**COMMITTEE MEETING 29 JANUARY 2019**

**Present**

Murray Sutton, Tim Bannerjee, Gary Couzens, Tony Braimbridge, Peter Gray. Melanie Gibbs. Gary Walker. Lucas Weilgo

**Apologies**

Toby Mitchell. Graeme Hogarth

**GENERAL**

Due to time constraints Rodney Toop has unfortunately resigned his post as Funding Secretary. We continue to work on putting together the long-term investment program for the club. Once this is completed we will reopen the funding discussion. We send our sincere thanks to Rodney for all the effort and time over the last few years.

**FINANCES**

Currently £53,224 in bank including £10,000 just paid by school for back rent

A further £18,000 due from school in March for 2017/2018 rent

Anticipated 2019 expenditure is £23,750 (details in Maintenance)

Tim distributed breakdowns of new till revenue for Oct-Dec and January. This gives us a very clear picture of revenue streams.

The new tennis coaches facility fees system produced £686 in Nov/Dec. Thanks to Ben Kelly for his work in establishing this.

**MEMBERSHIP**

Junior Squash                    1

Junior Tennis                     48

Junior Tennis & Squash   45

Total Junior                       94

Social                                13

Adult Squash                     80

Adult Tennis                      262

Adult Tennis & Squash    66

Total Adult                         408

Direct Debit has now been enabled. This will be announced in Newsletter and be amended on website once trial period is complete.(Tim)

Direct Debit Handling : gocardless

Administration and Reporting : Clubspark

Cost to members : £1 per month on top of membership fee

Keep stock of Membership forms in bar. (Mel / Lucas)

**WEBSITE**

This is becoming out-dated/tired and we need a supremo to look after it, keep updated, improve etc. More Squash focus needed

ACTION.  Recruit via Newsletter. We can pay if necessary (Tim)

**MAINTENANCE**

- Clay Courts

A success but there is the clay migration problem: The potential to use panels to stop clay falling from dragmats onto the tarmac will be looked into (Tony)

Options to improve matting at courts 5 and 8 gates will be investigated (Tony)

- Trees/bushes around top courts to be pruned very soon to include the court 5 oak. Approx £3k (Tony / Gary)

- Repaint Courts 1-4

Courts 1/2 to be done as soon as weather allows (April) and Tony to get quotes from Colourcraft and one other for all four as more economical. Approx £5k for two courts and £8k for four

Need to consider Easter Junior Coaching (Tony)

- Floodlights

Retrospective planning permission problem given late change of type of lights. Tony liaising with Lee Burton from Phillips

Lower carpark lights to lessen glare to top courts. (Lucas)

- Ladies’ toilet blind needed. (Lucas)

-Aco Drain on driveway has gone again. Need vehicle-proof strength version. ACTION. Lucas

- Patio  
Needs to be resurfaced asap ideally Feb 18-23 half-term by either Gary’s company r ano. (Lucas to get quote ASAP)

Cost: approx £2k and ideally school can contribute ( tbc) (Tony / Murray)

-  Squash Courts replastering

to be done ASAP. Approx £7k (Tony / Lucas)

**SQUASH**

Membership has fallen to 82 so a recruitment drive and more focus on website required

Peter suggested tidying the building and new benches (and stringing machine to be located in office not balcony)

MS suggested that GH/PG encourage WhatsApp groups as per tennis to fix weekend sessions/networking etc

GW suggested producing a smart 4-page brochure advertising Grafton for distribution by the juniors to locals and schools.

Graeme and Peter to draw up improvement and action plan and liaise with Gary to cost.

Squash 57 takes may encourage more joint memberships.

Thanks expressed to GH for all his work and he and Peter should recruit one or two others to assist with all things Squash

**TENNIS COACHING**

Contracts are now in place with Gary and Steve

Plans for 2019 to be announced via usual channels in Feb (Tim / Gary W )

Juniors Bursary progressing well,

Murray and Gray C to liaise on finances. Ball recycle income will contribute approx £500 pa

**SCHOOL**

Payment will now be made up to date by early March total £28K

Meeting 1 March to finalise new Contract/Lease. Murray / Gary C. Tim

**AOB**

MS asked LW to

1. instruct two technical people (Peter and Andy Webster?) on things that can go wrong in his absence ie

Token machine

Star pourer

Heating

Lights timer

Boiler

2. Label all keys

3. List all jobs that need doing in his absence.