

Subject: Minutes

Minutes from 26th May 2020

Attendees: Stuart Trotter; Keith Fowler; Isobel Campbell; Sheena Crichton; Charan Singh; Ed Gallagher; Valentina Bonetti; Martin Lee; Shona Ross

Apologies None but Jim Hollinsworth has sent a letter of resignation to the Committee. ST will reply and thank him for time served on the Committee

Proposal of previous minutes: ST
Seconded : IC

Due to Keith leaving meeting early his points were dealt with first:

a) KF proposed that Shona Ross become a full member of the tennis committee as she is now on the Board and this will be very useful for us. It was seconded by ST and agreed unanimously..

b) Unlocking of courts - still a few actions needed.

* 1st communication has been sent out. ST will send out another before courts open to underline the importance of following the guidelines

* The Board are going to start ALL subscriptions from the beginning of July but there will be an opt-out for members of the other sections who do not wish to play tennis. It does mean that other sections might want to start playing tennis though and they will need to join Clubspark in order to do so.

* EG said that all benches are being moved out the viewing area tomorrow. There will also be a need to clear all the leaves and rubbish in the area too. The sanitisers are all ordered and should be in place before the weekend. He and Les Melville have also been painting the new kickboards which have to be put down at the sides of the outside courts. The grounds man is hoping for a dry run this week before the courts can open. Lines will be marked a metre each side of the net so players know not to cross that and touch the net. Cammy is going to do this with the machine once a week. Gary has put down distancing lines in the area of the car park near the bins

* Posters are presently being printed to remind everyone of the new rules and these will be attached to the fence / gate.

* Whilst we aim to open on Saturday it will all be dependant on things everything being in place.

* ST will tell everyone the padlock number in the e mail which is being sent out.

* A first aid box was discussed and it has been decided to buy one and put it in the bench on court one for any emergencies. EG

will buy this.

* There was discussion about hand gel and EG mentioned the possibility of a machine being supplied which we could rent via the LTA. This sounds like a good investment as works out about £5 per week so EG to go ahead. The Club as a whole might take this over if it is deemed necessary elsewhere once things open up more.

* The last person leaving the courts at anytime MUST lock the main gate.

* The actual gates to the courts will be secured open leaving the big gate as the entrance and the small one as the exit from the courts at all times. They will also be clearly marked.

* it was emphasised that anyone who has booked a court and is unable to use it must CANCEL it ASAP online to leave it available for others.

* IC pointed out that the over 70's are indeed allowed to play but KF has already amended this in the risk assessment.

KF said there have been 8 applications so far for the position of Head Coach and some are very promising. There are others who have enquires with a view to putting in applications too,. Closing date is 30th June.

ST thanked KF; VB and EG for all their very hard work in order to get to this stage and hopefully allowing us to open this weekend.

Other matters arising:

* Roles and responsibilities : a few alterations to the document on the Committee R & R were discussed. The Deputy Chair should be prepared to step into the role of Chair at any point when the Chair is unable to carry out duties. Deputy should also liaise with the Chair so that anyone coming in new to the Committee knows what is expected (the document should cover this too).

ML said he would probably have to step back from his position at the end of this session (although possibly stay on the Committee) and felt the need to bring someone to work alongside him to make sure the transition was smooth. SC suggested putting out feelers to see if others with the necessary skills would be interested in helping the Committee.

ST mentioned that IC had suggested setting up a central e mail address for all tennis club correspondence and ST will do this. ML will give SC access to the club members when he is unable to pick up the work.

There is a need for someone to take over the responsibility of the Club noticeboard, social media etc and it was decided that this would be ideal for the new Head Coach who would be the person most aware of what what happening at the Club

VB had brought up the point about tennis etiquette being reinforced and it was agreed that the posters which are still up need to be more eye catching so these will be updted.

* Infrastructure and technology all up and running but Roddy McNeil will finish off the wiring in the tennis corridor so that wine Club House reopens we can get the tablet set up.

4. Coaching: as mentioned already 8 applications received. IC questioned where not we can employ someone from abroad as we leave the EU at the end of the year. Probably need to investigate this if the need arises.

IC; EG and ST to meet with GM re the handover of all coaching material and information. IC suggested that the 3 of them draw up a list beforehand and send it to GM so that they know they have everything covered when they have the meeting. IC will send her list to ST and they will form this together.

5. Treasurer's report : Main account - £2783.96; Sum-up account - £3083.96 however from that we still need to pay for the kickboards, sanitiser, line markings & anti-bacterial spray.

EG to sort out the people able to sign for bank accounts as these are not up to date.

Safeguarding : ongoing

AOCB : An e mail,was received from Sandy re the padlock and ST will reply to this.

The recommendation that people should wear a glove for dragging the courts was discussed - differing view points so there may be other options.

EG has agreed to seek tins of balls to members who need them . It has still to be decided how the payment will be taken.

The bins will be closed off.

Date of next meeting: Tuesday 23rd June at 7pm.