

ANNUAL GENERAL MEETING

THURSDAY 24 NOVEMBER 2011

1 Present

Tony Bryan (Chairman)
Nicky Edwards (Administrator)
Lindsay Bird (Treasurer)
Brigitte Gilbey (Membership Secretary)
Jane Smith (Ladies' Captain)
Steve Page (Men's Captain)
Nick Jones (Junior Secretary)
Toby Melling (Social Secretary)
Andrew Bungard (Joint Bar Secretary)
Roy Richardson (Head Coach)
Steve Hull, Paul Hackney, Ean Reid, Tucker Atkinson, Adrian Thompson, Bob Skelton, Pearl Skelton, Andy Causton, Richard Fogden, Ian Spiers, Susan Moore, Derek Roberts, Percy McCloskey, Ian Senior, Marion Bryan, Colin Wroath, Sue Blythe

2 Apologies for Absence

Robert Stuttaford (Joint Bar Secretary)
Bob Arthy (Community Secretary)
Ivan Carter (Grounds Secretary)
Sandra Lewis, Ken & Sue Walker, Melanie Hamilton, Diane Harrison, David Meaks, Peter Ashby, Tom & Elaine Loh, Marlene Read, Dan & Susan Jackson, Judy Young, Katy Noades, Sue Maxwell, Carol Sadler, Terry Willis, Jon Sleeper, Jenny Dickens, John Ramsell

3 Chairman's Report

Jack Shemtob

Tony firstly mentioned the very sad news of Jack Shemtob, highlighting Jack's time at the Club and wished all the best to his wife Susie and the family.

Outgoing Committee

Tony thanked the outgoing Committee members for the great contribution they have given to the Club - Steve Page (Men's Captain), Jane Smith (Ladies' Captain), Robert Stuttaford and Andrew Bungard (Joint Bar Secretary), Ivan Carter (Grounds Secretary) and Brigitte Gilbey (Membership Secretary).

Summary of the Events of the Year

- The performance of all the leagues in the Men's, Ladies' and Junior divisions with a high level of enthusiasm both from the captains and the players
- Bob Arthy for his contribution to social tennis events, bank holiday tournaments and the Supaleague
- The coaches for their efforts during the year, being successful in bringing more children to the coaching programme and continuing into the teams

- The change over of administration staff and a summary of the survey carried out earlier in the year
- A brief update on the Club house with only minor maintenance required throughout the year; upgrading the heaters and repairing the floodlights,

Looking to the Future

- A review of subscription rates during the following year, especially as without the bar there will be a shortfall in income
- Further technical review required of the floodlights on the lower courts which are not to such a high standard as the top courts
- A hope for even more involvement from the coaches during the coming year
- To consider how to manage the bar without a replacement Bar Secretary
- Clubmarking has not been looked at for some time and, although Tony is not sure there are huge benefits, it is something to be considered further by the Committee. If we are to take it forward, there would be a need for a “champion” to oversee it.

Revision of the Rules

It was felt appropriate to reorganise and update the last version of the Rules to incorporate changes agreed by the Committee. The most important changes are:

2.2 Not all the Officers of the Club wish to be Directors of CTC Ltd.

- 5.1
- Weekday Full - more fully defines the rights of this category of members. The Committee felt this category offered great value and was not in proportion to the Full membership. It should be 5/7th and will therefore increase by £5 per year for three years. All voted in favour.
 - Young Returner Adult - a new category of membership to encourage players to return to the Club at a time when they do not have a lot of income
 - Invited player - the Committee decided that it is appropriate to have a high quality representative team of men and women playing in the Watford Leagues, which will benefit the status of the Club in attracting new members and may provide a challenging option for some of the younger club members. We need a few better quality invited members to achieve this. There followed a very healthy discussion with Ean Reid, Marion Bryan and Richard Fogden leading the argument against this category with other members, primarily Committee members, supporting the proposal. Following some discussion, it was agreed that Invited A team players would continue to be limited to two male and two female, and it would be reviewed at the AGM each year. All except two members voted in favour, with one member against the ruling, and one abstaining.

Two rules from the version dated 10 June 2009 have been removed:

- Rule 10 referencing membership procedures which seems outdated
- Rule 13 which limited the number of members

Ean Reid pointed out that the proposed Rule amendments were not sent out with the AGM notice, nor were the changes sufficiently highlighted. This was noted and it was agreed that in the future, any proposed Rule changes would be fully circulated to all members.

4 Treasurer's Report

A quiet year which saw a surplus of just over £500. This was pleasing in respect of not having to dip into reserves and therefore we are covering our costs with the income we make.

Income stayed at the same level as last year. A slight increase in subscriptions matched by a small drop in bar profits.

Expenditure; key drops in expenditure: club affiliation to the LTA - this has reduced significantly and is due to a change in LTA policy to reduce affiliation fees for all tennis clubs. No bursaries were awarded this year.

Maintenance - the electrical surveys and work carried out to improve the general electrics and outside lights led to an increase in maintenance costs.

Utilities - an increase here mainly due to increases in electricity costs - mainly due to outside floodlights. Adrian Thompson queried whether we were on a fixed cost/contract for electricity. (this was not known but we have since found out that we are under contract to Eon until Summer 2012 - we will look into reducing electricity costs when the contract comes up for renewal).

Overall increase in cash balances at the end of the year by £3,500.

5 Election of Officers

Tony confirmed he is willing to stand as Chairman but this will be his last year in the role. Tony then summarised the Committee positions as follows:

Office	Nominee	Proposed	Seconded
Chairman	Tony Bryan	Varton Melkonian	Peter Lennon
Treasurer	Lindsay Bird	Tony Bryan	Varton Melkonian
Men's Captain	Steve Hull	Bob Arthy	Steve Page
Ladies' Captain	Brigitte Gilbey	Sue Blythe	Lindsay Bird
Membership Secretary	Marlene Read	Jane Smith	Michele Castelete
Social Secretary	Toby Melling	Tony Bryan	Peter Lennon
Junior Secretary	Nick Jones	Tony Bryan	Varton Melkonian
Grounds Secretary	Paul Hackney	Sue Maxwell	Sue Blythe
Match Secretary	-	-	-
Joint Bar Secretary	-	-	-

All voted in favour.

Tony commented that it would be his intention at the first Committee meeting to propose to fill the role of Community Secretary, particularly with the new captains it was felt an important role to fill to represent all members of the community.

As there were no nominees for the joint Bar Secretary role, no private functions will be available for the foreseeable future, which will impact on income. Tony and Nicky will manage the stocking of the bar for a while. Percy suggested whether it was an option to out-source the bar. The new Committee will discuss options at the next meeting.

The Committee will also discuss the Match Secretary position at the next meeting.

Election of a Fourth Trustee

- The Rules allow for four Trustees and we currently have only three
- This becomes more relevant with regard to CTC Ltd which allows for the four Trustees and three CLTC representatives as Directors and two of the eligible CLTC representatives choose not to be Directors
- Appointing a new Trustee at this time is appropriate and Percy McCloskey has volunteered to become the fourth Trustee. This was proposed by Derek Roberts and seconded by Marion Bryan. All were in favour and Tony thanked Percy.

Company Secretary

Tony will discuss with Ean Reid whether he is happy to carry on as Company Secretary. Ean commented that he would prefer the registered office to be the same address as where the documents are held.

6 Election of Auditor

Tony confirmed that Andy Somerville has been the auditor for several years and has done a great job. He is willing to stand again and all were in favour of this.

7 Review and Adoption of the Accounts of Chorleywood Tennis Club Limited

The accounts have been submitted to Companies House.

8 Any Other Business

Sue Blythe asked whether there had been any further communication from Clockhouse Mews. Tony confirmed they are satisfied with the floodlights now the timing issues have been resolved, but that there was still an issue over coaching noise which has been addressed.

Percy proposed a formal vote of thanks to Tony for his efforts and energy in running the Club in such a professional way and all were in agreement.

Nicky Edwards
Administrator
1 December 2011