

Minutes

Annual General Meeting



Held on: Wednesday 26th April 2018, 7.30pm at WSGC

1. Attendance: 54 Members attended the meeting.

Apologies were received from: Danny & Diana Hewitt, Alix Lidbury, Andy King, Robi Signorelli, Howard & Angela Williams, Fran Nowlan, Emily Woodhouse, Denise Standing, Rosemary Gorringer, Douglas and Kate Neagle.

2. Approval of the Minutes held on 3rd May 2017

The minutes of the previous AGM held on 3rd May, 2017 had been circulated to Members. The adoption of the minutes was proposed by Glenn Waterfall and seconded by Dominic Boyle.

3. Chairman's Report

Glenn Waterfall reports:

Firstly, I would like to pay tribute to our valued committee team and thank them for their hard work behind the scenes in making sure the club runs smoothly. There are some committee changes which will be covered later. I would also like to extend my thanks to Doug Smit for continuing to manage the VETS and to Debra Boniface for organising and running the Wimbledon Ballot. Also a note of thanks to Neil Conniff for looking after the Globus online booking system.

I am delighted to report it's been another great year for West Surrey Tennis and we continue to thrive.

We've all been enjoying our newly painted courts and, several visitors to the club have commented on how wonderful they look. We've had a busy year socially too, including the very enjoyable Burn's Supper held at the Golf Club earlier this year.

There are plans afoot to repair the broken edging to the entrance of the club and we're also looking into upgrading our ageing floodlights to LEDs which Malcolm Dillon will cover in his report.

On a competitive *interclub* level : Our men's and ladies West Surrey teams have done exceptionally well this past season and it goes without saying that we're extremely proud of them – It's particularly rewarding to see our ladies team so often putting other better resourced clubs to shame, and no doubt our captains will provide more detail in their reports.



I would like to express my thanks to Phil Cadman, who last autumn, entered and managed a men's team in the Aldershot & District LTA winter league (lower division) in order to give those **non-Tuesday night players** an opportunity to play some competitive interclub matches. I'm pleased to report that team came **top** of their league and will be promoted next season. I feel it is important to expand and provide competitive playing opportunities to the broader membership as this can help promote loyalty to the club and reduce attrition.

Twenty seventeen was a very busy summer with a fantastic and well-attended summer finals day, this was followed by Paul Jameson's fundraising event **The Kilimasters Tennis Challenge** – in aid of his designated charity **Motor Neurones Disease**. Because of Paul's close association with the club, this was an event we were extremely proud and honoured to host. As a legacy, we now have a magnificent cup which the committee felt a fitting tribute to name **The Paul Jameson Trophy**. This trophy can now be used for any future Charity Events held at the club.

In the autumn we held our 5th annual interclub competition between golf playing tennis members and a number of keen West Surrey golfers...it was a great day, as always, and thoroughly enjoyed by all who took part. Thank you to Robin Gorringer and Judy Glastonbury for your support and help organising the event. Incidentally, this year's will be held on 30th September.

This past year's events concluded in March when we held our winter finals which were played in very cold and snowy conditions – but what a treat it was – some dazzling and exciting tennis played by all our finalists.

MEMBERSHIP:

I am extremely pleased to report that ADULT membership is up over last year from 177 to 185, in spite of the high attrition on subscription renewal last June.

The junior membership at 61 is slightly up and Mike Henry, our coach is doing a great job in that department.

- Our total 'playing' membership (all categories) is running at 238 - The LTA suggest an optimum of 60 members per court, so we are well within LTA guidelines.

The focus this past year has been on increasing our adult membership and Ideally it would be good to have around 200 adult members.

This would;

- provide a cushion for natural attrition and,
- bolster numbers for club roll up sessions. Whilst attendance to roll ups is healthy – there is still room for improvement.

Toward the end of last year, we implemented a number of strategies to attract new members:

- **Social media** - We relaunched and reinvigorated our [West Surrey Facebook](#) presence, introduced and kick-started a WS **Twitter** and **Instagram** account. These have been reasonably successful and rather encouragingly, through the winter months, we had new members join as a result of seeing our FB posts.



Social media also provides an excellent 'window' to our local community (FYI : Godalming community & surrounding villages combined Facebook pages - numbers 26,000 followers) so each time we post, we remind our community who and where we are, and that West Surrey is a very socially active & vibrant tennis club. Please, I'd like to ask those members who follow WSTC FB, to '**share**' any posts as this will increase our exposure.

- You may well have seen us in the **Out and About & Pepperpot** magazine too – over the past year we have run several free feature inserts in both of these brochures.
- Back in November we introduced **monthly** open evenings, which I must be honest, had limited impact and do need a more focussed effort going forward.
- In January we introduced "Refer a friend" and those members who recommended a friend were rewarded with a £15 Waitrose voucher as too was the new member (once they joined of course!). This scheme has so far produced three new members and is ongoing, so please try and encourage your tennis playing friends who are not yet a member of a tennis club to join West Surrey!

Over the coming months we'll build on these activities by;

- Holding events:
 - such as the [LTA Great British Tennis](#) weekend on July 22nd. Watch this space.
 - participating in the Godalming Staycation on the 4th August. This year the WS event will be combined with an open afternoon event for ADULTS to maximise exposure and opportunity to attract new members.
- Working more closely and collaboratively with the GC e.g. we're looking at ways of incentivising tennis playing golf members to join the tennis section and vice versa.
- Offering some trial membership packages

TENNIS SUBSCRIPTIONS

In 2015 we benefited from a decrease in membership fees followed by a zero increase for 2016 and 17. This year the golf club applied a 6.27% increase to **GOLF** membership, however in recognition that we are looking to grow tennis membership and need to keep tennis subs competitive against local clubs, the GC has agreed to apply a lower increase of 4.3% for the tennis section. This ensures our fee level still represents excellent value for money.

In summary, the tennis club is in a strong place, membership numbers are on the rise, the courts & clubhouse are in great shape and we're continually developing our tennis program and looking for ways to improve our appeal to both existing and prospective members.

Questions were taken...

Robin Gorringer, Q: Do you have a target number of adult members in mind? Glenn Waterfall, Ans: We are aiming for 200 'adult' members as this will give us a cushion against natural attrition that occurs every year and also help build numbers for club roll up sessions.

Robin Gorringer, Q: How do our fees compare with other local tennis clubs? Glenn Waterfall, Ans: A few weeks ago I did some research to find out what other clubs in our locality were charging and whilst we are at the higher-end, we still represent great value for money and remain competitive.



4. Treasurer's Report – Dominic Boyle

Good Evening, please find below the Treasurer's report for 2017/18.

The table below sets out the main cost centres, with the actual and budgeted spend and as you can see, the actual spend was higher than budget by about £4000.

This is accounted for as follows :

Courts were repainted at a cost of £5510. As was mentioned in last year's accounts, we have budgeted for this in the capital budget.

The only other negative variance was on Pavilion maintenance. £882 was for replacement of the guttering. The remainder, an unpaid debt from 2013 for refurbishment of the pavilion.

The capital budget has an allowance for Floodlight maintenance. However the reality is that our floodlights are old, and very expensive to maintain. Malcolm does a fantastic job on keeping prices down, but we are faced with more and more expenses going forward on bulbs and capacitors, and it would make sense for the club to look at replacing the current lights with LED ones over the next 3-5 years. With a plan of replacing 1 court each 1-2 years.

The total cost of the floodlights is likely to be between £22,000 and £27,000.

We will have a meeting with the Golf club about this in the next month.

WSTC Expenses ACTUAL 2017 and Budget 2018				
	Budget 2017	Actual Spend 2017	Deviation Actual v Budget	Budget 2018
Web/Online				
Website	£ 100.00	£ 148.78	£ 48.78	£ 550.00
Globus Online Booking	£ 720.00	£ 720.00	£ -	£ 800.00
Orange Broadband Internet	£ 180.00	£ 435.11	£ 255.11	£ 500.00
Social Events	£ 750.00	£ 511.02	-£ 238.98	£ 600.00
Marketing/Advertising	£ 500.00	£ 368.56	-£ 131.44	£ 500.00
Maintenance	£ -		£ -	
Grounds/Gardening Maintenance	£ 500.00	£ 595.99	£ 95.99	£ 700.00
Pavilion Maintenance	£ 1,000.00	£ 1,771.00	£ 771.00	£ 500.00
Floodlight maintenance	£ 500.00	£ 881.00	£ 381.00	£ 1,200.00
Courts	£ 250.00	£ 6,039.00	£ 5,843.00	£ 500.00
Fence		£ -		£ 250.00
Equipment maintenance	£ 250.00	£ 178.85	-£ 71.15	£ 500.00
Cleaning	£ 1,000.00	£ 1,061.35	£ 61.35	£ 1,200.00
Other costs			£ -	
Electricity	£ 1,000.00	£ 1,000.00	£ -	£ 1,000.00
Coaching	£ 1,500.00	£ 1,024.25	-£ 475.75	£ 1,500.00
LTA Affiliation Fees/Competition entry fees	£ 500.00	£ 798.50	£ 298.50	£ 500.00
Equipment Purchases		£ 495.20	£ 495.20	
Tennis Balls	£ 3,000.00	£ 810.08	-£ 2,189.92	£ 2,000.00
Trophies/Prizes	£ 1,000.00	£ 1,250.64	£ 250.64	£ 1,250.00
Charity Donation		£ 100.00	£ 100.00	
Misc (Kitchen & toilet cleaning items etc...)		£ 114.32	£ 114.32	£ 150.00
		£ 18,303.85	£ 5,607.65	£ 14,200.00

NOTE: Courts: £5510 for repainting.



Major items planned for 2018 (Budgeted)

Broadband 4G Router & Antenna	£300
Flower border – Railway sleepers	£1000
External tap for pressure hose	£250

Questions were taken...

Robin Gorringe, Q: Has anyone on the committee played under these LED type lamps? Glenn Waterfall, Ans: No, not yet. Malcolm Dillon and I will be visiting Esher Tennis Club next Tuesday night to take a look and talk to the club. The LED company we are talking to, has apparently, installed the LEDs at a variety of tennis clubs including Roehampton TC. The plan is to look at a variety of solutions including different types of lamp technology, and when we are happy, perhaps organise for some members to go and give them a test run.

Doug Smit: What is the revenue from membership subscriptions? Glenn Waterfall, Ans: 2017 was approx. £30K.

Roger Standing made the comment that the GC keep £5K per annum for a sinking fund and also explained under his tenure as chairman, the accounting for TC revenues were changed and absorbed in to the GC accounts.

Monica Fisher, Q: Can I suggest that if we are looking to increase membership can we allow more for the LTA annual fees as we have overspent against budget in 2017? Glenn Waterfall, Ans: Yes, it is a valid point. The reason for the overspend was because the LTA fees for 2016 amounting to £330 were paid late and appeared in 2017's financial period. As we are looking to enter more LTA interclub competitions we do need to look at increasing the amount slightly.

5. Men's Captain's Report 2017/18

Outgoing Men's Captain, *Simon Heilpern* reports...

WINTER FIRST TEAM REPORT

An excellent season with a consistent and good squad resulted in West Surrey topping Men's Division 2.

My thanks to Duncan Foster, Ian Simpkin, Justin Worthy, Phil Rivet, Andy King, Jeremy Taylor, Julian Thomas, Ben Chant, Paul Dudley and Alex Neville-Smith for all contributions with particular applause to the main participants Duncan, Ian, Justin and Phil.

It has been a pleasure to Captain the Team where the spirit has been excellent and I wish Phil Rivet as the new men's Captain much success in the forthcoming season particularly as the standard rises due to the well-earned promotion.

Let's keep the competitive yet inclusive and enjoyable atmosphere and drive forward.

It has been a pleasure to be Men's Captain and my thanks to Glenn and the fellow Committee members for their support.

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6. Ladies Captain Report 2017/18

Ladies Captain, *Denise Woods* reports...

Each year my report gets better and better thanks to the commitment of our ladies at West Surrey.

Summer Chaucer ladies Weekend & Midweek 2017:

Again we had some very close matches but the end result for the weekend team we came 3rd in the league but some better news for the midweek team as again we were runners up to David Lloyd Woking by 1 point. Many thanks to my team of Lena, Mel, Claire, Emily, Jo, Sue, Jill, Paola and Denise. Thanks Lena for looking after the midweek team.

Club Summer Tournament 24th June 2017:

Ladies Singles: It was good to see a different face in the final this year and Emily put up a good fight against Lena but had to succumb in the end with Lena's experience in finals.
Ladies Doubles: Another new face graced the courts of Julie Smith partnering Mel. This again was a close match with the pairing of Lena and Sally edging their way through to a win. Congratulations to all finalists.

Surrey Winter League 2017/18:

Weekend Ladies: We remained in Division 9 West again this season, this division is very tough and again we came 3rd, I could say we are very consistent as we will stay in this division for the next season. All matches very enjoyable.

Midweek Ladies: This is the news I'm delighted to share with you is that our ladies won Division 2 and will be promoted to Division 1. This is the first time that our ladies will have been in the top Surrey division. It was so close in the end with the last match against St Georges Hill to be played, thankfully our ladies were victorious. Many, many congratulations to the ladies who played in this team, Lena, Jo, Emily, Claire & Denise. Thank you Lena for looking after this team you are a truly worthy midweek captain.

Club Winter Tournament 2017/18:

Ladies Doubles: On 17th March we held our club finals, with snow and sleet falling but our determined finalist braved the elements to make sure the finals were played in front of the keen supporters and we were not disappointed as we were entertained superbly by Lena & Mel against Jo & Claire. Lena & Mel were victorious in 3 sets so my congratulations to all of them for playing in such terrible conditions.

7. Mixed Captain's Report 2017/18

Outgoing Mixed Captain, *David Layard-Horsfall* reported the mixed team continued to perform well in the Chaucer Tennis League.

I am pleased to report on my final year as Mixed Captain, having taken up the position of Mixed Captain in 2015.

The mixed team continues to perform well against good opposition and we have fielded two excellent two teams in the Chaucer 2018 Summer League. The second team has played their first match against Claygate and achieved a creditable 3-1 result against wily and experienced opponents, and this augurs well for the rest of the 2018 season.

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The mixed team has been aptly named for the 2017 Season in the Chaucer League, as it has had mixed fortunes. Having set up all the teams, unfortunately at the very start of the 2017

Season, Neil Howard had to withdraw due to injury, and this upset the tremendous partnership of Neil and Mel Redman in the first team and entailed pulling the talented Ian Simpkin from the Second team to the First team. The inevitable knock on effect was that despite some excellent results and sterling play, both teams were relegated, so we have started the 2018 Season in the Second and Third Division. I am confident we will return the teams to their rightful place next year.

My thanks to Lena Kirby, Duncan Foster, Peter Jackson, Mel Redman, Andy King, Sue Woollard -White, in the first team and Denise Woods, Ian Simpkin, Sally Crathern, Paul Dudley, Paola Coffey, Emily Woodhouse, Judith Layard Horsfall, Justin Worthy, Ken Hogan and Alice Manson in the Second Team for their unstinting dedication and unflinching good humour despite the losses.

The mixed teams have continued to benefit from the organised play on Tuesday Match Practice evenings, and this has been a key factor in maintaining a good standard in the teams. The website continues to assist in the booking process and my thanks to our Chairman for the excellent work on the website, which is also contributing to the success of the Club overall. The next stage will be the ability to put up the Tuesday order of play online as well.

I am pleased to report that Paul Dudley will be taking over as Mixed Captain this year. Paul is a good team player and popular member of the squad and will make a fine captain and I wish him every success for the future. Finally, a big thank you to all the Committee who have so ably supported me and the teams during my captaincy.

8. Juniors Report

Mike Henry, Junior's Secretary reports...

Membership (Under 18s)

Last year 41, now 61

Breakdown as follows:

Minis 4-9 years: 24

Junior 10-15 years: 31

Intermediates 16-17 years: 6

Coaching

Quite a few more children took part in regular term time coaching this year - 71 compared to 50 last year. Not all have gone on to join the club but activity is up!

Summer Tournament

In 2017 we had 8 junior finals compared to 6 the previous year, as well as some fun events for the less competitive!

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9. Friendlies' Secretary

Kevin Wall, Friendlies Secretary reports...

These matches are for the tough mudders of the club, not knowing who we are playing against, not knowing who we are playing with and without practicing.

During 2017 we played 6 matches, with two cancelled. Unfortunately the only two cancelled were against the same club, Onslow. However, we did manage to play Godalming, Busbridge, and Tilford.

I'd like to thank the people who made it possible by playing. They were Fi Page, Julie Smith, Jill Floyd, Sue Parsons, Debra Boniface, Christine Bell, Denise Standing and Lydia Shaw. And the gents who were Andy Horne, Neil Coniff, Glenn Waterfall, David Johnston and Chris Bell.

I believe it was a good season and hopefully enjoyed by those above and our very friendly opponents.

For 2018 we have the first 8 matches arranged which fills most weekends up. The first match is 3rd June and a notice will go up on the website and the clubhouse so do please put your name down.

10. Social Secretary's Report

Outgoing social secretary, *Louise Taylor* reports:

As you all know I like to enjoy myself and being social secretary has come under that heading – so yet another year has passed and we have had a very busy social time.

Kicking it off with the summer finals – we had our popular burrito street van with Tim and Fiona, strawberries kindly given to us from Ags and Harry Hall and of course a great compilation of music brilliantly DJ'd by Rory – thank you to all.

Our Pimms evening during the Wimbledon fortnight also proves to be popular where we can watch the experts live from Wimbledon and of course watch the experts on our own courts too -and even play!

Thank you too to Paul Vickery and his wife Christine for giving us such a good quiz night in October – it was great fun and importantly everyone felt very comfortable with it all!

Mince pies and mulled wine saw us to the end of the year – always a good turnout.

We then started the year with the very popular Burns Supper. It was a fully booked fun event enjoyed by all – thank you to the Burns supper team for helping out, specifically good advice from Allan Kerr music from Neil and help as always from Denise Woods. A great meal and presentation was delivered by Andy and Sam from the Golf Club.

And of course thank you to those that took part so well with great speeches Julie Smith and Glenn Waterfall.

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The dance callers had their work cut out for them with us lot! – But grateful too to Irving and his wife.

11. Club and Court Maintenance Report

Malcolm Dillon, Health & Safety/Maintenance co-ordinator, reports...

Slippery courts

Members were reminded that the newly painted courts can be fairly slippery when wet, particularly the lines, and to take care. There have been different views from players on the level of grip in the wet, and LTA guidelines state “Foothold will inevitably be affected when the surface is damp or wet, especially in certain, usually transitory, conditions, such as heavy morning dew or light drizzle. A degree of care needs to be exercised by the players in these conditions”

The painters said the courts could be expected to improve as they wear in. It is also worth checking for worn shoes which tend to have less grip. We have seen signs of moss growth on court 1 and plan to treat that soon.

Floodlights

The existing lights are becoming more of a problem to maintain, as they are obsolete, and both the bulbs and other components are failing. Consequently we are looking at the feasibility of replacing them with LED units. We have found a company who are able to replace the light housings with LED units of a similar appearance to the existing ones and they are guaranteed to be maintenance free for 10 years. The costs of these is approx. £7k per court, and the energy consumption is only 40% of the current metal halide units.

Path behind the trees

After much consideration the committee has decided not to proceed with this due to a number of issues including the need to install lighting, removal of trees, cost, and the simple fact that it is unlikely to be used by many while the existing path remains. We are aware that some members feel distracted by people arriving from the car park, and if it becomes a problem we will install removable screens on Court 1.

Defibrillator Course

Last year we purchased a defibrillator and it is designed to be used ‘Out of the box’ without the need for training. In practice we feel it would be useful to have a number of members receive training in that and CPR which is an essential part of the treatment of cardiac arrest. Put very simply, the risk of needing the use of the device increases with age and the presence of male hormones.

We are planning to run some training courses over the coming weeks and will initially invite our senior members. The courses will last an hour and can accommodate 12 people and will cover Equipment Familiarisation & CPR.

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General

Members are reminded to please check that the courts, clubroom and store cupboard are left **locked** when leaving, and to report anything they notice in need of maintenance. It would also be appreciated if more use could be made of part used balls to avoid the build-up of open tins of perfectly serviceable balls that has been occurring.

12. Election of Committee Members

The following members were elected to the committee:

Men's Captain: Phil Rivet was proposed by Simon Heilpern and seconded by Phil Cadman.

Mixed Team Captain: Paul Dudley was proposed by Louise Turner and seconded by Denise Woods

Social Secretary: Sally Crathern was proposed by David Layard-Horsfall and seconded by Kevin Wall

Douglas Needle has decided to stand down as **Membership Secretary** so this role is now vacant. Should anyone be interested please contact a member of the committee.

13. AOB

Duncan Foster on behalf of the finalists thanked Louise, Denise and Glenn for their support at the recent winter finals day.

With no other business to discuss the meeting was closed at 8.35pm.

