate</p> <p>Sort the league players</p>	<p>CS/WH</p> <p>GB/WH</p> <p>GB/WH</p> <p>GB/WH</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>

5	<p>Pickleball:</p> <p>Currently Pickleball uptake is increasing well, with 21 regular players participating in Pickleball sessions.</p> <p>A third session for pickle ball has now been added, Mondays at 6:30 and the Saturday session has now been moved to 11:00</p> <p>We discussed as to how we could set up the facility for players to use the court as and when required. Advert for Pickleball is also now in Messenger</p>	Work out solution	GH/GB	ASAP
6	<p>Social Events:</p> <p>The August programme is being evaluated and the September programme is in hand and advertising is in progress.</p>	Consolidate and advertise	Social and Marketing Teams	Julu
7	<p>Facilities update.</p> <p>The following was discussed.</p> <p>Painting of the court benches and replacement of some of the viewing benches</p> <p>Court brushing machine.</p> <p>Court usage signs are now in place on the court gates.</p> <p>The cutting of the trees behind courts 1-3.</p> <p>There is concern about speeding down Tennis Avenue, it was agreed to remind members about speeding and ask neighbours to report any seen occurrence.</p> <p>The ladies changing room shower is almost fixed.</p> <p>The gent's urinal is working but needs a solenoid.</p> <p>The electrical system needs to be inspected and certificated.</p>	<p>Email members for support.</p> <p>Repair in hand.</p> <p>Provide quotes.</p> <p>Email members outstanding.</p> <p>Connect power. (Now Done)</p> <p>In progress</p> <p>Obtain inspector.</p>	<p>CS</p> <p>WH</p> <p>WH</p> <p>GH</p> <p>MF</p> <p>MF</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>Urgent</p>

	Members only signs to be completed and handed to the staff to put on the member's room doors when required	Liaise with Helen	CS	ASAP
8	AOB: First Aid Kit & Training needs updating It was agreed that we should seek some volunteers to help with the club administration	Action as required. Sent communication to members.	GH/Helen GH	Urgent ASAP
9	Next Meeting date: 19 th August @ 6.30pm			

Dee Hughes
HLTC Secretary