****

**MINUTES OF THE 2019 ANNUAL GENERAL MEETING**

**Held on Saturday 23rd November 2019 at 10:30am**

**At the Clubhouse**

|  |  |  |
| --- | --- | --- |
|  |  | Action |
| 1 | **Directors Present**  Jim McGown, Eric Rovick, Simon Lowe, Nefyn Provis-Evans, Jaap Hesselink  Members in attendance: |  |
|  | |  |  |  | | --- | --- | --- | | Mhairi De Kort | Ben Dearman | Sally Dearman | | Jacky Dodd | Anthea Doran | Tessa Fahrenheim | | Steve Hall | Andree Haxton | Jaap Hasselink | | Norman Hoare | David Kendall | Simon Lowe | | Jim McGown | Kenneth Michie | John Moore | | David Moth | Heather Nye | David Pankhurst | | Gill Parkes | Angela Perry | Peter Philips | | Nefyn Provis-Evans | Sally Radcliffe | Sandra Addleman | | Christine Rice | Jeanette Rickerty | Eric Rovick | | Mark Sanders | Barry Shackloth | David Sheridan | | Jenny Sheridan | Jennifer Stevenson | Tim Sutton | | Deborah Temple | Gabriele Thornton | Peter Thornton | | Alastair Tyler | Tom Walters | Kin Wang | | Kay Ward | Tony Ward | Eileen Wills | | Tony Wills | Keith Balaam | Louise Behan | | Phil Benson | Margaret Benson | Marcus Burley | | David Cowan |  |  |   Proxy Forms Received:  **PROXY : ANDREE HAXTON**  MEMBERS   |  |  |  | | --- | --- | --- | | Victoria Aitchison | Frances Hall | Rupert Tillbrooke | | Michael Buzzacott | Philip Nicholas Ioannou | Tony Verghese | | Neil Craig | Lidia Dinham | Sylvie Templeman | | Paul Templeman | Ross Ellis | Susie Collins | | Barrie Austin | Neil Berry | Gillian Berry | | Maki Watanabe-Genoud | Ben Wood | Elsa Arbuthnott | | Lynn Frankling | Sarah Holmes | Anna Fisher | | Dibbie Liles | Claire Doyle |  |   **PROXY : ERIC ROVICK**  MEMBERS   |  |  |  | | --- | --- | --- | | Suzette Carlean | Dugald Carlean |  |   **PROXY : JIM MCGOWN**  MEMBERS   |  |  |  | | --- | --- | --- | | Sue Ashton | Ian Ashton | Sandy Bridgman | | Barry Bridgman | Donald Sykes | Nick Luckett | | John Michalik |  |  |   **PROXY : CHRISTINE RICE**  MEMBERS   |  |  |  | | --- | --- | --- | | Stephanie Loughrey | Janet Smith |  | |  |  |  |   **PROXY : JEANETTE RICKERTY**  MEMBERS   |  |  |  | | --- | --- | --- | | Jo Simpson |  |  |   **PROXY : DAVID KENDALL**  MEMBERS   |  |  |  | | --- | --- | --- | | Steve Segall |  |  |   **PROXY : MHAIRI DEKORT**  MEMBERS   |  |  |  | | --- | --- | --- | | Paul DeKort |  |  | |  |
|  | Eric Rovick, the Club’s Chairman opened the meeting stating there was a quorum with 49 members present and 37 completed proxy forms received. |  |
|  | **Apologies**   |  |  |  | | --- | --- | --- | | Georgina Smith | Matt Smith | Andrea Chapman | | Frances Hall | Don Sykes | Ian Ashton | | Richard Chapman | Barrie Austin | Andy Mottram | | Sue Ashton | John Michalik | Raymond Cox | | Neil Berry | Gillian Berry | Dave Howell | | Jane Kelly | Alan Punter | Susan Clarke | | Sandy Bridgman | Barry Bridgman |  | |  |
| 2 | **Approval of AGM Minutes held on 24th November 2018 and Matters Arising**  Meeting was asked to approve minutes of the last AGM  Proposed: Jacky Dodd  Seconder: Norman Hoare  Meeting all in favour.  **Matters arising from the previous AGM:**  Eric Rovick stated that the minutes of the Board/Committee meeting are available in the yellow folder in the clubhouse for all members to read and that the AGM minutes are available on the website.  ER also stated that regarding the players selection in the team tennis, he had meetings with all the team captains (Simon Lowe and Victoria Aitchison) to discuss team selection and team philosophies. Player selections for the EHWML squads this autumn was done by a group meeting of the individual squad captains, just as Simon Lowe gets the men’s captains of the Herts League together to discuss players selection/allocation by team.  Victoria Aitchison held a townhall meeting to gather input and feedback from all lady players and increase the visibility of how the teams are run.  ER stated that we now have a competitive tennis board in the clubhouse which provides information about the competitive tennis (team tennis, internal & external tournaments, ladders, etc), for example league standings and player selection by squad. |  |
| 3 | **Adoption of the Board’s Report of the activities of the Club for the year**  Committee reports had been circulated to all members with the notice of the AGM.  Eric Rovick asked Nefyn Provis-Evans to start with his report. |  |
|  | **Groundsman Report | 2019**  **Nefyn Provis-Evans**  In addition to the report that had been submitted to members prior to the meeting, Nefyn reported the following:  To his knowledge, members are happy with the clubhouse extension and so far there is no negative feedback. Nefyn thanked members for all their patience and hoped that members enjoy the new facilities.  Nefyn also thanked David Watkinson for improving the grounds enormously and restoring them to their glory.  Nefyn reported that the floodlight had been fixed and we have a floodlight maintenance contract with Abacus, the work will be carried out in early January 2020.  Nefyn also reported that the paving slabs at the entrance walk to the clubhouse and leading to court 1 are a safety hazard at the moment. We have contracted out work to level them out, which will be carried out around Christmas time.  Tom Walters asked if there will be any plans to improve the rear car park, Nefyn stated that this work will not be done in a near future, but will done within the 5 year plan.  Below is the report that Nefyn submitted to members prior to the meeting.  **Clubhouse extension**  The clubhouse extension was completed pretty much on time. We had one major glitch, which was the roof alignment of the original building, that caused a delay. But thanks to Phil Benson, Graham Reid and the project manager Gary it was resolved. Thanks to all the members for their patience while the building works were in progress.  **Acoustic partition**  We have had some issues with the acoustic doors unrelated to the extension itself. We have set up a small group of people who will operate the doors.  **Grounds**  The grounds around the building have been turned from a messy building site into a lovely garden thanks to Dave Watkinson. It is hard to believe the building was completed just 6 months ago.   **Clubhouse heating**  I am working on trying to get the underfloor heating at a reasonable temperature. There is a new control system which I am learning how to use. Please bear with me while I sort it out.  **Floodlights**  We have set up a maintenance programme with Abacus for the floodlights. Hopefully this will increase the reliability of the lights and improve the response time if and when faults occur.  **Projects**  The original paving slabs at the club entrance and down to court 1 are in a bad state. We have engaged Harpenden Block Paving to relay the slabs properly. The problem was caused by the base on which the slabs were originally laid, that will be dug out and replaced. Apologies for the disruption whilst the project is carried out.  Future projects, once our finances have settled down after the extension, are to look at increasing the floodlight coverage to more courts. This will inevitably be a long-term project, as we will have many planning hurdles to get over. We also need to bear in mind the resurfacing of courts 4-7. The courts seem to be holding up well, thanks mainly to the maintenance programme that Dave Watkinson carries out and the deep clean we did a while back. |  |
|  | **CHAIRMAN’s Report | 2019**  **Eric Rovick**  In addition to the report that Eric submitted to members prior to the meeting, ER highlighted the following:  ER stated that the club is thriving in many ways: coaching, team tennis, tournaments, junior programmes, socials, clubhouse and grounds, and membership. ER stated that we have no plans to grow or expand the club as we have hit the limit on membership numbers, we can’t increase the number of courts, and we have just upgraded our facilities. ER and the Committee are focused on keeping the club thriving and just make incremental improvements, for which we welcome any suggestions. ER also stated that currently the Committee’s role is one of stewardship: ensuring continuation of strong membership (we will consider to hold an open day some time in 2020, if needed) and thus revenues, managing costs prudently, and investing in facilities to keep them up to date and in good working order.  Below is ER’s report submitted to members:  I am pleased to say that the 2018/19 year was another highly successful year for our club, on and off court. The sun did shine clearly on Elliswick LTC this year, literally and figuratively.   * Our coaching programme, led by Ben Wood and run together with his colleagues Rupert Tillbrooke and Simon Lowe, remained exceptionally strong and continued to offer opportunities for players of all abilities to improve their game through individual or group lessons. * Our team tennis programme gives access to members to many different leagues in ladies, mens, juniors and mixed tennis, to compete at elite, intermediate and entry levels. Our top teams reach the highest divisions in many leagues, underlying the strength of both our club and individual players. Thanks particularly to Victoria Aitchison and Simon Lowe for making this possible. * Our Junior tennis programme, orchestrated by Deborah Temple, enjoyed another successful year with an amazing Junior Tournament and other competitive events designed to develop those members who will drive our club forward in future. * Our annual tournament, culminating in Finals Day, witnessed an exceptional level of competitive adult tennis and excellent entertainment for all those spectating. Thanks to our Tournament Secretary Louise Behan for ensuring the ongoing success of this event. * The myriad of social events, organised by Jeanette Rickerty, brought our members together to enjoy events from quiz nights to supper nights, to wine tastings, all of which were well supported and enjoyed by members. Elliswick’s social scene is vibrant and the comaraderie enjoyed on and off court is a key part of the Elliswick experience. * Our membership remained at an all-time high. Sally Radcliffe, our new Membership Secretary, worked with myself and the Committee to ensure a smooth renewal process and equitable access to membership by all those on the waiting list.   Our Committee and the volunteers who help them make all of this possible could have done even more, but our potential is constrained by our number of courts. We are known to have the highest member-to-court ratio in Hertfordshire and have limited our membership numbers to mitigate pressures on court usage.  The most significant event of the year was clearly the completion of the clubhouse extension. The project came in somewhat over-budget (explained in the Treasurer’s report), in part due to unforeseeable factors. That said, I am very pleased to say that the project was exceptionally well-managed and well-delivered. Our architect, Graham Reid, was meticulous and well-organised. The team of builders was professional and considerate and worked well with our internal project management team. Speaking of which, many thanks in particular to our members Nefyn Provis-Evans and Phil Benson for their efforts - they worked effectively and tirelessly to bring the project to a successful conclusion. Dave Watkinson did a fantastic clean-up job with the exterior and our grounds now look better than ever. Feedback on the extended clubhouse has been almost universally positive, and the benefits of the new clubhouse are already being felt. The increased space is useful in many ways, and will be evident at the AGM, which will hopefully be less cramped than in previous years. Lastly, I must thank the previous Chairman, Tony Ward, for initiating and shepherding the project through its initial phases.  Our club is now in the enviable position of having an incredible clubhouse, immaculate attractive grounds, well-surfaced courts, full membership, a strong and well-run coaching programme, a full range of options for competitive tennis, a fantastic array of social events for members, and an excellent Committee to oversee the club, aided by a number of dedicated volunteers who make each event run smoothly.  Earlier this year, I was asked what I was looking to accomplish during my term as Chairman of ELTC. As our membership is now full and facilities have been upgraded, my mission is not one of expansion or significant change. At least for the next couple of years, my priority is to ensure the ongoing health of our Club in all of those areas mentioned in the previous paragraph. From a financial perspective, our Club’s health depends on strong membership revenues, prudent cost management, and carrying out a level of infrastructure investment which assures high-quality facilities whilst maintaining a prudent cash reserve. From a human perspective, our Club’s health depends on the satisfaction of our members, young and old, expert or novice.  Risk management is important to me. In our present situation, our downside risks are higher than our upside risks, both financially and qualitatively. Though I don’t expect any downside risks to materialise any time soon, it is my role, working together with the Committee and our Welfare Officer, to ensure that we mitigate risks where possible. For example, in response to a couple of minor accidents caused by uneven paving slabs, the Committee recently approved a project to replace and relay the paving slabs leading to the clubhouse entrance and court 1. This will be done as soon as our contractor can do the work. Apologies for some disruption to the club access in the coming months, but the safety of our members is our priority.  Regarding risk, a final point to mention is our reputation. Our full membership and healthy waiting list are a testament to the excellent reputation our club has in the local community. Our Grand Opening Day, held to mark the inauguration of our new clubhouse extension, underlined this strong reputation and gave our club excellent PR in the community. Indeed, we received praise from several LTA members present on the day. And a chairman of a rival club even tried to pick my brains about the ‘secret of our success’! By continuing to run our operations successfully and by promoting our values of fairness and inclusivity, the Committee and I will strive to uphold the Club’s reputation.  I would like to thank several people for their efforts to support the club make it special. Firstly, I would like to thank the rest of the Committee for all their dedication and work throughout the year. On a personal note, I would like to thank our President Jim McGown and our ex-Chairman Tony Ward for their guidance and support in helping me to get up to speed as Chairman. In addition to the Committee, we also have several helpers who work tirelessly behind the scenes including Sandra Addleman, Veronica Dodd, Norman Hoare, Steve Parkes, Dave Tookey, Brian Davis, Jenny Sheridan, Barry Shackloth and Phil Benson to mention a few, all who have contributed hugely to the smooth running and success of our Club.  Finally, I would like to make special mentions to and convey my gratitude to Simon Lowe and Phil Jacobs, who are stepping down from the Committee after several years of service.  As we look forward to the year 2019/20, the Committee and I extend our best wishes to you all for the festive season and another successful tennis year in 2020. |  |
|  | **Membership Report | 2019**  **Sally Radcliffe**  I am pleased to report that we continue to be a very popular club, with 812 members, including 11 under 5s.  121 new members joined this year. We have a healthy waiting list of 150, some of whom have been waiting since April 2018.  Many thanks go to my predecessor, Mhairi de Kort, who did a fantastic job for 10 years in setting up systems, and especially for her time and patience during the hand-over period.  Dave Tookey continues to give us a huge amount of support with the membership renewal system, for which we are really grateful. |  |
|  | **Ladies Captain Report | 2019**  **Victoria Aitchison**  Another very enjoyable year of play for the ladies at Elliswick. We endeavour to provide plenty of opportunities to play depending on whether you enjoy individual or group coaching, social or competitive play, are a new member to the club or an established one.  In May this year we had an evening at the club where all lady players were invited to come and discuss playing within the club, incorporating teams, current selection process and put forward ideas that might make the running of teams in particular more easily understood. It was a productive evening with approximately 20 ladies attending. From that meeting there were a couple of key points raised. Team selection and coaching and the display of team information, to include matches and results for players to see somewhere within the club were important.  Throughout the winter months we have 40, 50 and 60 A & B teams. In this particular age grouping you are allowed according to the League to play down an age group although you are not allowed to play up. Therefore, a lady in her 60’s could play within the 50’s and 40’s matches but a lady who is in the 40’s team is not allowed to play up into either the 50’s or 60’s. At Elliswick we now, to the best of our ability, play ladies within the correct age group and A and B teams can mix players. It is acceptable to play a lady from a different age group if a match might be short of players.  For the summer teams without the age guidelines going forward we hope to hold team coaching sessions which will help with pairings, identifying strengths and helping the team be in a stronger position going into the season. The teams are fortunate to have a few sessions pre-season with the coaches but would like to identify a time within the week for team practice. This will be something to be addressed going forward.  With regard to team information being displayed within the club thanks to more space after the club renovation we now have a Competitive Tennis board inside the clubhouse. The current winter team list is up and results will be updated as matches are played. Seasonal teams will now be displayed on this board.  Below are the reports from the team captains for both our winter and summer Leagues for 2018/19. My sincere thanks go to these captains for organising their teams and players throughout the year. It is not always easy to co-ordinate dates, times and court availability but they do it effortlessly (it seems to everyone else) but with last minute illness, injuries and weather issues it is not always an easy task. So thank you ladies and all your players.  **Herts Winter Doubles League**  **40A’s**  The team did well last season and it was great having some new players on the squad. A new captain has taken the helm this year and I am sure she will enjoy running the 40A’s as much as I have over the last few years. Good luck in the current season.  Mary Bhatti, Captain  **40B’s**  A very successful season coming second in the division despite matches being rained off or snowed off! Injuries and illness were a theme but we came out fighting.  Thanks to Susie Collins, Andree Haxton, Jane Kelly, Amy Martin, Kim Rennie and Maki Watanabe-Genoud for playing so brilliantly. Well done ladies.  Victoria Aitchison, Captain  **50A’s**  The Ladies 50As had another good season, finishing third in Division 2 which was just 5 points off the winners. Thank you to Rachel Hoddinott, Sue Cove, Suzette Carlean, Anne Spencer, and Anna Fisher for their support and also to Jenny Stevenson and Gaby Thornton for standing in at short notice.  Anthea Doran, Captain  **50B’s**  The team did well despite the tough competition during the season coming fourth in the table. My thanks go to Elsa Arbuthnott, Gill Parkes, Mhairi DeKort, Frances Hall, Steph Loughrey, Kim Rennie, Jo Simpson and Trudy Smither.  Sally Radcliffe, Captain  **60A’s**  A great season with our team gaining promotion to top county division after a brilliant season winning 47 out of 48 sets.  Many thanks to Jenny Stephenson, Margaret Benson, Gaby Thornton and Marlyn Murray for being such a reliable and hard working team.  Jenny Sheridan, Captain  **60B’s**  A great first season for the new Elliswick ladies 60B team ending with promotion. It was wonderful to win our division, but most importantly, we had really enjoyable tennis with all the matches being played in a friendly and lively manner. Some comments from our players “Great tennis, lovely people”, “Fair and friendly opponents”, “Good tennis, weather, sporting opposition”: and from our opponents “Thank you for lovely tennis and great lunch”.  A real bonus was completing all the matches before December with fine weather for them all!  Many thanks and congratulations to all our players: Sandra Adleman, Sue Bartrop, Lidia Dinham, Tessa Fahrenheim, Lynn Frankling, Hilary Harrison, Marlyn Murray, Gill Parkes, Jeanette Rickerty and Jenny Stevenson. Thanks also for the support and encouragement from Ladies Captain Victoria and Ladies 60A team Jenny.  Angela Perry, Captain  **Summer Leagues:**  **Herts Ladies Doubles**  **HL1 Ladies Premier Division**  The first team played well this season and came a very close second in the division. I would like to thank all players for giving up their weekends to play for the team and also thank those who rearranged things when others were injured last minute. Well done to you all and I look forward to playing with you all again next year. Team members are Anthea, Suzette, Jenny Sheridan, Jenny Stevenson, Gaby, Emma, Anne, Rachel, Sue, Kate, Anna and myself.  Mary Bhatti, Captain  **HL2 Division 2B**  A huge thank you and well done to all the ladies who played in our new Elliswick 2 Herts League team over the summer; Amy Martin, Andree Haxton, Frances Hall, Georgie Smith, Jane Kelly, Katy Denny, Kim Rennie, Maki Watanabe-Genoud and Victoria Aitchison. The team did really well, finishing a very respectable third out of six teams (despite winning more games than the team in second place) putting us in the top half of the table. We had some long tough matches against very strong opponents, so great result.  Susie Collins, Captain  **Hot Rackets**  **HR1 Ladies Premier Division**  The team played well and will stay in the division next season. Unfortunately we ran out of court time on a home match so had to throw the shootout and ultimately lost the match. We mixed the matches around so everyone got a game.  Thanks to Sue Cove, Laura Adams, Kate Curson, Katherine Coggins, Mary Bhatti, Suzette Carlean and Anthea Doran.  Kate Curzon, Captain  **HR2 Division 1A**  The team had a very enjoyable season finishing 3rd in Division 1A. After tying for 2nd place on points with Orchard we lost out on the second spot by 1 set in spite of beating Orchard quite convincingly when we played them.  With plenty of matches to go round a total of 8 ladies played. Well done to you all.  Margaret Benson, Captain  **HR3 and HR4 Division Division 5B & 5A**  Interestingly in my last AGM report I noted that these teams, having previously gone up a division in 2017, had found the opposition very challenging and therefore both teams were relegated in 2018. Now both teams HR3 coming top of their division this summer and HR4 coming second in theirs will be going up next year. Hopefully after such a strong season for both teams they will continue to do as well next season! Probably the most memorable match was played inside a bubble on one of the hottest days of summer at Gosling!  My thanks go to Susie Collins, Andree Haxton, Maki Watanabe-Genoud, Kim Rennie, Amy Martin, Frances Hall, Jane Kelly, Fiona Cravanzola, Georgie Smith, Katy Denny, Lucy Bachmann, Steph Loughrey, Tessa Fahrenheim, Sally Radcliffe and Lynn Frankling for playing.  Victoria Aitchison, Captain  **Ladies Friendlies**  We enjoyed another great season of Ladies Friendlies this year starting in April and due to inclement weather finishing in October. We played an away and home game against Kimpton, Harpenden, Milton Keynes and two home and away fixtures against Berkhamsted.  We won our fair share of matches that were all of a very good standard but the fun continued on to lavish lunches, occasionally with wine or prosecco! Trish Church, our ex ladies captain travelled from Dorset to play for her previous club Milton Keynes which shows just how special these matches are.  Lynn Frankling, Captain  **Ladies mornings/evenings**  The ladies mornings are run throughout the year on Tuesdays from 9am with the evenings running through summer only on Wednesdays from 6pm. These are open to all ability and it’s a great way to meet up with friends or make new ones. Attendance is down from previous years so if there are any ladies within the coaching groups who would like to join in you would be made more than welcome!  **Ladies Christmas Lunch**  The annual ladies Christmas lunch last year was a fun time, with delicious food and great company. The money raised from the lunch was given to the Harpenden Trust who were very grateful for our contribution. This year the Ladies lunch is on Tuesday 3rd December and it would be wonderful to see as many of you as possible attend. There will be a sign-up sheet in the clubhouse next week.  Susie and Victoria  It has been a busy year of play and socialising for the ladies and my thanks again to team captains and players. If any new members or those from coaching groups would like to get involved in competitive play please let me know. If you have any suggestions for the ladies that may be incorporated in the future please email me at [victoriahsn@virginmedia.com](mailto:victoriahsn@virginmedia.com). In the meantime, I hope you continue to enjoy playing throughout the coming year. |  |
|  | **Men’s Captain Update**  **Simon Lowe**  **Winter tennis**  **Herts. Winter Seniors**  The club had a disappointing winter season. Despite some excellent performances and positive results, the 45A team were relegated from the Championship Division after the last round of fixtures left them in 6th position.  The 45B team finished 5th out of 7 so retained their status in Division 2.  The newly formed 45C team finished bottom of Division 4 so are trying again this year!  In the over 55 format the A team were relegated from their Championship Division so return to Division 1. After promotion last year the B team found the standard somewhat tougher and finished bottom of their league so return to Division 2.  Many thanks to all who played. Matches have already commenced in the 2019-20 competitions so we are looking to reverse some of the relegations from last year. Our new over 65 team are leading from the front having already won their first match so hopefully our other teams will follow suit.    **Summer Tennis 2019**  **Herts Team Tennis** (Singles & Doubles)  In the spring Herts Team Tennis format the team finished a very creditable 4th in Division 1 so retain their status in the top league.  **Hot Rackets**  Our Two teams faired very well. The 1st team topped Division 2 so are promoted. The 2nd team finished 4th in division 5. The teams continue to meet our aims of introducing match tennis to our promising youngsters who all represented our club extremely well.    **Herts. Summer Leagues 2019.**  A slightly mixed bag of fortunes this time around.  Our 1st team improved their position by one place, finishing a comfortable 4th in Division 1.  Having won promotion last year, the 2nd team struggled, finishing 6th out of 7 so are relegated back to Division 2.  Our 3rd team suffered relegation by finishing 6th in division 3 but good news for the 4th team who finished in 3rd in their parallel division so retain their Division 3 status.  After finishing 6th in Division 4 relegation for the 5th team completes the disappointing season for the majority of our teams.    **Winter Singles**  As promised the singles ladder was introduced to replace the box league. Although a number of players registered their details it doesn’t appear that many challenges/matches have taken place.    **Summary**  Overall not as successful on the playing front as the previous year with player availability and squad restrictions proving to be issues. Many thanks to all the captains for their giving their time, support and effort in running the various teams and to the players who participated.  A special thank you to Neil Berry who is standing down as 4th Team Captain after a number of years in the role. Your help and counsel have been much appreciated.  I’d also like to a make special mention of Alan Stevenson who passed away this year. A great bloke and a lovely man who had volunteered to run our 5th team shortly before his illness came to light. We shall miss him very much.  **Team Captains:**  Summer Leagues - Ant Harrison (3rd) Neil Berry (4th) & David Kendall (5th).  Winter Vets - Tony Ward (45B) Adrian Coggins (55A) and Ben Dearman (55B).  Hot Rackets 1 - Paul Hunt - - - Hot Rackets 2 - Ben Dearman. |  |
|  | **Mixed Team Captain Report | 2019**  **Eric Rovick**  **EHWML 2018-2019**  We fielded 7 teams in the 2018-19 East Herts Winter Mixed League, in divisions 1, 2A, 2B, 3A, 4B, and 5A. Matches were played between October 2018 and April 2019. Most of the teams finished mid-table in their respective divisions: no promotions for 2019-20, though Elliswick 5 slipped down a division for this coming season, in which we are again fielding 7 teams.  **Datchworth League 2019**  Datchworth Summer League matches are played over 14 consecutive Monday evenings from April into July. Our 3 teams all performed admirably in their respective divisions (1, 3B and 4A), ending mid-table for the season.  Datchworth Autumn League matches are played over 10 consecutive Saturday afternoons from September into November. This year several matches have been postponed due to the weather, but we will hopefully get them all played before a tight deadline, which coincides with the date of the AGM. Our 3 teams are performing well in their respective divisions (1, 6 and 7), with the second and perhaps third teams with a chance to be promoted to higher divisions next year.  **Mid Herts Mixed League 2019**  The Mid Herts Mixed League (historically called the mixed friendlies) starts up in late April or early May. The final match of the season is actually being played today, 9th November. Historically we have used a mix of senior and improving players in this league. This year we have also played some of the older junior and intermediate players to begin to give them adult match experience. For many it is an introduction to competitive tennis. If you are interested in playing in these friendly matches, please do not hesitate to contact Andree Haxton at [andreehaxton@hotmail.com](mailto:andreehaxton@hotmail.com).  Many thanks to all the players for participating and especially to the squad captains for their time and effort in organising all the matches and dealing creditably with all of the inevitable hiccups along the way. |  |
|  | **Tournament Report | 2019**  **Louise Behan**  The Club Tournament was held on 29 June this year and was a day of great tennis despite the roaring temperatures reaching 30 degrees by the afternoon. The level of play for all the final matches didn’t disappoint and Elliswick congratulates all winners and runners up and thanks all those that entered the tournament.  This year we started the tournament rounds earlier than previous years to allow additional time for each round. Time is always tight towards the latter stages of the competition. However, despite the few weeks of poor weather that halted play, all semi-final matches were played in advance of finals day.  There is a huge amount of organisation that goes into the club tournament and I would like to thank all those that were involved with the catering, tournament set up, umpiring, line judging and the running of the bar. This all contributed greatly to the success of the day. |  |
|  | **Junior Team Report | 2019**  **Deborah Temple**  It has been an active year for the Juniors with competitive league play, the Junior Tournament and Friday Junior Nights.  Juniors took part in the Team Tennis Hertfordshire League in April to July 2019.  The Herts Tennis Autumn League and Mini Tennis Winter League is currently in play from 1st September to 31st December 2019.  I would like to express a big thank you to the parents who have been or are currently our Junior Captains for the different age categories.  Thank you to Richard Isted, Lucy Bachmann, Emma Boon, Louise Behan, Rob Gardiner, Melissa Sweeney, Rosie Marsh and Helen Martin for your time and wonderful organization skills.  We trialed a Box League for the Juniors this year as we are looking at ways in which Juniors can practice their competitive tennis within the club.  I am looking for feedback as to whether you are interested in this being offered again.  On Sunday 15th September we had the Junior Tournament in which we saw amazing competitive tennis.  For the second year running we were blessed with gorgeous Summer weather (maybe sometimes a bit too scorchio for our players!) and it was a fun social event with food from the BBQ and refreshments from the bar.  The level of help with scoring on the day, organizing the catering, keeping us fed with the BBQ and watered (bar) was much appreciated, as without this help the tournament could not happen.  Well done to all who took part.  The list of winners and runners up are listed on the Junior Board which is now in its new location within the main area of the club house.  Finally, the Friday Junior Nights continue to be a great opportunity for the Juniors, whether they want to play a match or just let off some steam.  Thank you to Rob Gardiner for keeping the bar open!  The tuck shop was run by myself and my son this year as part of his Duke of Edinburgh volunteer challenge.  All proceeds from the Tuck Shop were donated to his chosen charity “Water Aid”.  The tuck shop will continue in the Spring under the very capable hands of the Gardiner’s. |  |
|  | **Social Report | 2019**  **Jeanette Rickerty**  We began the year with breakfast being cooked by 3 St George’s boys who were raising money for the repair to their school chapel.  This was much appreciated after a hard game of tennis by our Saturday morning players.  Our Grand Opening in May was a great success.  The Mayor of Harpenden was invited to formally unveil the plaque. Our President and Chairman gave speeches and over 20 dignitaries were invited, together with our members, to celebrate the opening of our fantastic clubhouse extension and enjoy a glass of Prosecco and canapés.  The wine tasting evening held earlier in the year saw participants tasting 6 different wines with complementing food.  Thank you to Alison Gadd and Barry Austin for arranging such an informative and enjoyable evening.  The annual Wimbledon draw ran very smoothly and saw many happy members being drawn out of the ballot box whilst sipping on Pimms in the sunshine.  Club nights started in the spring and went through to the autumn. The bar was open so members could socialise afterwards.  One ladies night we had 30 ladies playing and then socialising afterwards with a buffet and Prosecco.  On another occasion, on men’s night, there was a curry after a hard game of tennis.  Suppers, that are once a month from April to September, where once again volunteers cooked a 2-course meal for £6 were very successful and thanks goes to everyone who cooked.   Bank holiday tournaments with mix-in tennis and afternoon tea and prizes were once again organised by Michael and Hilary Harrison, helped by Sandra Addleman and enjoyed by many.  I would like to thank Michael and Hilary for all their hard work over the past few years as they are stepping down as organisers. I am looking for someone who would like to take their place with maybe a slightly different format.  As usual our Finals Day was a great success with beautiful weather, too hot for some, and some amazing tennis being played.  Everyone was treated to coffee and pastries in the morning and a buffet lunch.  The bar was open and served Pimms and in the afternoon tea and cakes were served.  Many congratulations to all our winners and runners-up. Thanks goes to everyone who helped especially the umpires, coaches, lines people and those who helped with the catering.  As last year, we held a separate junior finals day.  I would like to thank Sally and Miles Radcliffe who cooked hotdogs in the morning and did a BBQ for over 100 people at lunchtime.  A beautiful sunny day enjoyed by lots of families and children.  Many thanks also too Sandra Addleman and Mhairi de Kort for their help with morning coffees and catering all day.  Once again Carole Arnsby, our quiz master, pitched the quiz just right for over 50 people who thoroughly enjoyed the evening.  Mid way through the evening, a fish and chip supper was served and wine was presented to the winning team.  Another successful quiz night.  The Bridge Section is now playing regularly at the Clubhouse on Tuesday evenings at 7.30 pm.  There are usually 4-5 tables. Any club member, who plays, are welcome to come along and play in a friendly relaxed environment.  Please contact John Moore at [jfeamoore@hotmail.com](mailto:jfeamoore@hotmail.com)  Elliswick runs two table tennis teams which play on alternate Monday nights from September ~ March in the SHAW League (St Albans, Hatfield & Welwyn league).  Last year the 1st team finished 5th (out of 10 teams) in Div 3 and the A team came 7th (out of 9 teams) in Div 4. In the current season the 1st team are currently 2nd having won 7 out of 8 games and the A team 6th having won 2 out of 6 games.  We have a diverse range of players including some juniors and non-playing tennis members playing for the teams and if anyone is interested in playing please contract Tony Ward at [anthonyward66@gmail.com](mailto:anthonyward66@gmail.com).  Proposed: Tony Ward  Seconded: Ben Dearman  Meeting all in favour |  |
| 4 | **Financial Matters** |  |
| i. | **Adoption of the Club’s Accounts**  **Jaap Hesselink – Treasurer**  Jaap began the report by thanking Brian Davis and Tony Ward for their valuable assistance.  In addition to the report that he had submitted to members, he reported the following:  Net P&L slide   * These are the headline figures for the year. Revenue and gross profit were very strong but net profit fell, primarily due to some one-off expenditures. * Let's now delve into further detail of the gross profit and expenditure.   Gross profit slide   * Membership subs rose due to two factors: a 2% overall subs increase and a more favorable mix of subs (slight increase in overall subs per head). * Bar/socials profit due to better unit margins * Visitor fees: Timing issues, varies year to year * Ball cost down due to lower ball usage given long stretches of fair weather and careful management * So overall a healthy £6k increase in gross profit   Expenditure slide   * Clubhouse expenses rose by almost £5k due to several factors, eg additional cleaning services, a new water heater, and expenses, such as electrical testing, related to the extension works but not capitalised * Grounds and courts expenses down YoY. Thanks to Dave Watkinson for making our grounds look spectacular, despite the building works, in a cost-effective manner * Depreciation is up due to the higher level of assets following the completion of the clubhouse extension. Building depreciated over 33 years, fixtures over 5 years * Coaching fees up due to a cost-of-living increase in the coaching retainer and the imposition of VAT for the first time * Other costs, a bucket for lots of miscellaneous expenses, rose by £10k. Almost all of this increase was due to a one-off catch-up payment to NPower as NPower had relied on estimated, rather than actual, meter readings for some time. We did manage to negotiate with NPower over a period of months, and finally agreed a 25% reduction in the catch-up payment as they recognised their role in perpetuating the situation.   Barry Shackloth asked Jaap for the actual cost of the extension. Jaap responded that the cost is £193K.  Eric Rovick stated that the year-end accounts have been reviewed by Brian Davis, our Independent Examiner, and he found that the Profit and Loss statement and Balance Sheet for the year ended 30th September 2019 to be in accordance with the information and explanations given to him.  Below is Jaap’s report submitted to members prior to the meeting:  **2018/19 Financial Year**  This year the club generated a loss of £3.7k after depreciation compared to a surplus £12.3k last year, due to two extraordinary items (discussed below). However, despite this pressure on our P&L, the club still managed to generate a healthy cash flow from operations of £33k.  Revenue increased to £101.3k compared to £98.0k for the previous year with costs and expenses at £105.5k compared to £85.8k. Revenue has increased year-on-year mainly driven by increased membership fees with a small reduction in bar/social sales and visitor fees.  On the cost side, grounds and property expenses are £3.5k lower than last year mainly driven by lower spend on the monthly ground maintenance. Clubhouse expenses however are £4.9k higher than last year mainly due to the extra one-off costs associated with the clubhouse extension. There has also been an increase in the cost of the coaching retainer, whilst depreciation of the club’s assets has increased by £9k, as expected. The club had run up historical electricity arrears as meter readings had been estimated for a long period. A negotiated settlement resulted in a one-off cost of £8.3k.  Spend on the clubhouse extension over the entire project came in at £193k, £18k over the budgeted figure of £175k. The cost overrun is made up of extra groundworks, architects fees, roofing and tiles and incremental specifications.  As a result, the cash generated from operating activities decreased from £42.6k to £33.0k for 2018/19 and the cash position of the club has decreased from £178.6k to £30.6k at the year end. This falls below the target £40k year-end cash level mainly due to the aforementioned increased clubhouse-related expenditure and the unexpected electricity arrears. However, maintaining this prudent £40k target allows us to manage periods of unexpectedly high outgoings and next year we expect to rebuild our cash buffer.  The year-end accounts are in the process of being independently reviewed by Brian Davis. By the time of the AGM, we expect that he will finalise his report on the accounts. To date he has not highlighted any significant concerns about the 2018/19 financial statements themselves. We are working with him to ensure that the highest level of oversight and governance is applied to our expense authorisation process.  The full accounts report is attached to these minutes.  Treasurer recommended that the meeting approve the accounts:  Proposed: Jacky Dodd  Seconded: Keith Balaam  Meeting all in favour. |  |
| ii | **Update of the Club’s Five Year Plan**  Eric Rovick reported the following:  The Five-Year Plan (5YP) has been updated and summarised in the table below:    **Operating cashflow**  We generated net operating cash flow of £33k in 2018/19 and this has been forecast to rise throughout the 5 years 2018/19 – 2023/4 on the basis that we are at full membership with a healthy waiting list and as certain one-off items fall away.  **Cash Reserve**  Our cash reserve fell below target to £30k at year end, primarily down to the surprise bill from Npower and clubhouse extension overruns. As per current operating cash flow and our planned investments, we expect our year-end cash reserves to return to above the £40k minimum during each of the next 5 financial years.  Going forward, our 5-year plan looks similar to the one presented to members at last year’s AGM. There are no new items of investment, though the timing of some of the investments has changed. The £5.7k budget for paving slabs works was included in expenditures this year, not in investments, as it won’t be capitalised. Revenue increases are based on the assumed subs increase of 3% in 2019/20 and 2% in the following years.  2019/20 the £5k investment is just for the floodlight planning process.  **2020/21 Renewal of courts 4~7 artificial grass surface.**  Courts 4~7 were last resurfaced in 2008 and works to replace the court surface have been budgeted for 2020/21. This is anticipated to cost £15k per court (based on the cost to replace courts 1~3) with a £5k contingency. We are continually monitoring the current court surface to ensure it is maintained to the best possible standard and will undertake another deep clean if needed to rejuvenate them.  **2021/22 rear Car park upgrade**  A sum of £20k has been included in for 2019/20 to upgrade the rear car park. This is based on the cost we incurred to upgrade the front car park. This project is purely discretional and we can discuss the necessity of this at next year’s AGM.  **2022/23 Floodlights**  A sum of £55k has been included in for 2022/23 for potential new floodlights (moved back a year in the Plan). The location of the floodlights has yet to be finalised ie courts 1~2 or courts 4 & 7.  Steve Hall asked which courts will be floodlighted and if the planning work will be carried out next year. ER responded that the planning work will be started in the next year and the plan is to floodlight courts 1 and 2. ER also stated that Nefyn Provis-Evans will form a sub-committee to work on this project.  Barry Shackloth suggested to look at all the courts, NPE then stated that they will not consider to put floodlight on Court 3. ER further stated that it all depends on the cost and planning permission, which is unlikely for certain courts.  Barry Shackloth further questioned if we have received complaints from neighbours regarding the floodlights. NPE and Tony Ward confirmed that we have had a few complaints throughout the years from some of our neighbours. Tony Ward further stated that we have put extra trees planted behind courts 4 to 7.  Tony Ward stated that the biggest challenge from the neighbours is to get planning permission to floodlit courts 3 and 7, therefore it is more logical to floodlit courts 1 and 2.  Jim McGown also stated that the planning would take a long time, as previously, it took about 2 years to get approved with the first planning permission being turned down. This is going to be a big challenge for the future and there will be a few issues for the process, therefore JMG advised members to be patient as the work will be quite slow.  Dave Pankhurst asked about the planning process, Tony Ward responded that we have £5K to get consultants in for planning permission, as this will take 2 or 3 years to get approved.  Steve Hall asked if we could improve the imperfect floodlights that we have at the present, NPE responded that we are stuck with what we have got and confirmed that we have increased the power of the bulbs to the highest spec we have planning permission for at the moment.  Proposed: Louise Behan  Seconded: Norman Hoare  Meeting all in favour. |  |
| iii | **Fix the Membership Entrance Fees and Subscription Levels for 2020 and Dates Subscription Due**  Eric Rovick stated that the Committee is proposing that the membership annual subscription fee increases by 3% in 2019/20. Members will get a 5% discount if they pay their fees before 1st February 2020. The increase is due to the cash getting depleted during the year and the need to rebuild the cash given the increase in the club’s running expenses following the clubhouse extenion and general inflation.  Ben Dearman asked how this 3% would increase revenue. ER responded that it is over £900.  Tom Walters asked how our membership fee compares to that of other clubs, and Ben Dearman responded by saying that some other clubs, eg Harpenden, charged substantially more and confirmed that even with the increase it is still value for money for what the club can offer.  Proposed: Keith Balaam  Seconded: Heather Nye  Meeting all in favour (with 1 abstention) |  |
| iv | **Appointment of the Club’s Reporting Accountant**  Eric Rovick confirmed that Brian Davis will no longer be the Club Reporting Accountant and thanked him for his efforts. ER reported that he has appointed Nigel Martin to be the club’s Independent Examiner (the new term instead of Reporting Accountant) for next year.  Proposed : Tony Ward  Seconded : Tony Wills  Meeting all in favour |  |
| 5 | **Election/Re-election of Club Officers**  Eric Rovick confirmed that Phil Jacobs and Simon Lowe are standing down as Company Secretary and Men’s Captain position and thanked them for all their efforts.  Jim presented Simon with a leaving present.  Eric Rovick announced of the election/re-lection of other committee members and the Club Officers.  Chair (Director): Eric Rovick  Proposed: Jim McGown Seconded: Phil Jacobs  Elected unopposed  Secretary (Director): David Kendall  Proposed: Eric Rovick Seconded: Jim McGown  Elected unopposed  Tournament Secretary (Non-Director): Louise Behan  Proposed: Eric Rovic Seconded: Jim McGown  Re-elected unopposed  Social (Non-Director)**:** Jeannette Rickerty  Proposed: Phil Jacobs Seconded: Jim McGown  Re-elected unopposed  Grounds (Director): Nefyn Provis-Evans  Proposed: Phil Jacobs Seconded: Jim McGown  Re-elected unopposed  Ladies Captain (Director): Victoria Aitchison  Proposed: Phil Jacobs Seconded: Jim McGown  Re-elected unopposed  Men’s Captain (Director): Rupert Tillbrooke  Proposed: Eric Rovick Seconded: Jim McGown  Elected unopposed  Treasurer (Director): Jaap Hesselink;  Proposed: Phil Jacobs Seconded: Jim McGown  Re-elected unopposed  Meeting all in favour |  |
| 6 | **AOB**  Nothing submitted to the Secretary prior to the AGM.  Heather Nye thanked everybody in the committee, especially Nefyn Provis-Evans, for all their hard work. |  |
| 7 | **Next AGM**  AGM: Saturday 21st November 2020 at 10.30am in the clubhouse  Meeting all in favour |  |
|  | **Approved as a true and accurate record**  **Eric Rovick**  **Chairman 23.11.2019** |  |