

**Wantage Lawn Tennis Club  
 Minutes of the Annual General Meeting  
 Held on Thursday 17<sup>th</sup> November 2016  
 Venue: Comrades Club, Wantage**

<b>1</b>	<b>Attendance</b>
	35 out of 127 adult members were present representing 30% of the adult membership (see Attachment 1). The quorum is 32 (≥25% of the adult membership).
<b>2</b>	<b>2015 AGM</b>
	<p>The minutes of the previous AGM were unanimously accepted and the action items from the previous meeting were reviewed:</p> <ul style="list-style-type: none"> <li>• Chris Gray had written a formal letter of thanks to Douglas Gribben for their support of the tournament, and they have very kindly continued to sponsor our finals day</li> <li>• Judi Wilde presented a tankard from Wantage Tennis Club to Paul Neighbour as recognition of his immense work in organising the Oxfordshire Leagues excellently over many years.</li> <li>• Finals Day seemed to go very well. The junior tournaments were nicely run by Growing the Game and we have not had any negative feedback from the visiting parents.</li> <li>• Chris Gray is continuing to run the website, but would welcome a volunteer to help.</li> <li>• Dawn Fairchild organised a very successful quiz evening with Lester in November. Also, a Barn Dance was held at Maureen's barn in late spring which went very well.</li> <li>• A welcome card should now be provided to all new members. Based on feedback from the meeting, few new members could remember receiving one. Membership Committee will follow this up.</li> <li>• People had been asked to strictly adhere to the 5 game turn around. A number of people at the meeting felt that we should switch to playing full sets.</li> </ul>
<b>3</b>	<b>Teams Report + Coaches Report</b>
	<p>Paul Homersham gave an overview of the Wantage Teams. He noted that there were opportunities for players of a wide variety of standards, playing both at the weekend and midweek. He encouraged people who liked to play matches to put their names forward and speak to either Dawn or himself. In addition to the teams, Anne Jones runs a series of Friendlies, held over the summer.</p> <p>Paul thanked all the captains who organised the teams.</p> <p>Andy Aitken gave an overview of the coaching programme.</p> <p>The Junior programme is thriving, and there are now 60-70 in coaching, aged from 2 – 17. For next year, he is planning to expand the programme both numerically and also in terms of new possibilities e.g. Aegon Team Tennis, Road to Wimbledon.</p> <p>The Adult programme is also doing well. Tennis express for beginners is well attended as is Cardio tennis on a Monday. Additionally there is Adult coaching for ladies on Tuesday and Team coaching.</p> <p>Andy said it was great to be at Wantage and thank you to everyone</p>
<b>4</b>	<b>Treasurers Report and Membership Proposals.</b>
	<p>The Treasurer, Stephen Day, presented the Treasurer's Report which had been checked by the auditor (see Attachment 2).</p> <p>He ran through the changes against 2016, noting the increases in rates and electricity charges, insurance and affiliating fees.</p>

Next Stephen ran through the costs relating to the move. As is normal with building projects, the builders are paid on a monthly basis, based on what the architect signs off on. Initially it was believed that the £663,000 obtained from the sale of the previous site would be sufficient to cover all the costs of building the new facility. However due to increases in costs, we have had to apply for grants from the LTA (£65,000) and from the council as part of "Section 106" (£22,153). Additionally we have received a 5 year interest free loan of £10,000 from the OLTA.

Construction started in January, before we had received any money from our existing site, and it was necessary to take a short term loan from members to manage the cash flow. We have now received £747,198 and paid out £715,510, but there are some outstanding costs. In August, after all the work was complete, we received a bill from Carters which was higher than expected. The club had been in discussions with Carters to understand and resolve the discrepancy. Bernie Kurzik reported that he had had an extended meeting with Carters and our architect earlier that day and that he believed that this was now agreed.

Stephen noted that there still some are some snags (notably the electrics), for which we are holding back £16,500. We may also need to pay the council some more money to finalise the lease. The parks authority would also like payment for additional work related to the construction.

We are expecting a further £6,500 from the LTA. To get this we need a certificate that the lighting meets LTA standards. This will entail a further site visit by the lighting engineers in the near future. Also we need the final Architect's certificate of completion.

The Treasurer received a warm round of applause for his report.

Chris Gray proposed that we accept the accounts, Sue Cronin seconded, and the meeting passed them unanimously.

The Treasurer presented the proposal from the committee for next year's subs and match fees (Attachment 3). The essence is that fees rise by 20%. As is evident from the budget, there are significant additional costs from being on the new site, not least the electricity bill, so fees will have to rise in the future. However it was felt that with so many new members having joined, and the desire to attract more members, the fees should not rise too quickly in the first year. Additionally the age boundary for mini-juniors has been extended to the point where juniors could play without adult supervision (under 13), and match fees were increased to £3.

The proposal was proposed by Mark Rowe, seconded by Bernie Kurzik and passed unanimously.

<b>5</b>	<b>Chairman's Report</b>
	See Attachment 4
<b>6</b>	<b>Adoption of New Constitution</b>
	<p>Chris Gray explained that the move to a larger club has prompted us to look at our current rules. A number of cases had come up where the rules no longer made sense. There is a template for a set of rules on the LTA website with advice on how to adapt it for individual clubs. It soon became clear on reading the advice that our current rules did not provide sufficient legal protection. For example, the new document will provide legal protection for committee members involved in spending money on behalf of the club. Rather than try and adapt our old rules we have started from clean sheet and adapted the template to match what was in our rules.</p> <p>A copy of the new proposed Constitution had been placed on the Club Website for members to read, and no comments had been received. The vice-chairman, Mark Rowe had read them and commended</p>

	<p>them to the meeting.</p> <p>Chris Gray proposed and Graham Howell seconded that the new Constitution be accepted. This was passed unanimously.</p>
<b>7</b>	<b>Action Groups</b>
	<p>Chris Gray explained that the transition from a small club to a medium sized club has meant that it is impossible to do all the business that has been done within a main committee.</p> <p>To move the club forward, the management committee has decided to devolve some of the activities into a number of Action Groups. The committee have appointed leaders for each Group, who can co-ordinate the activities in a particular area. People helping supporting the running of the club will naturally find themselves involved with these groups. So for example Team Captains will be involved with the Teams Action Group by nature of what they already do. If you help with juniors helpers will naturally get connected.</p> <p>The Action Group Leaders described their groups and the people they were looking for:</p> <p>Fabric (Steve Thompson). This group looks after the site including the courts, the grounds and the clubhouse. There is a regular monthly work party on the first Saturday of the month starting at 10:00am. See Graham Howell if interested. At this time of the year there is a lot of work to do clearing the leaves before they rot into the courts, so volunteers to clear the leaves weekly would be good. Additionally there is a team of ladies organised by Judi Wilde, Dawn Fairchild and Maureen Burgess who keep the clubhouse sparkling. Speak to them if you can help.</p> <p>Social Events (Dawn Fairchild) This group is looking to run at least three large events per year, to have fun and raise funds for the club. Quiz nights, Barn Dances, Race Nights and Meals out were all mentioned as ideas. Speak to Dawn if you're interested in helping.</p> <p>Outreach (Mark Rowe) This group is looking to promote the Club in the local area, both to attract members and develop partnership. There are many ways that this can be done – through developing links with businesses and organisations, marketing the club, developing the use of the public courts, running Open Days and keeping our names in the Press. Speak to Mark if you'd like to find out more.</p> <p>Membership (Chris Gray) This group covers internal communications of Club Members. At this time we are specifically looking for someone to take on the Club Website (see item 1)</p> <p>Juniors (Sue Cronin) This group will work alongside the coaching team, developing Junior play outside of Coaching. A free-play junior session has started on Thursdays from 4:30 – 6:00pm. If you'd like to help or have other ideas for junior activities then please speak to Sue Cronin.</p> <p>There are five further groups relating to the Programme (Chris Gray), Development (Chris Gray), Finance (Stephen Day), Coaching (Paul Homersham) and Teams (Judi Wilde). Please contact them if you feel have some skills or enthusiasm for these areas</p>
<b>8</b>	<b>Club Competitions</b>
	<p>Chris Gray, who ran the tournaments last year introduced this item. Besides the American Tournaments that we run on occasional Sundays, for many years the club has run a number of tournaments culminating in Finals Day. The finalists from the juniors and the adults played alongside and we introduced a “tournament on the day”. Finals Day is certainly a good event in the Club Calendar.</p> <p>In recent years the current format has struggled. The competitions need reinvigorating and we need to think about what format will work best for everyone. If you've got suggestions then or you're interested in helping develop the competitions then contact Chris Gray.</p>

<b>9</b>	<b>Election of 2016-17 Committee</b>		
	All bar one of last year's committee members were prepared to stand again and there were no nominations for new committee members. There was however a swap in that the former vice-chairman Mark Rowe was standing for chairman and the former chairman Steve Thompson was standing for vice-chairman. As there was only one applicant for each specified position and less members standing than positions available, the new committee was proposed en-bloc and unanimously elected as shown below:		
	<table border="1"> <tr> <td> Mark Rowe (Chairman)  Chris Gray (Secretary)  Stephen Day (Treasurer)  Stephen Thompson (Vice Chair)  Paul Homersham (Mens Club Captain)  Dawn Fairchild (Ladies Club Captain)  Judi Wilde </td> <td> Maureen Burgess  Bernie Kurzik  Anne Jones  Sue Cronin  Dee Jones  Graham Howell </td> </tr> </table>	Mark Rowe (Chairman) Chris Gray (Secretary) Stephen Day (Treasurer) Stephen Thompson (Vice Chair) Paul Homersham (Mens Club Captain) Dawn Fairchild (Ladies Club Captain) Judi Wilde	Maureen Burgess Bernie Kurzik Anne Jones Sue Cronin Dee Jones Graham Howell
Mark Rowe (Chairman) Chris Gray (Secretary) Stephen Day (Treasurer) Stephen Thompson (Vice Chair) Paul Homersham (Mens Club Captain) Dawn Fairchild (Ladies Club Captain) Judi Wilde	Maureen Burgess Bernie Kurzik Anne Jones Sue Cronin Dee Jones Graham Howell		
	<p>Mark Rowe thanked Steve Thompson for his seven years as chairman. Steve will continue as vice chairman and will complete the work related to the relocation. Mark will concentrate on the development of the club. He also thanked Mike Palmer who had stood down from the committee this time, but continues to look after the grounds and acts as a great ambassador for Tuesday morning social tennis sessions. Graham Howell noted that Mike had been very generous and purchased a mower for the club.</p> <p>Mark said he was feeling very positive about taking on the role of Chairman and was very pleased that so many of the committee were staying on at a time of change and commended them for working so passionately for club. Mark went on to say he thought the team had performed brilliantly over the last few months. There have been difficult issues; there have been disagreements but there has been healthy debate and we have all moved forward together.</p> <p>Finally, he encouraged everyone at the meeting to get involved with the action groups [see item 7 above].</p>		
<b>10</b>	<b>Future Social Events</b>		
	Covered under Item 7.		
<b>11</b>	<b>Any Other Business</b>		
	<p><u>Club Evenings</u></p> <p>Peter Hart said that the best clubs are where all the members know each other. Social evenings should mix everyone up rather than allowing fours to choose themselves. He suggested that we have a board system so that people mix up in the clubhouse. This would require everyone to go back to the pavilion, before settling on the people making up the next four. Mark Rowe said that he had had similar feedback during the phone calls.</p> <p>The programme committee will take this forward, noting that the organisation of Club Evenings has been an item of frequent concern over many years from Club members.</p>		
	<b>Summary of Actions</b>		
	<ul style="list-style-type: none"> <li>• Membership Committee to review the use of Welcome Cards.</li> <li>• Membership Committee to find someone to run the website.</li> <li>• Programme Committee to look at improving the switching between matches at Social Evenings.</li> </ul>		

Chris Gray (Secretary)

Attachment 1: Attendee List

Wantage Tennis Club, Annual General Meeting, November 17<sup>th</sup> 2016

Name	Name
Chris Gray	Simon Bunge.
Stephen Day	Jo Brady
Maureen Burgess	Kevin Brady
Dawn Fairchild	Andrew Anishe
Mark Mc	<del>John</del>
Paul Howarth	Rob Andrews
<del>Clive Day</del>	Anne Saunders
ANDY ATKIN	Laura Matthews
DAVE WEBB	
Dave Martin	
Elaine Day	
James Wassell	
Caroline Denstone	
<del>Peter Hart</del>	
Paul Knight	
James Bellor	
Steve King	
MART GIBBS	
Liz Bazley	
Judi Wilde	
<del>Erin Hunsell</del>	
Steve Anderson	
Paul Bury	
Dee Jones	
Alec Adams	
Cathie Moxon	
Rob Lagden	

**WANTAGE TENNIS CLUB**

**RECEIPTS & PAYMENTS ACCOUNT  
and  
BALANCE SHEET**

**FOR THE YEAR ENDED  
SEPTEMBER 30th 2016**

**D O DODRIDGE  
ACCOUNTANCY, TAXATION AND PROFESSIONAL SERVICES  
WANTAGE, OXFORDSHIRE**

**WANTAGE TENNIS CLUB**

**RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED SEPTEMBER 30th 2016**

<u>2015</u>		£	£
	<b>RECEIPTS</b>		
	<b>General Income:</b>		
6,573	Subscriptions		9,782
1,249	Match Fees		1,241
10	Visitors' Fees		20
18	Interest Received		137
39	Ball Sales		117
-	Sponsorship		267
121	Fund Raising - Barn Dance		28
-	Coaching Funding & Coaching		240
-	Public Courts		495
<u>77</u>	Clothing Sales		<u>-</u>
8,087			12,327
	<b>Less PAYMENTS</b>		
	<b>General Expenses</b>		
231	Administration & Sundries	467	
791	Affiliation Fees	811	
604	Insurance	1,376	
126	Rates	-	
334	Water	116	
129	Electricity	471	
-	Telecoms	14	
149	Clubhouse & Gardens	580	
1,121	Maintenance of Courts	10	
325	Tournaments	724	
103	Clothing Purchases	-	
1,161	Tennis Balls	1,280	
-	Open Day	1,034	
105	Coaching Fees	-	
113	Website Support	132	
200	Accountancy Charges	220	
<u>5,492</u>	<b>Total Expenditure</b>	<u>          </u>	<u>7,235</u>
<u>2,595</u>	<b>Excess of General Income over General Expenses for the Year carried forward</b>		<u>5,092</u>

**WANTAGE TENNIS CLUB**

RECEIPTS AND PAYMENTS ACCOUNT (continued)  
FOR THE YEAR ENDED SEPTEMBER 30th 2016

<u>2015</u>		£	£
2,595	Excess of General Income over General Expenses for year brought forward		5,092
	<u>Capital Transactions</u>		
-	Capital Receipts		
	- Sale of Land etc. at Foliat Drive		663,000
-	- Grant from LTA		56,953
-	- Section 106 Funding		22,153
-	- Short Term Loans from Members	33,302	
	less Repayments	<u>33,302</u>	-
-	- Loan from OLTA	10,000	
	less Transfer to Balance Sheet	<u>10,000</u>	-
<u>2,595</u>			<u>747,198</u>
-	Capital Payments - Cost of the Manor Road Development to date (see Notes to the Balance Sheet)	715,510	
	Less Transfer to Balance Sheet	<u>715,510</u>	-
<u>2,595</u>	Excess of Total Receipts over Payments for the year		<u>747,198</u>

**WANTAGE TENNIS CLUB**

**NOTES TO THE BALANCE SHEET  
AS AT SEPTEMBER 30th 2016**

1. Capital Expenditure on the Manor Road Development comprises payments to architects, designers and the main and other contractors to September 30th 2016.

2. Anticipated further expenditure on the development, agreed and yet to be agreed, comprises:

Final Payment to main contractor	£29,596
Release of Retention to main contractor	16,436
Floodlights	9,848
Legal Fees	5,693
Parks Restoration	8,239
	<hr/>
	69,812
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3. Anticipated further receipts are:

Final grant payment from LTA	6,500
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### Attachment 3: Proposal for Membership Fees



## **Membership Fees for 2017-18**

The new club at Manor Park offers members an enhanced facility and greater opportunities to play than were available at Foliat Drive, including the floodlights. The new Manor Park facility has increased costs and it is expected that fees will need to increase by about 40% from Foliat Drive fees. It is also recognised that it is not practical to increase the fees to this level immediately. We are also still establishing what the running costs of Manor Park will be. The following fees are therefore proposed for the April 2017 season.

Membership Category	cost now	cost from April 2017
Adult full	100	120
Adult (70 yrs & over)	70	84
Country (more than 30 miles from the club)	25	30
Over 13 + Mature students	40	48
Mini Junior (under 13 on	13	16
Family	200	240
2 Adults at same address	180	216

In addition the match fees will be increased from £2 to £3.

The fees will be reviewed again in September 2017, by which time we will have a much clearer picture on running costs and membership numbers.

#### Attachment 4: Chairman's Report

Hi Folks,

First of all I would like to thank everyone here for turning out tonight. Traditionally Annual General Meetings are to say the least, not the most exciting event in your calendar year, and I will keep my report as brief as possible.

On December 3<sup>rd</sup> 2009 I was elected Chairman and on the 14<sup>th</sup> of the same month, Wantage Tennis Club held an Extraordinary General Meeting at which I was asked to organise relocation from our existing site at Foliat Drive, and build a new facility with extra courts with floodlights at Manor Park.

Having had previous experience at building tennis courts in Newbury I thought this would be a piece of cake. Not in my wildest imagination did I contemplate it would take almost seven years to achieve, but that is how long it took.

On July 23<sup>rd</sup> this year we held a "Grand Opening Day", organised by our hard working committee, headed by Mark Rowe on this occasion. Andy Aitkin our head coach and his team, "Growing the Game", carried out a full day of coaching and activities on the new courts. Richard Pitman kindly stepped in as master of ceremonies, and Wantage Town Mayor and other dignitaries were in attendance.

Shirley Brasher ne Bloomer won the French Open title in 1957. She was a member of this club for some years, and so it was decided to name a court with her initials SJB. Although not in the best of health, she attended the ceremony and gave a speech.

The publicity had done its job and large crowds, gathered on a gorgeous summer's day to make the event a resounding success. I firmly believe that this day put Wantage Tennis Club well and truly on the map. The LTA have since made us a "Focus Club" which is another feather in our cap.

Since then we have erected the L E D floodlights, only the 2<sup>nd</sup> tennis club in England to have done so. They have greatly enhanced participation for club members, and are proving to be a valuable asset. I was on holiday for the recent Oxford Forum and so Mark did a presentation on our lights and new facility, which attracted a great deal of interest from other clubs.

As most of you already know I am standing down as Chairman which was always my intention once our new complex was built. I could not have succeeded had it not been for the support and dedication of the committee, and so I would like to record my thanks to them. My thanks also go out to the long standing members of the club for their patience. I know some of you were reluctant to leave the old site which for many held special memories, but I hope you can move on and enjoy the new one.

Our facility is not perfect and there is still much to do, but with the strength of the committee and the members I'm sure we can look forward to a brilliant future for Wantage Tennis Club.

Happy Tennising,  
Steve Thompson.