

Maidstone Committee Meeting

Date:28/11/23

Time: 19:00

Location: Maidstone LTC
Clubhouse

Meeting called by: Jason Lepine

Type of meeting: AGM

Facilitator: Jason Lepine

Note taker: Alex Gipson

Attendees:

Jay Lepine (JP) – Chair
Phil Eckerlsey (PE) - Treasurer
Georgina Noakes (GN) – Membership Secretary
Kayleigh Chapman (KC)
Lesley Dillon
Christopher Ennis (CE)
Alex Gipson (AG)
Andy Heath (AH)
Liz White

Richard Bance (RB)
Roger Fowle (RF)
Kerensa Mcgrahan (KM)
Vicky Morley
Al Nicholson
Linda Southby
Stan Winek (SW)

Apologies

Zane Cheesman
Anne Marie Doyle
Charles Harper
Callum Kennedy(CK)
Emily Watts
Lisa Winrow (LW)

Sue Cooper
Richard Dawson
Jim Day
Richard Ewence
Kevin Istead
Cantor Mocke
Malcolm Wells

Agenda and Next Steps

Agenda item: 1	Apologies		Presenter:	JL	
Agenda Item 2:	Minutes of 2022 AGM The attached minutes were approved by the meeting		Presenter	JL	
Agenda item: 3	Membership Secretary Treasurer's Report The attached report was presented to the meeting		Presenter:	GN	
Agenda item: 4	Match and Competitive Tennis Secretary's Report The attached report was presented to the meeting. In respect of the renewal of Hotshotz contract, JL confirmed that he expected the contract to be renewed in Jan and to continue the excellent working relationship between the club and Hotshotz		Presenter:	JL	
Agenda item: 5	Coach Report The attached report was presented to the meeting		Presenter:	JL	
Agenda item: 6	Treasurer Report The attached report was presented to the meeting. In response to the comment in relation to reduced third party income (Visitor & Play/Pay income) both GN & KC highlighted that a lot of the increased membership had come from converting these players into full members which had a beneficial impact on the club. When discussing light costs (EDF) and price of tokens, JL mentioned that our light tokens are at the upper end of the levels charged in the area, but that other clubs may well cover through overall membership fee.		Presenter:	PE	
Agenda item: 7	Chair's Report including Future Plans The attached report was presented to the meeting. JL finished by thanking the committee for their effort and support over the year and in specifically since he has been acting as Interim (Joint) Chair. GN thanks JL for the energy, ideas and commitment shown by JL since taking on the Chair role		Presenter	JL	
Agenda item: 8	Election of Officers - the following individuals were appointed at the meeting		Presenter:	JL	
	Role	Individual			Proposed/Seconded
	Chair	JL			AH/RB
	Grants, fundraising and LTP officer	AG			KM/CE
	Maintenance Manager	CK			CE/RF
	Communications Officer	LW			AH/PE
	The remaining officers highlighted in the Chair's report were unanimously confirmed in their current roles				
Agenda item: 10	AOB		Presenter:		

The Chair then opened the meeting to questions/comment

Question/comment	Raised by	Discussion
Facilities		
Can you clarify the cost of the main projects being considered and likely timetable?	AN	<p>JL: Cost of court resurfacing is c£62k. Discussions had taken place with Maidstone Council to see if arrangements could be put in place to avoid VAT element within that amount but had not been successful</p> <p>Coverion to LED lighting would be c £27k. Recent problems had been expensive to resolve (it costs c £1500 to replace current bulbs) and increase in electricity costs means that changing lighting to a more efficient/enivornmentally friendly solution is important to avoid either hike in token costs or reduction level of evening availability for players/coaching</p> <p>For the improvements to access, discussions are taking place with Maidstone Council who are shortly to survey the site. Improved access would enable us to meet the potential demand for walking/disabled and SEN sessions – (noting our strong relationship with Palace Wood School and the fact this will enable us to poentially widen the offering for students at Five Acre School)</p> <p>Timetable would be dependent on how we were able to bolster the current cash position and the current annual surplus of c £10-14k, with specific fundraising and grants. The potential sponsorship scheme mentioned earlier whilst both early days and ambitious, could raise up to £40k.</p>
Realistically is it an all/nothing approach to replacing lighting?	KM	<p>JL Practically yes. Thought is however being given to how the lights are configured which may enable the same playing experience with less lights. This would probably require move to different booking/payment system for light tokens at the same time.</p>
How feasible would it be to add new courts?	AN	<p>JL Council are supportive and there is in principle approval, but full planning permission would be required. The cost would be c£100k+ and therefore serious consideration would need to be given before taking forward more seriously</p>
Padel is mentioned as a potential area moving forward, how would that be achieved?	RB	<p>JL Consideration could be given to using one of the two potential new courts as Padel, or seeking a wider planning permission to extend alongside courts 3 and 4.</p> <p>General discussion then took place exploring the differenes between Tennis/Padel, why it was becoming popular and the options it provided to members – both as a different form of competition but also as a more relaxed version for those with more restricted movement.</p> <p>By way of example, the closest outdoor Padel court is in Tonbridge, who make available on a pure pay/play basis and charge £35 for 90 mins. They were fully booked during the Summer months.</p>
Membership		
What is behind the increase in membership numbers?	AN	<p>JL Specific actions by the committee, such as ensuring Juniors involved in coaching become members and encouraging family members to join, as well as success of events such as open days</p>

Question/comment	Raised by	Discussion
		Generally considered that clubs can operate to c 100 players per court, and therefore there is significant capacity to increase membership from the current c 320 to 400 before needing to bring forward potential increase in courts
With increased development in the area, have we considered distributing flyers to advertise the club	RF	JL Certainly worthy of consideration as well as how we use social media to encourage new membership. We are starting to talk to some of the developers active in the area for potential sponsorship to attract some of their corporate social responsibility budget
We need to publicise to potential members that they can play every day, as that is often not the same at other clubs	RF	JL Agreed
Other		
Communication	LD	LD We need to constantly strive to improve the two way communication between members and committee, welcome feedback from members on how to improve
Given the increase in electricity costs, have we looked at alternative suppliers?	SW	PE The existing contract expired during the last six months. We continue to look at options around moving as new deals become available

AGM AGENDA
Tuesday 28th November 2023 7pm
Maidstone Lawn Tennis Club

1. Apologies
2. Minutes of 2022 AGM
3. Treasurer's Report
1. Membership Secretary's Report
2. Match and Competitive Tennis Secretary's Report
3. Coach Report
4. Chairman's Report
5. Future plans
6. Election of Officers and Committee
7. AOB

MLTC Membership Report 2023

This year the committee decided to increase the fees as our overheads are rising and we need to budget for resurfacing the courts in the next few years. The current fees are £140 for adults, £110 for over 60 and unemployed, £55 for students, £25 for Year 7-13 and £15 for Year 6 and under. We offered a summer adult membership which was taken up by a few members. 7 summer members have now continued their membership for the winter. We also offered a special 3 month membership for people who joined at our Open Day. We continued to offer the family membership with a 25% discount for 3 or more members and this has proved to be popular encouraging parents to play with their children.

We currently have a total of 316 members-190 adult (127 men and 63 ladies), and 126 juniors (80 boys and 46 girls) compared with 148 adults and 93 (241 in total) juniors at the same time last year. This a record number for the club -overall our membership has increased by 75-and we have worked hard in liaison with Hotshotz to ensure that people who are having coaching are signed up as members of the club.

As usual a small group of people did not renew their memberships for various reasons including moving away from the area, injuries etc. However we have gained 65 new adult and 66 new junior members this year!!!

We have been very pleased to welcome all the new members and hope they are enjoying playing at the club. Our social sessions continue to be very popular.

Our coaching team Hotshotz Tennis and our Head Coach Emily Watts have kept our junior numbers high through their coaching and holiday camps. Thanks to Emily, Zane, Owen, Oliver, Paul and Luke and it's been great to see so many members continuing to take part in coaching and cardio tennis sessions. We really appreciate all their hard work and look forward to our adult and junior membership increasing still further next year.

Georgina Noakes
Membership Secretary

Match and Competitive Tennis Report

The last year has seen the club struggle somewhat in regard to competitive tennis. It has been a struggle for some team captains to fulfil fixtures in both winter and summer seasons, regularly captains are using chat groups to find replacements right up until the last minute and unfortunately a couple of our higher teams have been automatically relegated from their Kent leagues due to not being able to find a team. As a result our structuring of teams and captains has changed slightly in a hope this will improve over the winter and into the following years. Currently we have the following teams in the Maidstone and Kent leagues.

Maidstone League

Men's A, B and C

Ladies A

Combi A

Kent League

Men's 1 and 2

Ladies 1

Mixed 1 and 2

Mens Vets

Mens over 60's midweek vets.

Within the club competitive tennis has been stable, the club championships went well and entries were similar to previous years. In addition, a new singles ladder has started , running over the winter as a trial event. When this finishes depending on its success and feedback I will look at how to move intra club competitive tennis forwards. Going into the new year we will be looking at more competitive tennis events.

Coaching wise Emily has taken over as Head Coach during the year and she has/will provide a more detailed run down of numbers. Over the winter we will be working with Zane to update and renew Hotshotz contract for the next 3 years.

Maidstone LTC coaching report
AGM – 28th Nov 2023

Group timetable

2 new groups added this year: beginner red ball (4-7yrs) & beginner adults
12 junior groups: 90 kids attending
2 adult groups: 5 attending beginners & 8 attending intermediates
2 cardio sessions: 5-7 attending Thursdays & 6-10 attending Saturdays

Holiday camps

Feb half term: 31 bookings across 2 days
Easter holidays: 51 bookings across 3 days
May half term: 42 bookings across 2 days
Summer holidays: 120 bookings across 10 days
Oct half term: 35 bookings across 2 days

Thank you to Emily & her team who run these camps each term & help make them so successful.

Junior tournaments

Hotshotz continue to run junior tournaments each month to give children of all ages & abilities the opportunity to compete in a fun, friendly environment. Each month the tournament is held at a different Hotshotz venue. We get a good number of children from Maidstone entering these & will continue to encourage our juniors to compete. Thank you to Danny & Tanya who run the junior tournaments so well.

We also held an MLTC family doubles tournament in the summer which had lots of positive feedback. We hope to do another one next year.

Schools/nurseries

We ran some free tennis roadshows this year at two local schools which gave all year groups a “tennis taster session”. Emily & Luke ran two days at Palace Wood primary and Emily & Jay ran a day at St Francis primary. Both went very well & we hope to continue to link up with more schools next year.

Emily currently runs an after school tennis club at Palace Wood which is very popular each term. She also runs a “tiny tots” tennis class at a Montessori nursery in Maidstone which she has been doing for nearly two years.

Coaches/players

Congratulations to Emily Watts for being promoted to Head Coach in April of this year and a huge well done to both Oliver Davis & Jay Lepine for completing their level 1 coaching qualifications.

We'd also like to congratulate MLTC Hotshotz junior George Higgins for being selected for the 8U Kent B+ team. He will now attend a county training session each month. A fantastic achievement.

Treasurers Report
MLTC Financial Year Review 2022/23

The Club's finances are in reasonable shape. We began the year (Nov 16th 2022) with £29,778 in our HSBC accounts, made up of £22,000 in our savings account and £7,778 in our current account. As at November 15th 2023, these amounts had increased to just over £44,000, a generated surplus in excess of £14,000 for the full FY. This compares with a surplus of just shy of £9,800 in the previous FY (2021-22). The current balance is made up of just over £28,000 in our savings account and nearly £16,000 in our current account. A more detailed breakdown is available in the accounts spreadsheet.

Comments on finances:

- The largest boost to our income came from the increase in membership fees. This category increased from £15,200 in prior FY to £18,600 in the latest FY.
- Light token income fell around £400 year on year (there may be some accruing), while payments to EDF rose sharply (by over £2,000), in line with the general rise in energy costs.
- Most other major costs, o/w Insurance, clubhouse costs, hedge cutting, LTA fees and new balls increased roughly in line with inflation.
- Match fee and coaching income was lower than prior year while tournament fees were significantly up.
- Both visitor fees and general public fees were well down on previous years.
- In the new year we will be updating you all on the new membership processing system which will be working alongside our booking system to make it easier and quicker for members to register and rejoin the club.

Chairmans Report

I must start by saying a special thanks and gratitude to the continued tireless work that your committee has undertaken over this year to deliver the very best for all our members. I would like to say a personal thank you to Claire Munn's who sadly but for the right reasons has stepped back from acting co-chair and as part of the committee. Claire has been a major part in building the club and supporting me on our starting journey as acting chairs.

In addition, there are several members who play an instrumental part in enabling this club to function for the benefit of so many and its only right that a special thanks is extended to those that have volunteered their time to assist with ensuring the courts are clean and other maintenance jobs are attended too, our superb MLTC cleaning buster squad who have cleaned the clubhouse regularly.

This year having the highest number of members we have ever seen. We are so pleased that whether you are an existing or new member to the club that more of you are enjoying the club's facilities, getting involved, enjoying the community spirit and playing more tennis. We would very much like to take this moment now to highlight some of these achievements with you.

- We saw the introduction of our new booking system which now offers members a quicker access system through the website or app. This also will help to move the future of memberships over to this system in April.
- In November 23 we launched the new club clothing offering a wide range of Joma sports wear available to order on our own dedicated website 3Qsports.
- With our 20yr lease providing great certainty until 2043 we have the option to build two further courts on the land directly behind the existing courts throughout anytime in the lease term (subject to demonstrable demand).
- Coaching-As a committee we continue to invest time and energy in helping develop and grow the coaching programme led by Hotshotz tennis with Emily Watts as our Head Coach, since she started we are so pleased to have gained her expertise and I am sure you will have all seen the significant strides she is also supported by coaches (Paul, Olly and Jay) and the club have made in attracting many new juniors from 3 years of age and including new adults all being coached and playing at our club. We very much enjoy the partnership and rapport we have with Hotshotz and look forward to continuing to see this offer grow at the club and as a result. The club's ambitions and Hotshotz are very much aligned to jointly grow our junior and family membership, provide a series of strong club coaching sessions to all, offer fun and exciting holiday camps, serve our local schools needs and very much place the club at the heart of our local community while raising our profile ensuring we all love the game we play. Our local Palace Wood School were engaged with us again this year and this is a growing relationship with our Head Coach in place and noticeably with more parents and children joining our club from this school and many other surrounding schools.
- The LTA's yearly Venue Registration process opened in November 2023 and the club has successfully re-registered demonstrating it has met the Minimum Regulation Standards (focussed on welfare and safeguarding) to get the public liability insurance, allow entry to league matches, the Wimbledon ballot and access to the LTA's Clubspark management system.
- We have continued to communicate, listen to your views, take actions and undertake vital maintenance improvements to the courts and clubhouse. Highlights include: o The committee have continued to be available, be open in its communication and respond quickly and efficiently to enquiries from members, the public, the LTA and organisational

groups, and we equally want to thank our members for contributing ideas. We have continued to enable the public to play and facilitate the collection of fees

- The most noticeable works being undertaken in Oct/Nov 23 with the moss treatment required on all 4 courts as they were becoming very slippery and dangerous, with the end result remarkable enabling more grip and safety on court. We have again as with every year had the hedgerow cut along all four courts to smarten this up and allow more light to get to the courts – this work was done in Oct 23. We hope that members can assist in clearing leaves off the courts now they have been cleaned as the sap from the leaves creates moss issues and makes the surfaces slippery to play on. The rechargeable leaf blower is available in the clubhouse and makes everything so much easier to address in just a few minutes.
- Communications: Club website continues to be updated, our MLTC Facebook page continually gets updated with stories and club images so keep a look out.
- A big thanks must go out to all those that have taken part and to the captains for their organisation and the hospitality shown to our visitors.
- The Social tennis format continues to be well received and working well with many having more fun and enjoyment.
- • Just a reminder to members we have also added a fundraising page onto the website and have just over 39 members registered to Easyfundraising who have raised since the beginning of January 2015 - £1,555.98 – just think of what more we could do if more of our members joined. Let us know if you would like to know more details on how to sign up to Easyfundraising site (all is on our website too).
- • We have registered the club in 2018 under the CASC (Community Amateur Sports Club) our reference number is CH6636 and this provides tax relief benefits mainly on Gift Aid and of course any major donations we may receive TODAY or in the future
- The social committee team over the last year have been busy expanding the range of social events for the club, and have loved getting so many of our members involved. This has included Thursday night social events, such as our Wimbledon “serve and volley” Special, as well as Ploughman’s lunches and afternoon teas for mid-week social players. We held an Open Evening in April and an Open Day in June, which have encouraged new members to join, as well as an Open Morning in September to promote the club and engage juniors and their parents.
- The popular quiz nights in February and October, both of which were fully subscribed and raised a total of £1,531 for the club. Committee member Chris Ennis also completed a bungee jump in October that raised a further £450 and which, coupled with further initiatives such as our social “specials” and tea and coffee donations, means we have raised well over £2,000 towards the future growth of the club this year.
- The next Thursday night social event will be a mulled wine and mince pie Christmas Special on Thursday 14th December and our MLTC Christmas party is on Saturday 2nd December, also there will be a ploughman’s lunch at the club on the 1st December – we hope to see many of our members there. We intend to run further events throughout next year and the Committee continues to welcome suggestions for events that our members would like to see.
- On Saturday 11th May we are excited to announce the club will be hosting ex GB Player Danny Sapsford and another ex GB male or female player for a afternoon of fun coaching for adults and juniors plus an exhibition match further details will be released in January.

Future Plans

The club has done incredibly well over this last year and I would like to go through our long term plan and difficulties which face us looking into next year. The 3 main projects which are key to the future

ensuring we are a club fit for all and also maintaining our commitment to the community and environment are as follows:

- Resurfacing of all 4 courts
- LED floodlights
- Better ramp access to the courts and clubhouse, (including lighting outside of the club gates)

As you would have heard previously from the financial report the club currently has just over £28,000 in our savings to complete all this work within the next 2 years. The club needs to save an additional £79,000. Currently the club has between £10 to £14,000 of income which is available to invest in future maintenance and development per year which leaves us quite short of our target. The committee are working incredibly hard to source more grants and scrutinise every cost the club incurs, however we also have to look at opportunities we can do within the club looking at support from all our members.

From December we will start with the introduction of our sponsorship scheme. The club will be offering 1040 opportunities to sponsor the club future works each of these sponsorships will cost £39 each and will be open to members, businesses and the general public. In return the club will be creating a feature wall to thank everyone who is willing to be advertised for next 5 years and also we will have a banner created on our fence thanking everyone who sponsored us and helping local business to advertise at a reasonable cost.

I will welcome any ideas or help which our members have to support us with fundraising opportunities.

We will also be conducting a number of smaller projects over the next 5 years looking at the following:

- Refresh to internal decoration of the clubhouse
- Introduction of more benches and scorecards on courts
- Repairs and updates to fencing where required around the club

Looking to our next 3 to 10 year plan the club will be working to ensure:

- Adequate funding is set aside for all maintenance works of the future.
- Removal of tokens and move to the booking system to automatically activate lighting
- Work to increase membership which will open the opportunity to further tennis courts and even the potential introduction of Padel Tennis to Maidstone lawn tennis club.

Election of Officers and Committee

Roles to be Elected

Chairman- Jay Lepine has been acting Chair over the last 6 months and would like to continue in role to help move the club to the future and support members and the community to have the best experience possible.

Grants, fundraising and LTP Officer- Alex Gipson joined the committee 2 months ago and wants to stand for the new role support the clubs future growth working alongside the treasurer and other committee roles to ensure the best solutions for the future of the club

Maintenance Manager- Callum Kennedy would like to stand for the role of overseeing all projects and maintenance which the club needs to achieve from day to day running to future projects.

Communications Officer: Lisa Winrow would like to stand in the position of communication role looking after communications, social media and our club website jointly with Lisa White

Committee members who want to continue to stand in role

Georgina Noakes- Membership Secretary

Phil Eckersley- Treasurer

Anne Marie Doyle- Welfare Officer

Lesley Dillion- Facilities Manager

Charles Haper- Match Secretary

Lisa White- Parent/Junior Liaison and Communications

Kayleigh Chapman- Social Events

Chris Ennis- Social Events

Andy Heath- Competitive Tennis

AOB