



Westfields Tennis Club AGM

Monday 5th March 2018

The Black Lion Richmond

Present: Kevin Caven; Anne Caven; Graham Berry; Anne Flecchia; Rose Hayes; Patrick Pridmore; Sue Broadhurst; Gwyneth Wright; John Dickinson; Graham Barber; Phil Leahy; Joan Curran.

Apologies: Angela Dickinson; Bill Whaley; Sue Lussey; Sam Cullen; Paul Kipling; John Lloyd; Jo Lloyd; David Crapper; Fiona Raymond; Phil Raymond.

Item 1: Confirmation of Minutes of AGM held 13/03/17.

The minutes were accepted as a true record of the 2017 AGM.

Item 2: Annual Chairman's Report

The Chairman, Kevin Caven, read through his report. A copy is filed in the minutes and will be available to read on the club noticeboard. The key points were that it had been a very positive year for the club, thanks to the club officers, committee members and members. The club moved forward in many areas. A priority for the new season will be to develop a Safeguarding and Welfare Policy in line with LTA guidelines. The Chairman set five challenges and goals for the club in 2018 to ensure that it continued to move forward.

Item 3: Treasurer's Report

The outgoing Treasurer, Phil Leahy, presented his Report for the year ending December 2017. A copy is filed in the minutes and will be available to read on the club noticeboard. Various points were highlighted:

- Increased revenues were linked to strong membership.
- Overall profits were limited by exceptional expenses, notably the court repair and repainting.
- The committee can realistically hope to continue to build the club reserves over the next 3-5 years towards £40,000.
- The Treasurer thought that we may be approaching the need to limit new membership/create a waiting list but that a priority also needs to be to stop the leakage of new members.

Whilst these are issues for the committee to take up, there was some general discussion of leakage of new members, initiated by GB. The Treasurer thought that more help and sessions for beginners would help. JD and others offered to attend and help at sessions for beginners to provide basic guidance. The same applied to families. The club had few teenage members, with most of the junior members being under 11. Whilst we do have soft balls / kit for Juniors, efforts to organise Junior coaching by AC had not been successful due to a lack of interest.



Westfields Tennis Club AGM

Monday 5th March 2018

The Black Lion Richmond

The Treasurer, Phil Leahy, was thanked for all the work that he had done in his time as Treasurer.

Item 4: Maintenance Report

The retiring Maintenance Officer, Anne Flecchia highlighted several points.

- The treatment of the courts by Dragon Courts (ultimately costing £4,862) had been successful and improved safety.
- A.S. Landscapes had proved increasingly unreliable at providing a grass cutting service. This was taken over in September by Hollier on the basis of advice from RH. The first cut cost £60 and subsequent cuts £50. £50 was also charged to cut the hedge. The service was good and the firm is happy to continue in 2018.
- Moles had proved a problem ... undermining the top edge; making it difficult to mow; creating mounds of soil that were then washed down. BPM Pest Control were hired at a cost of £68. Two moles were caught and the problem solved for the time being.
- Two new benches were bought at a cost of £463 and three old ones taken by members in return for donations (GB and AB).
- AF highlighted some jobs that would need to continue to be monitored, such as the proposal to lay a path from the gate to the courts.
- AF said that her job had been made easier by the willingness of members to help with maintenance work. Though giving up her role, she would continue to help out with maintenance.

A general discussion of maintenance issues followed.

- It was asked whether the new benches needed treating but both AF and KC confirmed that teak benches were designed to remain outdoors with no treatment.
- The idea of some form of artificial grass on the bank at the back of lower court to help balls to roll back down; to reduce the task of cutting grass on the bank; to reduce the risk to Health and Safety from members climbing the bank after balls that had stuck. There was some concern that any artificial covering might affect the drainage and it might be better to only place it over the top meter. KC suggested that there could be a link made to the existing land drain. Both the path and the banking could be discussed by the committee with relevant suppliers. GW asked if a hard wall could be built, but this was thought to be too expensive as it would need to retain the public footpath.



Westfields Tennis Club AGM

Monday 5th March 2018

The Black Lion Richmond

Anne Flecchia was thanked by the Chairman for all the maintenance work that she had done for the club over the past 9 years.

Item 5: Election of Officers and Committee

Paul Kipling was the only nomination received for the post of Treasurer. The meeting discussed and then voted on whether to waive, in this instance, the club rule 14F that a committee member needed to have been a member of the club for 1 calendar year. It was pointed out by AF that Paul had been a member of the club before. All agreed that he was a well-known and respected Richmond resident. It was agreed unanimously to waive rule 14F in this instance and Paul was elected Treasurer. PL made clear that, to begin with, he would be assisting Paul in the role

PL and AF were leaving the committee and becoming Trustees of the club. As such, they would still be able to attend committee meetings.

There would be one committee member less after these changes. JD said that he would be happy to come on the committee. AC will be contacting John to co-opt him on to the committee. He had already agreed to take on the organisation of the Vale of Mowbray League team, with assistance from GB.

Replacing AF in her maintenance role would be a priority for the committee. She thought that her work could be broken down and shared between different members of the club. Whilst Dave Ryder had declined a committee role, it was hoped that he might be willing to help with a weekly routine, as could other members. Major works such as court maintenance would need to be overseen by the committee. AF offered to clarify what equipment we might need.

A lengthy discussion as to the Auditor of Accounts took place. The existing Auditor, Peter Schollick, was looking to step down after doing the job for many years. PL offered to take on the role of Auditor now that he was stepping down as Treasurer. His role assisting PK would be of limited duration, he would remove himself from the mandate to sign cheques and he would have no role in the handling of moneys. He clarified the role of Auditor in simply checking the accounts. There would be no conflict of interest caused by his role as Trustee. Whilst all present accepted PL's objectivity and ability to carry out the role of Auditor, it was thought by some that there would still be some overlap from his role as Treasurer during the handover to PK. PL agreed to ask Peter Schollick to continue to audit the club accounts for one more year. The committee will need to discuss/agree whether it is acceptable to have a current member as Auditor or whether we need to find a new external Auditor for 2019. PL was to convey our thanks to Peter Schollick and a present offered as a thank you. AC to liaise with PI over the present.

Patrick asked re subs. These were to remain as in the Members Guide ... £80 and £133.