

STONEHOUSE LAWN TENNIS CLUB

ANNUAL GENERAL MEETING

Tuesday 3rd April 2018 at St. Paul's Church Hall, Stonehouse at 7:00pm

1. **Apologies for absence:** Andy Hall, Andrew Jeffery, Ross Donnelly, Rosalie Wyatt, Jean Trevaskus, Harry and Janet Vosper, Ron Smith, Lucy Lukesmore, Dawn Nicholas, Claire Hooper.
2. **Minutes of last AGM (20th March 2017):**
Proposal that they be accepted as a true and accurate record. Proposed by Andy Bell, seconded by Maggie Cheal. Agreed unanimously.
3. **Matters arising:** NIL.
4. **Chairman's report:** This has been another excellent year. There has been an increase in our activities and membership resulting in an increase in our finances. I would like to thank all Committee members for their hard work and dedication. Reports on the Grounds, Gardens, Tennis and Events will be delivered later in the meeting.
There are two developments; the Toilet Block and the new clubhouse. Under the terms of the lease from Plymouth City Council the annual fee of £1500 will be waived on the production of a report showing we are reaching out into the Community. This report will be sent to the PCC following this meeting. The toilet block has also provided a child safe storage area for mowers and equipment.
Some four years ago we began the process of replacing the existing 'Green Hut'. The replacement cost was in the region of £100,000. It was envisaged to raise the money via fundraising and also applying for grants. Alan (Turner) suggested we use our current funds and downscale the building. Planning permission has now been granted subject to agreement with the Tree Officer as Tree Preservation Orders (TPO) are in place on the trees bordering the Club and Nazareth House. We have been lucky to have assistance from Cheryl Powell and the fourteen volunteers from the Princes Trust who have made a tremendous difference. Many thanks to Ross Donnelly for his assistance in organizing this help. The long bench, together with the concrete posts, have been removed. All the benches have been treated ready for the coming season. Work has been done on the garden. Thanks to those who have taken the garden waste to the tip. The metal container has been cut up and removed. The existing base will be extended to accommodate the 'Green Hut'. This will then be used as a store for furniture and toys. The new clubhouse is on order, delivery will be in approximately 10 weeks. Once the new clubhouse has been delivered it will be erected in 8-10 days. The new clubhouse will be ready for use in time for our Summer events. Many thanks to Alan for negotiating with suppliers and dialogue with the Planning Officer.

We have two Committee members who are standing down, Andrew Jeffery who has worked tirelessly looking after the gardens. Ross Donnelly has also decided to stand down. I thank them both for their commitment and hard work. Fauzi will be stepping down as Treasurer although he will remain a committee member. I too will be stepping down as Chairman, although I will remain on the committee.

5. Secretary's report: There have been 10 committee meeting since the last AGM. Meetings are currently held at Committee members homes and I would like to thank them for their hospitality. As Maggie (Cheal) so ably looks after the Membership my role is generally one of minute taking. As you are probably aware GDPR (general data protection regulation) is a new law coming into effect on 25th May. This will replace the current Data Protection Act. How this will affect us is currently being explored.

6. Treasurer's report: The attached accounts for 2017-2018 are shown in Table 1, and were prepared on an "Income and Expenditure" basis to enable comparisons and trends to be made with previous years. The accounts are validated against our Bank Balances as of 31 January 2018 as shown in Table 2.

I am pleased to report that our gross total income for 2017 (£18,692, see left column of Table 1) has increased relative to the previous year (£16,297). This increase in our income is attributable to increase volume in our regular activities such as; **Membership:** (£6,217 up 8% from £5,783) due to increased number of members and of fees.

Social and Fund raising activities: an amazing year with 19 events for the Stonehouse Community, netting £5,165 compared to last year's 10 events which netted £2,474.

Visitor income declined from £1,373 last year to £1,002 this year due to the adoption of fixed fee (£35) for parties rather than an attendance based fee. Our expenditure (£8,199) in 2017 was significantly lower compared to 2016 (£10,436) because we had no "exceptional expenses" e.g. legal or agent's fees. With reduced parental interest and no LTA subsidy, we cancelled the children's tennis coaching, but retained a 10 week Adult Tennis programme which was self-funded.

Our regular income in 2017 (i.e. membership, allotments and visitors) was approximately £7.48K against our regular outgoings (i.e. rent, insurance, secretarial, electricity and water) of £1.59K. When you add to that an allowance for grounds maintenance of approximately £2.5K we are on the right side of our stated intention of ensuring that regular income covers regular expenditure.

Surpluses arising from regular activities, from our fund raising activities including the Lottery, will continue to be pooled and set aside for major future projects and expenses (e.g. new Clubhouse).

Overall, our Net income after expenses for 2017 was £10,493 (Table 1) which agrees with net increase in our Bank balances of £10,494 (Table 2). Thanks to increase income and lower expenditure summarized above, the Club's total balances from our 3 Bank and petty-cash accounts for 2017

was £45,438, amounting to a 32% increase on last year (£34,773). We remain in a healthy upward trend for the sixth year.

Grants. Unfortunately, we were unsuccessful in our second attempt to Sports England for a grant for the New Clubhouse.

Based on the above trends, we would require another 3 years of Fund raising effort to reach the £70K projected cost of a customized Clubhouse. Faced with the disappointment of Sport England and the risk of Fund-raising fatigue, the committee has opted for a more modest modular timber Clubhouse costing £40K. Construction will start shortly. To this end, I recommend a Project Management Subcommittee to oversee procurement, cost control and delivery of our new Clubhouse on time and on budget.

I would like to thank the Committee and the many Club members for their sterling achievements in 2017, Mrs Maggie Cheal for keeping the membership log, Mrs Sue Cheney, for accounting the Fete and Lottery activities, Mrs Janet Vosper and Mrs Marilyn Lean for another great year of administering the Lottery, and Mr Mark Pettigrew, for his independent check of the Accounts.

After 5 years as your Treasurer, managing, shepherding and building up your Club funds, I feel its time for me to step down and hand over the Treasurer's keys to my successor to be appointed by our new Steering Committee. Thank you for the honour to serve our Stonehouse community.

7. Resolution: That the above three reports be accepted and entered into club records. Proposed by Mick Nightingale, seconded by Carole Rounsfull. Carried unanimously by those present.

8. New Clubhouse: Alan reported that work is due to commence at the beginning of June in eight weeks time. The new building will have a low pitched roof, meaning it will cost less to heat, there will be three French doors opening out onto the Croquet Lawn. A covered verandah will face the sea, accessed by a further set of French doors. The floorplan is approximately the same length as St. Pauls Church Hall. Further space provides a kitchen, lobby and toilet area.

Questions were then raised;

- i.** Completion date. We hope the building to be ready by the Summer Fete or as soon as possible thereafter.
- ii.** Heating. Electric heating. Designs to be researched.
- iii.** BBQ. The BBQ will be re-located to at least 3 – 4 metres from buildings.
- iv.** Provision for services. This will be mains drainage via Edgecombe Court. Negotiations are currently taking place.

9. Sub Committee reports:

- i. Gardens.** Andrew Jeffery. In Andrews absence Tom read out the following; "I am delighted to say in my fifth and final grounds report that last year we had strong support for the lawn mowing rota and an improved turnout on gardening Saturdays that resulted in continuing improvements to the lawns and flower beds – very greatly

helped by Ross's efforts with fertilisers and weedkillers. The creation of a wild area near the pedestrian entrance where we have a pond and have allowed the grass to grow has been a great success. The rotation of the lawn mowing bins has meant that we have been able to make our own compost and improve the soil in most of the flower beds.

More recently with the help of Princes Trust volunteers we have already managed to spread compost on over half the flowerbeds and so I would hope with a good turnout on Saturday April 7th we will be able to complete that task.

I'm pleased to say that I don't see any major new projects on the gardening front over the next 12 months (just as well as we have a new club house to build and equip!). It will just be a case of keeping on top of the weeding and pruning and perhaps adding some colourful annuals. Gardening Saturdays will have more of a focus on the lawn mowing and weed and feed treatments.

We have been very much dependent on a loyal band of lawnmowers for the last few years and this team is gradually getting older! We really do need to see some of the younger members volunteering to help with this vital task. Please could I ask that anyone who could offer their services (or know of anyone) – for a few hours twice in one month – to give their names to a committee member so that the load is more fairly shared. It is not a difficult task and we will give guidance as to how to use the machines.

Do bear in mind that it takes three hours to cut all the lawns and ideally they should be cut once a week. This means that over a season we are talking about approximately 100 man-hours and for that to be fairly shared we need at least 20 volunteers.

Membership subscriptions for the club are very low because we don't have to pay anyone – that means we must have volunteers – and I'm not just talking about helping in the gardens – as there are lots of different ways in which people can help but I am afraid that there is still far too much reliance on a relatively small number of willing helpers and I would love to think that every member could help in some small way this coming season.

On a much more positive note gardening Saturdays are definitely being better supported than a few years back and long may this continue – with liquid refreshments and home baked cakes these mornings turn into more of a social event which together with the regular Tuesday croquet evenings are great ways of meeting other members of the club – long may that continue."

- ii. Tennis.** Hilarie reported that last season had been cut short by persistent rain. Adult, beginners and intermediate coaching had been delivered by Ben Knight. Hilarie thanked all those who mowed the lawns. The Courts have been rolled today in preparation for this season. Ben will be offering similar sessions this year in addition to childrens classes. All sessions will take place on Thursday evenings. Please also come along on Tuesday evenings to play at our regular Tuesday evening social get together during the Summer months.

Fauzi and Hilarie will be meeting a representative from the LTA to discuss the future of tennis. Let's hope for less rain and a longer season this year.

iii. Events. Jayne thanked all those who had helped and supported the various events which had taken place during the past year. Special thanks to Mags and Andy Bell for Burns Night and the Soupe au Pistou. Tuesday 15th May will be the opening event for the upcoming season. Please come along and enjoy a BBQ and game of croquet. The Summer Fete is planned for Saturday 7th July. Donations of items for the Tombola stall are most welcome together with any suggestions for stalls, entertainment. Notices of events will be sent via email and also posted on the noticeboard on the gate.

10. Election of Officers: No Proxy votes have been received.

Following on from last years AGM a resolution was passed to increase the total number of full Committee members from 9 to 12.

Two co-opted members also joined the Committee.

The six members elected at the last AGM serve for two years.

Ross Donnelly who was elected last year has decided to step down.

Therefore there are 7 available places.

I have received nominations from:

Fauzi Mantoura

Andy Bell

Tom Keene

Sue Cheney

Beryl Badger

Hilarie Medler

Maggie Cheal

Therefore a ballot is not required and the above are elected onto the Committee.

11. AOB. Andy Bell had been asked by Janet Vosper to ask members to join the Lottery. The cost is £1 per week per share paid quarterly. Please contact Sue Cheney to join.

Margie Keene would like to remind members to support the club in any way they can. If not enough members help, especially on gardening days, membership fees are likely to rise to cover the cost of maintenance.

12. Quarterly Lottery Draw drawn by Joy Clarke

No 76 – £237.50 Charlie Adams (Andrew Jeffery's grandson)

No 143 - £118.75 Sally McNaughton

No 67 - £118.75 Janet Vosper

The meeting closed at 8:15pm

TABLE 1 : Income & Expenditure Accounts

INCOME (£)	EXPENDITURE (£)	
Memberships: 273 adults, 127 children	Rent (Annual 27 Mar) Edgecombe Estate.	750
Allotments (10 half plots).	Ground works (gates, locks, mowers, lawns, beds, tennis courts, tree felling).	1,203
Visitors: Individual (£ 375), Parties (£ 827).	New Toilets (P Wash £96, Paint £44, New Secure Storage £928, sundries £ 98)	1,065
Bank Interest.	New Clubhouse Arch Plans, Flyers	253
Donations:	Business Rates relief + Waterside Levy	10
Social & Fund-Raising Activities (Net)*	Electricity (SSE).	84
Burns Night (20 Jan)*	Water (SWM).	78
AGM Refreshments & Raffle (20 Mar)	Administration & Secretarial.	429
Chilli Eve, Art Arms (27 Mar)	Insurance.	263
Curry night, Art Arms (27 Apr)		
Easter Challenge (16 Apr)		
Wine Tasting, Mt Stone (4 May)		
Inaugural BBQ & Raffle (23 May)		
Garden Tea Party & Book Sale Mt Stone (4 Jun)		
Summer Fete (1 Jul)		
School of Creative Arts Staff Day #(25 July)		
Soupe-au-pistou (16 Aug)		
St Paul's Congregation #(27 Aug)		
Childrens Pirate Day (4 Sept)		
SMTTE Championship (9 Sept)		
End of season BBQ (19 Sept)		
Quiz Night (23 Oct)		
Fish & Chip Eve Art Arms (31 Oct)		
Xmas Party & Carol SECO Lounge #(13 Dec)		
Burns Night (26 Jan 2018)		
LOTTERY # Receipts from Shares	LOTTERY Prizes (£1840)+ Refunds (£195)	2,035
TENNIS: Individual coaching payments	TENNIS** LTA Members £110, White-lining (£88) Coaching Fees £656 (2017) + £1,180 (2016)	2,029
Total Income (£)	Total Expenditure (£)	8,199
Less Expenditure (£)		
Net Income for 2017 (£)		10,493

Prev Years: 2016 = £6,063, 2015 = £8,684,

Stonehouse Lawn Tennis Club
ANNUAL ACCOUNTS FY 2017/18
(1 February 2017 - 31 January 2018)
SLTC Treasurer R Fauzi C MANTOURA PhD
(Audited V2) 28 March 2018

TABLE 2

Bank & Cash Balances 2017-2018

Bank Accounts	Ac No & Bank	Balance (£) 1 Feb 2017 [1]	Balance (£) 31 Jan 2018 [2]	Adjustments (#) to Balances of 31 Jan 2018 [3]	Change in Balance (£) [2]-[1]-[3]
Account A - Membership & Operations	65649655 COOP	6,206.89	6,498.39	70.00	221.50
Account B - Old Lotto & Fund Raising	65566754 COOP	25,742.56	746.56	0.00	-24,996.00
Account C - New Lotto	65816543 COOP	2,858.00	6,077.00	0.00	3,219.00
Account D - New Clubhouse Fund	46589023 NatWest	0.00	32,000.00	0.00	32,000.00
Petty Cash in hand		67.11	116.90	0.00	49.79
Net increase in combined balances for 2017/18					
Combined Bank Balance on 31 January 2018:			45,438.85		10,494.29