

Committee Minutes

8th March 2021

individuals remotely

**Present:** Rob Budding, Paul Stephens, Neil Chapman, Hilda Coulsey, Steve Coy, Beth Massey, Vince Gibbons, Jean Sullivan, Dawn Turner, Jonathan Turner, Sue Williamson, Jayne Norman, Martin Archer

**Apologies:** Sally Armitage, Mike Abrams-Cohen

**Minutes of Meeting** 11th January: Agreed

**Actions from last meeting:**

1. HDSRL – Paul S reported that nothing has happened since the emails that were circulated asking for suggestions. Paul will keep committee updated.
2. Annual recognition – lots of response to this, varied nominations and was well received.

**Matters arising** – there were no maters arising.

**Membership and Treasurer’s Items**

1. **Membership**

Currently stands at 323 members and it is not too far below usual numbers.

**2. Treasurer’s Items**

No major expenses to review. Martin raised the issue of the invoicing from the tennis club being a bit ad hoc now the manager has left. Martin will contact the new manager to discuss the invoicing arrangements for the usual services.

1. **Return to Training**

The government roadmap states that outdoor structured sessions can start from 29th March 2021. Rob confirmed that he didn’t think anything needed to be changed regarding the COVID risk assessments etc.

Neil confirmed he was happy to start his Thursday night sessions up again. There was some discussion around numbers allowed. It was thought 6 maximum for non-structured session and up to 12 for coached but that this needed confirming.

Tuesday sessions could start on the 30th March if run leaders were ok with that.

Steve to put a whats-app message out to ask if 30th March would be ok to start the sessions back up. **SC**

The website should be up and running with the new booking system, Steve still needs to do some testing but Sign-up will be available to use in the interim if the website isn’t ready.

Jonathan reported that when renewing coaching license, it triggers a compulsory Safeguarding module that costs £10. It was agreed the club would pay for this fee.

Hilda reported that she has tidied up the membership area to make easier to see when DBS certificates are expiring.

1. **Return to Racing**

There was some discussion around re-instating the IH Race League and whether or not to bring it in for the second half of the year and whether there would be a fair balance of races surface-wise or enough races going on to enter. It was agreed to put this on the May agenda when we would further into the government’s roadmap and have a better idea of how things were going.

1. **Policies/updates and run leader requirements**

Hilda has reviewed all the policies in line with current EA guidance and these are now all on the website. They need to be flagged up with members and Steve agreed to do this. Regarding welfare and any welfare incidents, Hilda reminded the committee that we all have responsibility for this.

Steve thanked Hilda for her work on this.

1. **Incidents**

The incident discussed at January’s meeting is being dealt with between Hilda and Jean but the recording of this type of issue is a bit tricky. Rob stated that he has done a incident log that is anonymous but there does need to be some sort of log that is digitally secure and only accessible to a small number of people. Hilda agreed to speak to EA for guidance. **HC**

1. **Communications** 
   1. Website – this has been covered earlier and Steve will keep everyone updated regarding progress both about the booking system and about us being able to update it.
   2. AAL comms and the email circulated - Steve contacted them for a bit more detail/clarification and will circulate their reply.
   3. Steve will send a communication out to members towards the end of the month covering training, policies and the website etc.

1. **AOB**
2. **London Marathon places/ballot –** there was some discussion as to whether to put a message out and the timing of the message to gauge interest in the places made available in the club ballot – it was agreed to wait until we’d heard from VLM, which should be towards the end of the month.
3. **Ilkley Tennis Club –** Martin will arrange to meet the new manager to introduce the club and how we use the facilities.
4. **New Coaches** - Neil discussed the potential addition of new coaches and the committee confirmed they would support anyone through the process on the basis they were providing additional coaching sessions to the club once qualified.

**Next Committee Meeting:**

***Monday 10th May 2021 at 7.30pm***