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Date: 21/08/2024

Dear «Forename»

### Management Committee Meeting Minutes (August 2024)

**Date:** 19th August 2024

**Attended:** Gordon Hughes (GH) Dee Hughes (DH) Matt Frier (MF) Colin Stott (CS)

**Apologies:** Sarah Jones (SJ) Alison Westray (AW) Gillian Bunting (GB) Will Harrison (WH)

Item	Discussion	Actions	By whom	When
1	Safeguarding: Nothing to report			
2	Finances: As at the end of June this year to date shows the club house in profit of £1.4k and the tennis at a loss of £0.8k  As at today we have £9.3k in building society & £12k in bank  The Funding team continue to explore way of obtains any funding, but no response as yet. Sponsorship: we have £150 sponsorship from Vernon Moore and £100 from Melton Sports	Team is progressing further options  Follow up	CS	



5	<p>Facilities update The men's toilet is now repaired and functional</p> <p>We are in the process of having the electrical system tested which is a requirement of our club insurance</p> <p>We have renewed the contract with Technical Services for the continuation of the top court with 4 visits per year for maintenance</p> <p>The Willow tree on court 1 - WIP</p> <p>The court brush machine - WIP</p> <p>Benches have been painted; benches that are not fit for purpose will be disposed off</p> <p>It was suggested that we set up a Crowd funding for benches</p> <p>The Electrical contract for 2025 needs to be sorted</p>	<p>Expect completion this week</p> <p>Progress</p> <p>Progress</p> <p>Dispose</p> <p>Create on Website</p> <p>Progress</p>	<p>WH</p> <p>WH</p> <p>CS/MF</p> <p>GH</p> <p>GH/DH</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>
6	<p>AOB: It is disappointing that we haven't had any response from any members to assist with the membership administration</p> <p>First Aid kit and training requirements</p>	<p>Progress</p>	<p>GH/Helen</p>	<p>Urgent</p>
7	<p>Next Meeting date: 23rd September @ 6.30pm</p>			

**Dee Hughes**  
**HLTC Secretary**