

**LANSDOWN TENNIS, SQUASH AND CROQUET CLUB LTD**  
**MINUTES OF THE COMMITTEE MEETING HELD ON**  
**TUESDAY, 5<sup>th</sup> APRIL 2022**  
**Start Time: 19.00 hrs**

**Present:**

James Scully (JS)	Chair
Claire Ackerman (CA)	Deputy Chair
Jeremy Goulding (JG)	President
Brian Levine (BL)	Tennis Secretary
Mark Radley (MR)	Squash Secretary
David Barnes (DB)	Fabric
Jeremy Labram (JL)	Committee Member
Joan McLoughlin (JM)	Committee Member
Jon Foulds (JF)	Committee Member
Gray Olliver (GO)	Observer / Committee Member

**1. APOLOGIES**

Apologies were received from Howard Grove (HG), Mark Groves (MG) & Natalie Curtis (NC).

**2. CO-OPT NEW MEMBER TO COMMITTEE**

The committee unanimously voted to co-opt Grey Olliver (GO) onto the committee. JS welcomed GO to the committee in the position as 'member without portfolio'.

**3. MINUTES FROM PREVIOUS MEETING**

The minutes of the meeting dated the 28<sup>th</sup> February 2022 were agreed.

**4. MATTERS ARISING**

JL commented that as a community amateur sports club (CASC) we cannot be discriminatory and we have to provide a provision for those who might struggle to pay for membership as it now falls over the threshold of £520. We must also consider any additional costs for equipment. As a club we need to create a policy and a transparent process for people to apply for a reduced membership based on their financial situation. As a CASC we have to comply. JG and JL to look into this further and come up with a proposal on how to proceed.

**ACTION: JG, JL & JM**

## **5. MEMBERSHIP NUMBERS**

JS noted that numbers were very similar to one month ago with a marginal increase, there was nothing further to discuss.

## **6. RENEWALS**

JS noted that initial email from Chair went out last week, Natalie and Caroline would start sending out specific renewal emails with amounts in the next week, slightly earlier than usual, e.g. 3-4 weeks ahead of renewal date. It was noted that prices weren't included in the initial email, which didn't come across as very transparent. The committee noted to take this forward as a learning and an improvement to make in next year's correspondence. Website to be updated accordingly.

**ACTION: NC & CA**

## **7. AGM PLANNING**

JS reminded everyone that we need reports written up by Tuesday 12th April and submitted to himself and NC. JM is supporting JS / NC with planning details which is much appreciated. JS confirmed AGM will be Tuesday 31st May, various tasks need to be completed in the lead up to that date.

**ACTION: JG, JS, CA, JM, BL, MR, MG, JF, JL, HG, NC**

## **8. SPORT MANAGER ROLE**

JS asked for feedback via the google doc that was circulated and asked GO and others who would be on the next committee to ensure this was picked up by them for further discussion / approval. JS noted that he was very happy to assist with the recruitment phase should the new committee approve this new role.

## **9. VOLUNTEER ROLES**

CA and JS have compiled some volunteer roles that they think would really help support the club's current needs. There are numerous roles that need fulfilling, but they have put some descriptions together for those roles that are considered to be highest priority. Ideally this

should be sent out to the membership as soon as possible to try to get these roles filled. CA to look at ways to advertise these roles with NC.

JS to create an online form for members to complete if they want to raise any maintenance issues at the club. This will then feed into the ongoing maintenance sheet that DB and NC have created to ensure that maintenance issues are dealt with accordingly.

**ACTION: CA, NC & JS**

## **10. FLOODLIGHTS AND PLANNING UPDATE**

Our floodlight planning application for courts 8-10 is still awaiting an update from the planning officer. JF is frequently chasing for an update.

JS informed the committee that we are getting numerous complaints regarding the existing floodlights on courts 1-7. He confirmed that the current floodlights are of poor quality and it is extremely challenging to get replacement parts for the floodlights we currently have. The committee's priority is to replace the current floodlight system that we have in place.

DB and John Morgan have done extensive work and due diligence on possible replacement floodlights for courts 1-7 and centre. It will be a large investment now (up to 200k) but the new floodlights should have a life expectancy of 20 years, so the equivalent annual cost per year would be approximately £10,000.

JF confirmed that it was best to put in a planning application for courts 1-7 and centre. Should the club wish to proceed with installing Padel courts, we would not have to replace the lights on centre court as per the initial planning application. Those lights would then be replaced with an alternative lighting structure which would be suitable for the Padel courts, assuming the Padel planning application was also granted.

DB recommends that we proceed with a turnkey contract with Luminance Pro. JS confirmed that many well known clubs have also worked with Luminance Pro and they are a reputable company. DB asked for committee approval to put in the planning application for courts 1-7 and centre. Committee unanimously approved. It was decided that once we have planning permission, the committee will then revisit the decision on which contractor to proceed with.

**ACTION: JF & DB**

## **11. ACCOUNTS**

Nothing to report on our current club accounts. Our current accountants (Fuller and Roper) are pulling out of the management of our accounts as they are currently going through

changes in structure within their company. There is an option to continue directly with our current accountant, Alan, or look for an alternative option. MG to manage moving forward.

**ACTION: MG**

**12. FABRIC**

Nothing to report on fabric. DB is currently working with staff to ensure correct fire procedures and training are in place.

**ACTION: DB**

**13. SQUASH**

Club Championships will be taking place on Saturday 21st May. Thank you to Charlotte Weldrake for running a very successful Handicap Tournament. Squash contract with Elite Squash is nearly complete. MR confirmed that we are spending approximately the same as our previous contract however for that money we will be seeing a much wider range of services.

MR is currently working on a proposal for improvements in the squash area which he hopes to bring to committee soon. Routine maintenance of all the squash courts (repainting walls and sanding the floors) will be going ahead but the date for this work needs to be confirmed.

**ACTION: MR & DB**

**14. TENNIS**

Blue Sky Agreement – this has now been signed by both parties and came into operation on April 1st for 3 years with benefits as previously set out.

Team Training – has got off to a good start, earlier than previous years, led by Tom/Blue Sky: the first week saw 65 players, with a very full club and courts.

Floodlights – replacing those ageing lights on courts 1-7 and Centre (subject to Padel), plus bottoming out permission for 8-10, is a capex priority for the tennis section as discussed above. JS to ensure that members receive an update regarding the floodlights via the newsletter.

Resurfacing courts 8-10 (and Centre, subject to Padel) will need to be done in the next 12-18 months, as the 8-10 repainting work has a limited life.

Avon Junior Tournament – to be held for a week over Easter with the Club accessing replacement courts for members during tournament play (generally daytime).

Club Champs – will start earlier (possibly 20 June) with an earlier finals day of 12th September. It will be a knock out with a plate competition, no boxes. Will streamline administration so less of a burden on the referee(s). JL directing/advising initially but baton to be taken up by others with appropriate division of labour.

**ACTION: JS & NC**

**15. CROQUET**

Nothing to report.

**16. PADEL**

Q&A evening on Thursday 21st April. Proposal has gone out to members and overall response seems positive so far. Off the back of the Q&A the padel committee will then look to take the proposal to EGM. Posters advertising the Q&A session to go up around the clubhouse.

**ACTION: JF & NC**

**17. COMMITTEE / CHAIR SUCCESSION PLANNING**

Three additional members have expressed an interest in joining the next committee. JL raised that HG may no longer be able to stand as Croquet Secretary under the Croquet by-laws. JG confirmed that HG may not be able to stand for that position but he would still be able to stand for the main committee should he choose to. JL and DB to discuss further with HG.

**ACTION: JL & DB**

**18. SAFEGUARDING**

No safeguarding issues to report. JL raised the safeguarding training that committee members are due to complete. JS confirmed that he and Conall Platts had agreed that it should be actioned once the new committee were in place.

**19. AOB**

Prior to the meeting CA sent the committee an AV proposal. This included three phases. CA asked for approval for phase one which included a sound system upgrade for the clubroom

as well as an upgraded TV in the main room. Committee approved the request. CA to proceed with selecting a supplier and proceeding with this phase.

BL asked to discuss solar panels and pickleball at the next committee meeting. JS confirmed that DB and NC to look into solar panels.

**ACTION: CA, DB & NC**

**20. DATE OF AGM AND NEXT MEETING**

JS confirmed that there will be one final meeting of this committee to discuss any final resolutions from members before the AGM. Meeting to be held on Tuesday 17th May.

**ACTION: JS**