

MINUTES OF THE PAPWORTH TENNIS CLUB (PTC) AGM HELD ON 26 MARCH 2013 AT THE VINTER ROOM AT 2000 HRS

Members present:

John Peal (Chairman), Carol Hooper (Treasurer), Stephen Welburn (Treasurer/Elect & stand-in Secretary), Lisa Millard (Membership Secretary), Caroline Douglas (Junior Tennis), Katie Biss (Committee Member), Tomasz Porzucek (Committee Member/Elect), Terry Voice, Terry Stenchen, Christine Stenchen, Karan Hotchkin, Debra Barker, Julia Hyde, Paul Thomas, Gary McGlone, Steve March, Fiona Cummings, Max Cummings, Laura Porter, George Gundry, Jo Wheeler, Margaret Williams, Moira Bond, Fiona Hughes, Tim Hooper, and William Hooper.

1. Apologies for absence

Sam/Zoe/Andy Douglas, Caroline Norton, Harry & Sara Webster, Hannah Curtis (Committee Member/Elect) and John Booker (Secretary).

2. Minutes of last AGM held on 29 March 2012

Two additions were required to the attendee list for the last AGM: Moira Bond and Stephen Welburn. Approval of the 2012 AGM minutes was proposed by Katie Biss and seconded by Caroline Douglas. The meeting approved the minutes unanimously.

3 Matters Arising from 2012 AGM

There were no matters arising from the 2012 AGM.

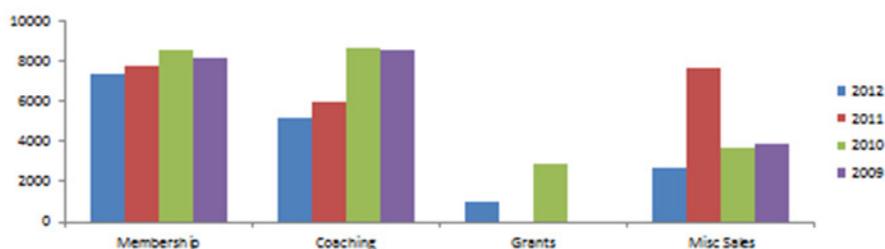
4 Treasurer's Report

Carol Hooper presented the Treasurer's report.

Financial Report - Income



Item	2012 £	2011 £	2010 £	2009 £
Membership	7359	7784	8571	8172
Coaching	5197	5932	8651	8510
Grants	960	0	2885	0
Misc Sales	2708	7670	3674	3880
Total Income	16224	21386	23781	20562
Plus Balance B/Fwd	44549	45263	39005	40581
TOTAL INCOME C/Fwd	60773	66648	62786	61143



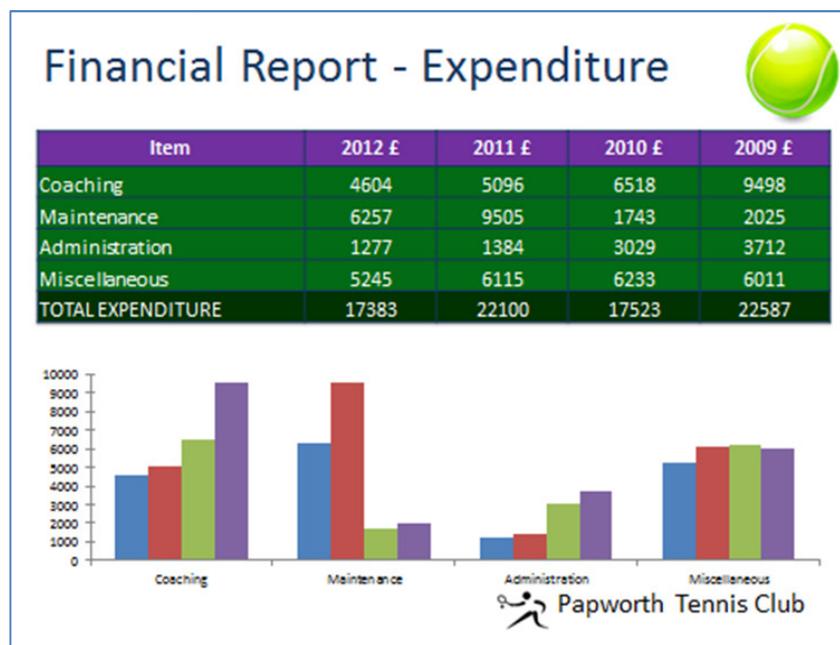
INCOME

Membership has declined year on year since 2010 & shows a 6% reduction this year. This is a situation which it is important to rectify. The committee has plans in place to make membership attractive especially for new & lapsed membership. We want all members to feel they are getting value for money in this tough economic climate. Coaching has also declined year on year since 2010; it has reduced by 14% for adult & junior overall for the year. Membership & coaching are closely linked & without new members, the coaching programme cannot grow. However this is not through the lack of efforts from our part time coaches, Sam, Diane & lately Terry & the helpers William, Mark, Turan & all the summer helpers, who have all done a fabulous job to keep the coaching going.

This year's grant was actually awarded in 2011, but we didn't receive it until 2012. This has been used entirely for our schools programme of coaching which is delivered by Diane Cobb, enabling the local primary schools to receive free coaching during the year.

Last year's sundries included £5000, which was received from the builders of the clubhouse to repay us for settling an invoice on their behalf, so this is an outlier & therefore should be discounted when making year on year comparisons.

In summary, once the £5k has been removed, we have a 1% reduction in income and also an overall reduction including the balance brought forward of 1% from 2012. Although this is not a major decline, it is a worrying trend downwards



EXPENDITURE

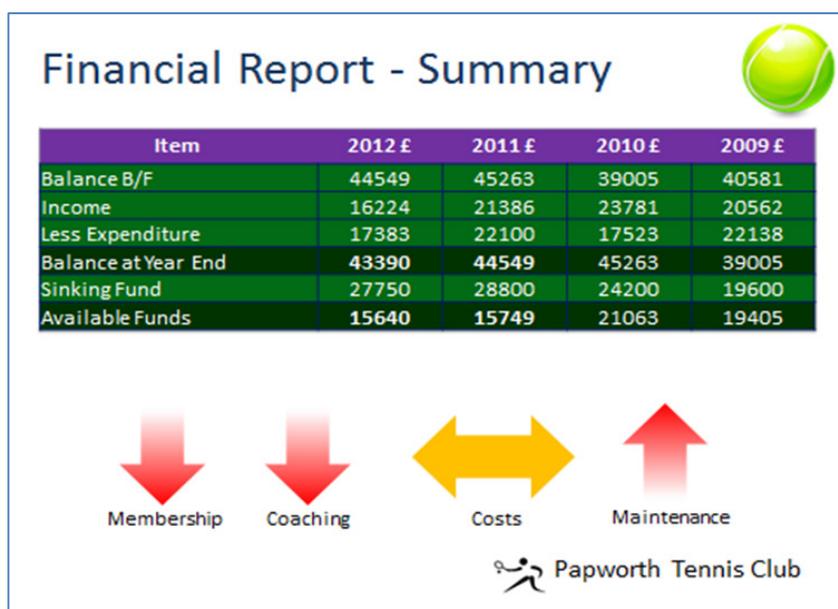
Following on from the fall in the amount of coaching, it is natural that there is a reduction in the cost of coaching – a 10% difference over the year.

This financial year the decision was taken to repaint the courts, this came at a cost of over £5k. Since it was such a large amount, the committee took the decision to take this money

from the 'sinking fund'. For those of you who are not aware, the sinking fund is a sum of money set aside for the rebuilding/refurbishing of the courts at a future date. This is increased by £4600 per year. You will see this has been reduced by the cost of the court painting.

The high cost of maintenance in 2011 was also the outlier mentioned in the income sundries. Discounting this, there has been a 28% increase in maintenance costs. As the courts age, it is inevitable that maintenance expenses will rise, so this trend should be expected to rise too.

In summary, without the outlier, we have increased our expenses by 2% over the year.



The trend is a decline for membership & coaching, costs remained reasonably static but maintenance has gone up. Membership numbers drive the coaching demand, so less members inevitably means less coaching. Although it is a gradual process, we as a club mustn't rest on our laurels. Our committee are working tirelessly to turn around this worrying trend, please support them when you can.

After 4 years as Club treasurer, Carol was handing over these duties to Steve Welburn.

5 Chairman's Report

The Chairman welcomed everyone to the meeting and to the new location in the Vinter Room.

The last 12 months must be one of the wettest on record – this time last year, it was 20 deg and a drought prompting a hosepipe ban. As soon as they announced it, it started raining and hasn't stopped since – well that is, until it started snowing! Officially, I have renamed the Annual Club Knockout Tournament, the annual Washout!

As you know, one of the club's commitments to its members is to always strive to provide excellent facilities and a great playing surface. Last year, the courts were repainted – booked in Feb, completed at end May! However, because it's been so wet this winter and it's been great growing conditions for moss on the southern half of the courts where the trees shade the low winter sun. The committee took the decision to get the professionals back in to pressure wash the courts which will be done as soon as the weather and the contractors' backlog permits.

On the subject of our facilities, the new clubhouse extension is proving a real asset. As the Conservatory was closed for a number of months, using their loos was not an option (even if we wanted to) so having our own was invaluable. The kitchen facilities are frequently in use for after coaching cuppas, match teas, our own events. And the meeting room has been in regular use over the winter, but is pigging cold even with a fan heater! And the equipment store is a real boon for the coaching staff.

Sam Douglas and Diane Cobb have dovetailed very well to cover our coaching needs with Sam covering the critical miniTennis Saturday sessions and summer camps very well until he switched his tennis rackets for carving skis and headed for Whistler in November. Diane has continued to provide in school taster sessions at several local primary schools although the grants that used to fund this have all but dried up. She has a regular group on Tues mornings, a number of private lessons and is just starting up an Easter Camp, Tots Tennis and an After School Club. In Sam's absence, Terry Stenchen has very kindly stepped in to run the miniTennis on an interim basis since the Feb half term until Sam gets back from Canada sometime in April. Many thanks Terry, the continuity is important and your contribution is much appreciated. It seems probable that Sam's own plans in the medium to long term don't allow for him to continue MiniTennis for the club so the search is on again for a coach to take this vital programme on. Although it's very early days yet, one of our new committee members already has coaching qualifications and so may add another string to our coaching bow. To close on the coaching subject, I'd like to thank Diane and Sam for their sterling efforts, Terry for stepping in and the juniors who assist, notably Will Hooper and Mark Barradell.

As you probably know from the latest newsletter and recent emails, our membership numbers have dipped in recent years. The club's financial situation remains strong with a substantial sinking fund to cover major capital spend on the courts and a healthy current account with no major projects looming to deplete it – BUT it is a worrying trend and the committee is taking steps to better fill the club's capacity. With 4 courts and floodlighting, we can comfortably accommodate up to 240 members according to the LTA's rule of thumb – we currently have 100 fewer members than that.

To better understand this, we conducted research in two areas – one to benchmark our fees against other local clubs. Although comparable with clubs with similar facilities, there are a

number of other clubs with inferior facilities but much lower fees and we sense some competitive pressure here. Hence no fees increase this year. We also conducted an exit survey with lapsed members from last 3 years – we got an excellent 35% response rate and many valuable pointers. Although many reasons like moving away or injury are out of our control, there are some areas where we need to give ourselves a kick up the jacksy to attract and retain members. The results of this are already being addressed – the main one being to make sure we are a really welcoming, inclusive club that provides the environment and opportunities that the members want.

We have just completed a leaflet drop (thank you committee!) to every house in Papworth to attract new members, we are wooing lapsed members, planning both a Play Tennis Day and an Adult Open evening and I've just been into Pendragon School for a bit of tennis evangelism at their assembly. This may well have scared them off for ever but the objective was to publicise the After School Club starting after Easter because it's a proven pathway into the club for junior members.

I should mention the Quiz Night with Fish and Chips in Jan which was very well attended despite heavy snow and being out of Papworth – everyone seemed to enjoy the night and if needed, I apologise for the severity of some of the questions, although I would point out it proved no obstacle for the winning team of David and Debra Barker, Lisa Seeley, Hannah Curtis and James and Wills Hooper.

As you know we appealed for fresh talent on the committee and I'm delighted to say that, subject to final ratification, we recruited 3 excellent additions, who have significantly added to the PTC gene pool.

Steve Welburn has been a member at Papworth for 6 years and is a keen club night attendee in the summer months, I think it's fair to say, and has heroically volunteered to take over as Treasurer from Carol. He's already showing a bundle of willingness and common sense, a winning combination for any committee member. Tomasz Porcuzek is always at Club Nights and probably gets better value for his membership than just about anyone else. He brings website knowledge to the committee, which is a great relief to me, and a revamp to the current site is under way. He is also getting together a squad to form a Men's 2nd Team – great news, and already garnering plenty of interest. Lastly, Hannah Curtis, who unfortunately is not able to be here tonight, has joined the committee. A busy teacher strong on sports, Hannah is already proving to be one of our leading ladies. Hannah is a qualified tennis coach and although she has a very busy life, she is willing to coach for the club including multi-sport summer camps and cardio-tennis to name just 2 possibilities. Hannah will take over as Child Protection Officer from Katie and also help us use Facebook to promote the club and communicate with members of all ages.

On that subject, digital communication with members is fast, cheap and targeted and I want to step up how we make the most of these opportunities. For example, match reports and a

calendar function on the website, so you can see when a home match is being played, or the courts are being cleaned so unavailable, for example. Facebook could be to find a fourth for a game at short notice or maybe to sell a no longer needed racket. The possibilities are endless and Tomasz and Hannah will be invaluable in this journey of discovery!

The reason we needed new blood on the committee was because of the departure of two of our stalwart members:

Carol took over as Treasurer from Sally Barnes in 2009 and has been a very efficient and dedicated committee member, always willing to take on a project, dealing with all the money movements in a very organised way and with no fuss. Although her menfolk are all active and skilled players at the club, Carol doesn't play so we are all the more indebted that she has done so much without getting more from the club than the odd buffet lunch although with Debra's Pavlov's, that alone is worth a membership fee! Carol, many thanks for all your hard work, great support and cheery good humour. Please come and receive a small presentation from the club by way of showing our appreciation.

Caroline Douglas has been the backbone of our Junior Tennis programme as long as I can remember, probably longer! A succession of coaches have been spared the admin duties because Caroline masterminded all aspects of running the miniTennis on Saturdays – recruitment, communication, staffing, finances, and so on. In addition, she's been a one woman recruitment team such that almost every enquiry soon found themselves becoming members. More recently, Caroline has been a committee member and demonstrated a strong understanding of how the club functions and what its priorities are. She has strong opinions and a no nonsense, let's just get it done, approach. Please would you all show your appreciation to Caroline, and please come and be presented with a gift from the club with a massive thank you for all you've done for junior tennis at the club.

Lastly, my 4 years as Chairman are up, which I have enjoyed hugely and I will be happy to continue on the committee – a kind of backbencher, I suppose. We had operated for a year without a Chairman after Katie stepped down and before I took over, so we will do that again for the time being.

I'd like to thank all the committee – leaving, on-going and newly recruited – for all your efforts, ideas, cooperation and good nature. In particular, John and Lisa for getting to grips with spreadsheets in the last year.

A reminder of the Alicante Cup date – Sunday April 28th – for those not familiar, this is a start of the year, fun event where players are paired up together for a round robin format before lunch and a final after lunch. It's always enjoyable, so please consider entering. Entry forms will be distributed in early April.

6 Election of Officers

The Chairman invited any member present to join the committee but, in the absence of any further nominations, proposed:

- i) The re-election of the current committee members (less Carol and Caroline): John Peal, John Booker, Lisa Millard and Diane Cobb. The motion was proposed by Debra Barker and seconded by Tim Hooper. Their re-election was carried unanimously.
- ii) The election of 3 new committee members: Steve Welburn (as Treasurer), Tomasz Porzucek and Hannah Curtis. The motion was proposed by Karen Hotchkin and seconded by Lisa Millard. Their election was carried unanimously.

Katie Biss proposed a vote of thanks to John Peal, as outgoing Chairman, for his leadership, dedication, and hard work on behalf of PTC over the past 4 years. The AGM endorsed this vote of thanks with a round of hearty applause.

7 AOB

The Chairman invited items of any other business from those present. As no items were proposed, the Chairman closed the 2013 AGM at 2110 hrs.

Post AGM notes:

- i) A ballot of Wimbledon tickets was held after the AGM and the winners were:

Margaret Williams, Steve March, John Peal, Christine Stenchen, Chris Cummings, John Booker, Andy Douglas, Fiona Hughes and Julia Hyde.

Reserves were Stephen Welburn and Tim Hooper.
- ii) A raffle was held and raised £57 towards club funds, thanks to Katie & Jo.