

Stansted Tennis Club Annual General Meeting

Thursday 4 March 2021, 8pm via Zoom

Present: Val Akers, Val Ashwood, Diane Brown (Treasurer), John Budd, Clive Carroll, Catherine Gibby (Welfare Officer), Catherine Hodgen (Secretary), Gail Hogg (Committee Member), Jamie Hogg (Chairman), Ash Huggonson, Fiona Kelly (Committee Member), Debbie Lane, Garth Lane (President), Daphne Lunnon, Dina McDonald (Committee Member), Caroline Mott (Committee Member), David Murfitt (Committee Member), Clare Murfitt, Fiona O'Brien, Fiona Pye (Membership Secretary), Martyn Taplin (Committee Member), Lyn Timms, Michael Wilde.

Distribution to: STC Committee, STC Trustees, Welfare Officer, Parish Council (Ruth Clifford), Clubhouse Noticeboard

MINUTES

1. Chairman's welcome and opening remarks

Garth Lane (President) was the acting Chairman for the meeting. He opened the meeting and expressed appreciation for the organisers of the AGM who have had to implement new ways of working, and for the wider Committee and other members who have contributed to the smooth running of the Club against the backdrop of the pandemic. He expressed hope that we would soon be able to return to normal life and enjoy tennis without anxiety and restrictions.

2. Apologies for absence: Chris Hollis, Jan Hollis

The meeting was confirmed to be quorate.

3. Minutes of 2020 AGM and matters arising

The minutes were adopted as a true record. No matters were arising.

4. Chairman's report

Jamie Hogg reflected on the past year and gave some views and thoughts on the future for the Club. See full report at Appendix 1.

5. Treasurer's report

Diane Brown gave a report on the financial status of the Club. See full report at Appendix 2 and STC Income & Expenditure account at Appendix 3.

Jamie Hogg added that, in addition to the grant already showing in the accounts, a number of additional grants have been applied for and a total approaching £18k has been received to date. In response to a question, Jamie confirmed that these grants are not time-limited in terms of when we have to use the money.

6. Election of Officers and General Committee Members

Following the resignation of Fiona Pye, nominations for election to the Committee had been sought and Fiona O'Brien was proposed by Jamie Hogg and seconded by Catherine Hodgen. The nomination met all the requirements of the STC Constitution and, in the absence of any further nominations, Fiona O'Brien was duly elected as a General Committee Member.

In addition, the Committee are permitted under the STC Constitution to co-opt one further member and Lyn Timms will be joining the Committee in this capacity.

7. Any other business

Jamie Hogg clarified that the role formerly held by Fiona Pye will be taken primarily by Caroline Mott who will henceforth be the STC Membership Secretary. In addition, Gail Hogg will oversee the court diary and bookings system.

There was a brief discussion of the new online membership process which has so far been well-received. Diane Brown confirmed that direct debit payments are taken a few days after the instruction is received and that members are sent email confirmation as to when payment will be taken.

Full instructions will be issued shortly as to the court booking system which has changed during the year to allow members to book social games. Some minor changes have also been made to the software and these will be notified to all members. The system for collecting visitor's fees will also be changed to mesh in with the new court booking arrangements and details of this will be included in the instructions to members.

Jamie Hogg confirmed that the courts will be reopening on 29 March 2021. Any restrictions to play will be advised before this date.

Garth Lane announced the nomination by the Committee of Fiona Pye for honorary membership of STC in recognition of her outstanding contribution to the Club. Fiona left the meeting and a poll was taken of the remaining members and Committee members. The result was unanimous in favour of awarding honorary membership to Fiona.

Jamie Hogg thanked those present for the great turnout.

The meeting closed at 8.41pm

APPENDIX 1

STC AGM Chairman's Report – Mar 2021

Good evening everyone,

By any stretch of the imagination, it has been an extraordinary and unprecedented year for the club due to the Coronavirus. Who could have possibly anticipated the challenges we have faced, and continue to experience as a community as well as a tennis club? I doubt the club has experienced anything similar outside of wartime during its entire history.

In the last year, nothing at the club has been routine, much of our usual activity has been put on hold, as we dealt with the continuing changes and restrictions required to combat the virus. Looking back, we sent out over 20 Covid related communications to members as lockdowns came and went and play restrictions continually changed. At all times, we followed the guidance provided by the Lawn Tennis Association, who in consultation with the Government strived to keep tennis going as long as possible. The overriding objective being to keep people safe.

During this period, whether or not the club was open, the Committee continued its meetings as normal, albeit via zoom. As well as keeping the club running, these meetings were significantly focused on actions required to minimize the risk of spreading the virus. As Chairman of the club, I cannot thank you and others who have supported us enough for all the work you have done over the year, it has been challenging but your dedication has remained throughout. The club thank you.

For the record, there have been three lockdowns. The dates of which were; the 23 March until the 13 May, 5 November until the 2 Dec 2020 and the third which started on the 5th of January, and which is due to end on the 29 Mar 2021, subject to various government criteria being met. The Committee recognize that these lockdowns have caused loss of playing time for our Members. In order to compensate for this, the Membership fees for the coming year have been reduced on a prorated basis to reflect the time lost.

During the year, many procedures were put in place, including social distancing, hand washing facilities, restricted play, ball quarantining etc. One of the unintended and beneficial consequences is that the booking system we were required to put in place has proved very popular, and hence we shall continue with that for the foreseeable future.

In terms of organized tennis, we managed to run the club sessions for quite some time and played one tournament. This was the ladies one day tournament, held at the end of August. This was a popular event, ably run by Debbie Lane, and our thanks go to Debbie. This was won by Diane Brown and Marta Smistikova against Debbie Lane and Fiona Kelly. Well done to all of them! No other events were played, other than a brief foray into the Essex Small Clubs League, however, that too was duly cancelled. The club ladders and mix and match were played to some minimal extent.

I am pleased to report that despite the challenges during the year, we have maintained a high level of membership commensurate with last year, with a significant number of new members. The usual maintenance activities have been carried out throughout the year, with a well-attended maintenance day. Thanks to all those who helped. These days are really important, they ensure the club remains in good order and are a great opportunity to meet members,

albeit this year under restricted conditions! Many people have helped during the year, some notable repairs and thanks go to; David Murfitt for painting the windows and to Garth Lane for doing the long overdue repairs to the broken paving slabs. Thanks to Lyn Timms as usual for keeping the leaves off the courts.

Our thanks as always go to Jan Hollis, who despite having a pretty tough year herself, continues to ensure the old tennis balls are recycled for which we receive some funds and old balls put to good use.

Regarding the coming year, it is impossible to predict how things will go, however, things so far, are looking positive with the roll out of the vaccines along with an associated reduction in infection rates. With this progress our aim will be to return to some semblance of normality as soon as possible. We certainly hope to be running most of the usual competitions and tournaments.

In the meantime, our priorities as stated last year remain the same, these are; to grow the Junior section of the club and enhance the coaching provision, grow the funding position of the club to deal with future large capital commitments, encourage new members to join and to foster closer working relationships with the Communities and other organisations we serve.

A key capital item we have been looking into recently is the upgrading of the court floodlights with LED lights. The existing Metal Halide lamps, despite still working are well beyond their normal life. This means that lighting levels will have reduced and will likely start to break down soon. Replacing with LED lamps will improve the brightness, colour rendering and substantially reduce energy costs. We have applied to Uttlesford District Council for fund matching, but will not find out if we are successful until early July.

Before I move on to my final point, I would like to thank Diane Brown for doing an outstanding job as our Treasurer. Diane will mention it in her report, but if you have looked at the Finances, you will see we received an award of Ten thousand pounds from the government, this was achieved through Diane's efforts. Diane has also recently secured further funding to add to this amount. This has put the club in a strong financial position, so a big thank you and well done to you Diane!

Finally, before we move to the next agenda item, I would like to recognize the huge contribution to the club made by Fiona Pye. Fiona has advised us that she is standing down from the Committee as of this AGM. It is hard to put into words how much the club and membership owes to Fiona. It is entirely down to her efforts that the club continued to operate during the transition to the current Committee, nearly three years ago. For most, this transition was I am sure, seamless, but behind the scenes it was Fiona's huge effort and commitment which made it happen. Since then, she has continued to be a key member of the Committee, liaising with external bodies, ensuring our policies are up to date, coordinating the membership activities and various other essential activities. Throughout, she is always a 'calming' influence and 'wise counsel' to us all. She has assured me however, that she will be available to support the Committee, should the need arise.

So, Fiona, a huge thank you from the whole Committee and the Club! You are a star!

Thank you.

Jamie Hogg - Chairman

APPENDIX 2

STANSTED TENNIS CLUB TREASURER'S REPORT 2020

Despite the unprecedented year dominated by the Covid pandemic, Stansted Tennis Club has continued to flourish and has made another healthy profit of £4.8K, an increase of £0.7k from last year. The overall profit figure of £14.8k includes the £10k grant we successfully applied for and consequently got awarded from the government. The Grants were made available to help sports communities affected by the pandemic.

Expenditure

There were no subs and affiliation fees this year making a saving of £0.5k. This was due to Essex County Lawn Tennis Association suspending all payments due to the Covid in order to support clubs during the enforced closures.

Clubhouse maintenance had no expenditure this year and this is due to the very generous help from David Murfitt, Jamie Hogg and Garth Lane who have done improvements and have been happy to do this voluntarily. In particular the exterior window frames were given a very good renovation job by David and Garth did a great job repairing the paving slabs at the edge of the clubhouse, they look so much better and are much safer now.

Court maintenance saw a significant drop in costs of £1.2k mostly due to having only one moss clean and no other work needing to be done. A very big thank you to Lynn Timms who has very kindly continued to clear the courts of leaves and debris and insisted on doing this voluntarily.

We have a big drop of £0.5k in electricity costs, again mostly due to the closures.

Tennis ball costs were down £150 due to the absence of matches and decrease in play. Many more new balls had to be used for club sessions as there were no matches, so that was a bit of a treat at club sessions. Although we did make good use of all balls before starting new tubes.

Sundry costs were up, due to far more cleaning supplies namely sanitising gel and hand wash needed for keeping all our members safe.

Income

We managed to maintain a healthy membership income of £8.5K which is a great achievement considering the circumstances. We have even welcomed new members during the pandemic, partly due to allowing members to bring visitors who liked the club so much they subsequently decided to join.

There was an increase of £114 in floodlight income, this was due to more players taking advantage of using the courts into the evening. As there were no matches taking place, there was more court availability.

Understandably there was a combined loss of £1k from match and tournament fees due to being unable to play them.

Visitor fees have seen a substantial increase of £210, this has shown that the courts were utilised as much as possible by both members and visitors of members. This has in turn led to the club gaining several new members.

In May we applied for a grant through Uttlesford District Council, this was a Government Grant made available for sports facilities to give much needed financial assistance due to Covid 19. We were awarded £10k. This will help cover costs associated with loss of income, and any surplus will enable us to improve the facilities of our club.

The club's balances now stand at an extremely healthy £48k. In view of this we will not be making any increases to the subscriptions this year. The healthy bank balance puts Stansted Tennis Club in a very good position. It means that big projects like court resurfacing and improved floodlights will be able to go ahead as and when required.

In order to compensate members for the months where the courts were forced to close we will be reducing renewal subscriptions, the reduced renewal rates are shown on ClubSpark.

APPENDIX 3

2020 Income & Expenditure account

2020**2019**

EXPENDITURE

Clubhouse maintenance	£0.00	£310.35
Subscriptions + Affiliation fees	£21.00	£493.00
Rent	£1,030.00	£1,036.00
Rates	£129.74	£127.66
Insurance	£397.38	£362.81
Court maintenance	£862.98	£2,084.89
Electricity	£581.96	£1,057.23
Water	£58.75	£64.62
STC Website	£79.20	£142.78
Tennis Balls	£481.80	£631.68
Sundries/Refreshments	£622.58	£539.24
Engraving	£0.00	£113.00
Gifts and Donations	£111.15	£687.00
Tournament Fees	£0.00	£0.00
Admin	£0.00	£0.00
Keys	£49.00	£141.49
Subs/key deposits refunds	£10.00	£17.00
Floodlight Refunds	£36.00	£22.00
Advertising	£44.63	£76.25
Total Expenditure	£4,516.17	£7,907.00

INCOME

Subscriptions	£8,564.25	£8,595.00
Match Fees	£180.00	£702.00
Tournaments	£40.00	£489.53
Floodlight Income	£173.00	£59.00
Keys	£10.00	£135.00
Parish Council Repairs	£0.00	£85.97
Tennis Ball Sales	£162.10	£120.00
Visitors' Fees	£221.00	£11.00
Sundries/Donations	£10,000.00	£1,458.05
Cardio Tennis income	£0.00	£96.00
Interest	£25.14	£53.04
Total Income	19,375.49	£11,804.59

Net Profit/Loss	14,859.32	£3,897.59
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BALANCES

31-12-20**31-12-19**

Base Rate Tracker Account	£39,385.69	£29,360.55
Bank Interest Tracker Account		
Current Account	£8,503.06	£3,302.74
Petty Cash	£166.68	£532.82
Total Balances	£48,055.43	£33,196.11