

British Tennis Venue Registration 2018 - 2019

Created on 15/11/2018 by Richard Dawson

Venue Management

Contact Information

Venue Name:	Maidstone Tennis Club
Organisation Name:	Maidstone Tennis Club
Main Contacts:	Richard Dawson, James Fraser, Georgina Noakes
Email Address:	knowlesnoakes@hotmail.co.uk
Website:	http://www.maidstoneltc.co.uk
Phone Number:	01622761970
Registration County:	Kent
Local Authority:	Maidstone
Billing address:	<i>Off Poplar Grove Allington MAIDSTONE Kent ME16 0DE United Kingdom</i>

Organisational Structure

Type of Organisation:	
Tenure:	Leasehold - 25 years
Documents:	Constitution, Set of Rules
Is the above document(s) open and non-discriminatory?	Yes
Nomadic organisation with access to courts on an exclusive basis, less than 15 hours per week for 40 weeks of the year:	No

Operational Information

Risk Assessment:

Our records show your risk assessment is less than 12 months old and you are therefore eligible for insurance once you have completed British Tennis Venue Registration. Your insurance documents will be stored on the Important Documents tab.

Information on accidents and emergencies and log incidents?:	Yes
Sinking Fund:	£ 5000
Policies available to your members and players:	Equality and Diversity, Safeguarding Policy, Code of Practice for Working with Children, Recording and

Planning

Short-term development plan:

Yes

Medium to long-term business plan:

Yes

Top 3 objectives:

Grow Membership(All), Improve Facilities(RefurbAncillary), Improve tennis programme(All)

Facilities

Playing Facilities

Court Type	Outdoor	Outdoor & Floodlit	Temporary Indoor	Indoor
Acrylic				
Artificial Clay				
Artificial Grass				
Clay				
Grass				
Macadam		4		
Porous Concrete				
Shale / Blaes				
Textile				
Tarmac				
Other				

Mini Tennis Courts

Court Type	Outdoor	Outdoor & Floodlit	Temporary Indoor	Indoor
Mini Orange				
Mini Red				

Payment Options:

Membership package, Pay and Play

General Facilities

- Toilets
- Changing Facilities
- Clubhouse
- Fully Accessible
- Accessible - excluding wheelchair

Multi-sport Venue

No

Workforce

Management Team

First name	Last name	Hours	Status	Use Venue Address	Web Admin	DBS / PVG	Safe guarding	Accreditation Coach	Official	Role(s)
Zane	Cheeseman	Part Time	Self-Employed	✗	✗	✓	✓	✓ Licens ed until 30/01/2019	✗	Head Coach
Richard	Dawson	Part Time	Volunteer	✗	✓	✗	✗	✗	✗	Chairman, Club Main Contact, Committee Member, Tennismark Lead
Anne Marie	Doyle	Part Time	Volunteer	✗	✗	✓	✓	✗	✗	Secretary, Welfare Officer
James	Fraser	Part Time	Volunteer	✗	✗	✗	✗	✗	✗	Administrator, Ballot Administrator, Club Main Contact, Match Secretary
Andrew	Heath	Part Time	Volunteer	✗	✗	✗	✗	✗	✗	Committee Member
Georgina	Noakes	Part Time	Volunteer	✗	✓	✗	✗	✗	✗	Ballot Administrator, Chairman, Club Main Contact, Membership Secretary, Seniors Contact
Andrew	Palin	Part Time	Volunteer	✗	✗	✗	✗	✗	✗	Committee Member, Treasurer
Naomi	Roots	Part Time	Volunteer	✗	✗	✗	✗	✗	✗	Committee Member, Junior Contact
Lisa	Winrow	Part Time	Volunteer	✗	✗	✗	✗	✗	✗	Committee Member, Junior Contact

Management Activity

Role specification for the following management roles:

Chairperson, Treasurer, Secretary, Welfare Officer

Contract or service agreement with your head coach:

Yes

Does head coach sit on the management team?

Yes

Workforce/volunteer safe recruitment plan:

No

Members & Players

Members

Members	Male	Female	Total	Annual fee	Joining fee
Adults (18+ yrs)	86	23	109	£ 130.00	£ 0.00
Juniors (11 - 17 yrs)	16	1	17	£ 20.00	£ 0.00
Minis (10 and under)	24	12	36	£ 0.00	£ 0.00

Non-Members

Non-Members	Male	Female	Total
Adults (18+ yrs)	20	10	30
Juniors (11 - 17 yrs)	20	10	30
Minis (10 and under)	10	10	20

British Tennis Members

British Tennis Members	Male	Female	Total
Adults (18+ yrs)	59	35	94
Juniors (11 - 17 yrs)	5	0	5
Minis (10 and under)	1	0	1
Total	65	35	100

Customer Service

Inclusive membership form:

Social events for your members:

Communicate with your members:

Yes

- Noticeboard
- Website
- Facebook
- Email
- Text

How new members welcomed:

- Welcome Pack
- Induction (with coach)
- On Court Assessment (with a coach)
- New Member Social Tennis

Acceptable payment for membership fees:

- One off Payments (e.g. full annual membership)

Coaching Programme

Do you have a coaching programme: Yes

Type	Autumn Term		Winter Term		Summer Term	
		Sessions /week		Sessions /week		Sessions /week
Tots/Pre School	✓	1	✓	1	✓	1
LTA Mini Tennis Red	✓	3	✓	3	✓	3
LTA Mini Tennis Orange	✓	2	✓	2	✓	2
LTA Mini Tennis Green	✓	1	✓	1	✓	1
Rally Awards	✗		✗		✗	
Other reward and recognition system	✗		✗		✗	
Junior Tennis	✓	1	✓	1	✓	1
Cardio Tennis	✓	2	✓	2	✓	2
Adult Drills	✓	1	✓	1	✓	2
Adult Beginners	✓	1	✓	1	✓	1
Tennis Xpress	✗		✗		✗	
touchtennis	✗		✗		✗	
Disability session	✗		✗		✗	
Wheelchair Tennis	✗		✗		✗	
Learning Disability Tennis	✓	1	✓	1	✓	1
Visually Impaired Tennis	✗		✗		✗	
Deaf Tennis	✗		✗		✗	
Miss-Hits	✗		✗		✗	
Tennis Tuesdays	✗		✗		✗	
School Holiday Camps	✓		✗		✓	

Do you have any other activities: No

Players on the Tennis Programme

	Male	Female	Total
Adults (18+ yrs)	7	25	32
Juniors (11 - 17 yrs)	8	1	9
Minis (10 and under)	23	17	40

Programme Development

Coaching programme Manager:

Zane Cheeseman - HeadCoach

Programme reviewed termly:

Yes

Equipment that players can access:	Yes
Coaching sessions inclusive (open to disabled people):	
Aware of the LTA talent pathway:	Yes
Talent identification sessions:	Yes

Competition Programme

Competition Programme

Do you have a competition programme: Yes

Coaching sessions inclusive (open to disabled people):

Competition	Junior (18 and under)		Adult (18 and over)	
	Winter	Summer	Winter	Summer
Fun Informal Competitions	✗	✗	✓	✓
Social Tennis (Club Nights)	✗	✗	✓	✓
Box Leagues	✗	✗	✗	✗
Club Championships	✗	✗	✗	✓
County and District Leagues / Cup	✗	✗	✓	✓
Aegon Team Tennis	✗	✗	✗	✓
Road to Wimbledon	✗	✗	✗	✗
Competition in your Coaching Programme (Grade 7)	✗	✗	✗	✗
Grade 6 Tournaments	✗	✗	✗	✗
Grade 5 Tournaments	✗	✗	✗	✗
Grade 4 Tournaments	✗	✗	✗	✗
Grade 3 Tournaments	✗	✗	✗	✗

Outreach Promotion

Open Days

We are unable to currently display Open Days you have held this year using the Open Days website. Please select yes to the question below if you have run any Open Days in the past year.

School Club Links

Name	City	Type	Gender	LTA/TF Support	Relationship
Archbishop Courtenay Primary School	Maidstone	Primary	Mixed	✘	School Relationship Moderate
Palace Wood Primary School	Maidstone	Primary	Mixed	✘	School Relationship Moderate
Park Way Primary School	MAIDSTONE	Primary	Boys	✘	School Relationship Moderate
South Borough Primary School	MAIDSTONE	Primary	Boys	✘	School Relationship Moderate