

Maidstone Committee Meeting

Date: 01/12/2024

Time: 10:00

Location: Maidstone
LTC Clubhouse

Meeting called by:	Jason Lepine	Type of meeting:	AGM
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Facilitator:	Jason Lepine	Note taker:	Alex Gipson
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Attendees:

Jay Lepine (JP) – Chair
Alex Gipson (AG)
Anne Marie Doyle
Charles Harper
Georgina Noakes
Lesley Dillon
Linda Southby (LS)
Lisa Winrow
Richard Anderson (RA)

Andy Heath (AH)
 David Hartley
 Jim Day
 Kerensa Mcgrahan
 Richard Bance (RB)
 Roger Fowle (RF)
 Stan Winek

Apologies

Zane Cheesman
Phil Eckerlsey
Callum Kennedy
Emily Watts

Anne Moss
 Pat Lankshear
 Sue Cooper

Agenda

Agenda item: 1	Apologies	Presenter:	JL								
Agenda Item 2:	Minutes of 2023 AGM <i>The attached minutes were approved by the meeting</i>	Presenter	JL								
Agenda item: 3	Chairman's report <i>JL presented the report which had been circulated ahead of the meeting</i>	Presenter:	JL								
Agenda item: 4	Treasurer Report <i>The attached report was circulated ahead of the meeting</i>	Presenter:	PE								
Agenda item: 5	Membership Secretary Report <i>The attached report was circulated ahead of the meeting</i>	Presenter:	GN								
Agenda item: 6	Match and Competitive Tennis Secretary's Report <i>The attached report was circulated ahead of the meeting</i>	Presenter:	CH								
Agenda item: 7	Coach Report <i>The attached report was circulated ahead of the meeting</i>	Presenter	EW								
Agenda item: 8	Election of Officers - the following changes to committee were appointed unanimously at the meeting <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Role</td> <td>Individual</td> </tr> <tr> <td>Co - Chair</td> <td>JL/AG</td> </tr> <tr> <td>Social Tennis and Competitions</td> <td>RA</td> </tr> <tr> <td>Communications Officer:</td> <td>LS</td> </tr> </table> <i>The remaining officers highlighted in the Chair's report were unanimously confirmed in their current roles</i>	Role	Individual	Co - Chair	JL/AG	Social Tennis and Competitions	RA	Communications Officer:	LS	Presenter:	JL
Role	Individual										
Co - Chair	JL/AG										
Social Tennis and Competitions	RA										
Communications Officer:	LS										
Agenda item: 10	AOB	Presenter:									

The Chair then opened the meeting to questions/comment.

Question/comment	Raised by	Discussion
General		
<i>Could the quality of balls for social sessions be improved?</i>	RF	<p>JL:</p> <p><i>Balls are a major cost to the club, and we have learnt lessons over the year in what works best. New balls were introduced for matches that were bouncier but seemed to deteriorate more quickly during social sessions.</i></p> <p><i>It is something that the cmtee continues to review.</i></p> <p><i>Comments from the meeting mentioned that balls are being used at non club organised sessions, therefore impacting on how long they last. JL suggested that this will be reviewed again by cmtee – we did last year look to have balls locked away in between social sessions, but this was generally unpopular.</i></p>
<i>How long do we think the existing courts will last?</i>	RB	<p>JL</p> <p><i>It's difficult to accurately predict but they certainly need replacement over next 2-3 years. There are some areas where roots are creating problems which will only get worse. Having spoken to potential contractors they indicate that they are unlikely to get unsafe very quickly and we are better than some other clubs, but as a committee we know they are a key priority.</i></p>
<i>What progress is being made to improve competitive sessions and provide intermediate + coaching, as Thurs evening has tailed off and some of the club teams are struggling?</i>	AH	<p>JL</p> <p><i>We know this is an area that needs attention. A new programme of competitive events is currently being worked up and we are also looking to support Thursday evening with committee membership attendance.</i></p> <p><i>We are working with Hotshotz to put together a coaching package for team players (and potential team players) and hope to announce something in the new year.</i></p>
<i>Is there a discussion on clubs' financial position?</i>	RB	<p>JL</p> <p><i>The Treasurer's report was circulated ahead of the meeting to provide an update on current position and enable any questions ahead /after meeting.</i></p>

Question/comment	Raised by	Discussion
		<p>AG provided a brief summary:</p> <ul style="list-style-type: none"> - The overall position for the club is similar to last year, although one major cost (annual work to courts/hedging) happened after year end last year and therefore we paid twice this year. - As such the position shows an improvement of c £6k year on year, through greater fundraising and new initiatives such as Pickleball. This has managed to offset some higher costs such as electricity/gas where higher tariff was in place until summer where it was renegotiated. - As such our annual position is fine – we just need to build up funds for the major investment required and going forward set aside funds year on year for future replacement

Chairmans Report

I must start by saying a special thanks and gratitude to the continued tireless work that your committee has undertaken over this year to deliver the very best for all our members. I would like to say a personal thank you to Andy, Kayleigh, Chris and Liz who stepped back from committee.

In addition, there are several members who play an instrumental part in enabling this club to function for the benefit of so many and its only right that a special thanks is extended to those that have volunteered their time to assist with ensuring the courts are clean and other maintenance jobs are attended too, our superb MLTC cleaning squad who have cleaned the clubhouse regularly.

This year sees us having the highest number of adult members ever. We are so pleased that whether you are an existing or new member to the club that more of you are enjoying the club's facilities, getting involved, enjoying the community spirit and playing more tennis. We would very much like to take this moment now to highlight some of these achievements with you.

- *We saw the introduction of our membership system going live on Clubspark, which has helped to simplify the process for all members.*
- *Introduction of Pickleball which has seen over 70 people take up the service across the summer and into the winter.*
- *The introduction of a new lights trial to make the process easier and more efficient for members.*
- *Coaching-As a committee we continue to invest time and energy in helping develop and grow the coaching programme led by Hotshotz tennis with Emily Watts as our Head Coach, we are so pleased to have gained her expertise and I am sure you will have all seen the significant strides achieved supported by coaches (Olly and Jay). The club has also seen the introduction of more junior programmes as well. We very much enjoy the partnership and rapport we have with Hotshotz and look forward to continuing to see this offer grow at the club as a result. The club's ambitions and Hotshotz are very much aligned to jointly grow our junior and family membership, provide a series of strong club coaching sessions to all, offer fun and exciting holiday camps, serve our local schools needs and very much place the club at the heart of our local community while raising our profile ensuring we all love the game we play. Our local Palace Wood School were engaged with us again this year and this is a growing relationship with our Head Coach in place and noticeably with more parents and children joining our club from this school and many other surrounding schools.*
- *The LTA's yearly Venue Registration process opened in November 2024 and the club has successfully reregistered demonstrating it has met the Minimum Regulation Standards (focussed on welfare and safeguarding) to get the public liability insurance, allow entry to league matches, the*

Wimbledon ballot and access to the LTA's Clubspark management system.

- *We have continued to communicate, listen to your views, take actions and undertake vital maintenance improvements to the courts and clubhouse. Highlights include: The committee have continued to be available, be open in its communication and respond quickly and efficiently to enquiries from members, the public, the LTA and organisational groups, and we equally want to thank our members for contributing ideas. We have continued to enable the public to play and facilitate the collection of fees.*
- *The most noticeable works being undertaken in Oct 24 with the moss treatment required on all 4 courts as they were becoming very slippery and dangerous, with the end result remarkable enabling more grip and safety on court. We have again as with every year had the hedgerow cut along all four courts to smarten this up and allow more light to get to the courts – this work was done in Oct 24. We hope that members can assist in clearing leaves off the courts now they have been cleaned as the sap from the leaves creates moss issues and makes the surfaces slippery to play on. The rechargeable leaf blower is available in the clubhouse and makes everything so much easier to address in just a few minutes.*
- *Communications: Club website continues to be updated, our MLTC Facebook and Instagram page continually gets updated with stories and club images so keep a look out.*
- *A big thanks must go out to all those that have taken part in matches and to the captains for their organisation and the hospitality shown to our visitors.*
- *The Social tennis format continues to be well received and working well with many having more fun and enjoyment and we have plans for incredible program next year.*
- *A massive thank you to all the fundraisers this year including Chris Ennis for his bungee jump last year and all the businesses and members which contributed to the crowdfunding.*
- *We registered the club in 2018 under the CASC (Community Amateur Sports Club) our reference number is CH6636 and this provides tax relief benefits mainly on Gift Aid and of course any major donations we may receive TODAY or in the future.*
- *The social committee team over the last year have been busy expanding the range of social events for the club and have loved getting so many of our members involved. This has included Thursday night social events, Danny Sapsford Open Day, American double tournaments, singles league and much more.*

- *The popular quiz nights in February and October, both of which were fully subscribed and raised over £1500 for the club. Committee member.*
- *The next Thursday night social event will be our Christmas Night Friday 6th December, on court activities will be Wednesday 18th and Thursday 19th December we hope to see as many of you there as possible.*
- *On Saturday 11th May we hosted ex GB Player Danny Sapsford and James Auckland for a fantastic event which was enjoyed by over 100 players helping to raise over £1500 for the club.*

Future Plans and finance

At last year's AGM we mentioned the investment requirements that the club will face over the coming years. The courts are coming to the end of their lifecycle and require resurfacing to ensure the playing conditions remain both enjoyable and safe, the Halogen lights require replacement to both reduce ongoing costs and improve our environmental footprint and the current access needs improvement to make it both safer for current members but also more accessible to the wider community to enable us to consider offering both walking and disabled tennis.

Whilst as demonstrated in the treasurer's report we are financially robust on a year-on-year basis, as at the start of last year we had not set aside sufficient funds to meet the requirements over the coming years.

As such this year we looked to focus on two areas:

- *To increase our general fundraising. We have been delighted with members' support, whether attending social events, contributing to our Crowdfunder and finding other way to support the club (including Chris Ennis's bungee jump and some of our members generating income through going on a tennis holiday!) As such our fundraising has been 3x the previous year.*
- *Building relationships with potential partners. Over the year we have had highly constructive discussions with Maidstone Borough Council, LTA (both nationally and locally) and Active Kent looking at ways they may be able to provide grant or loan support for our plans. This has been assisted by support from our local MP and councillor.*

We start this year having made good progress but with significant work to deliver on our plans. We hope in the new year to be able to provide some exciting news on how we take things forward, but in the meantime many thanks for your support to date and please continue that support moving forward.

Treasurer's Report for AGM FY 23/24

Income

- *Membership income for the year ending 15th November 2024 was up marginally on prior year, by 2.1%, to just shy of £19,000.*
- *Total income, however, was up strongly by 32% to £33,500. The growth in total income was boosted by a sharp rise in fundraising.*
- *The major contributions to fundraising came from the two quiz nights, Crowdfunding and the Open Day [in order].*

Expenditure

- *Over the period, costs rose sharply from £9,808 (in FY 23/24) to £18,615 current year.*
- *The rise in costs reflected a significant increase in Property costs of £6,841. However, this figure includes 22/23 payments in lieu of hedge trimming in addition to the 23/24 payment which was made before year end.*
- *Elsewhere (in property costs), Electricity costs rose sharply reflecting an end of contract period, an interim tariff and the move to a new tariff. This new tariff being lower than the interim tariff but still well above the previous fixed tariff.*
- *Sundry maintenance costs were also higher on account of the costs of installing new pickleball lines and for planning advice, some of which was offset by grant income. Other costs moved broadly in line with inflation.*
- *Fees paid to third-party administrators (Gocardless, Stripe) came to just over £230 on base income in excess of £10,500, or just over 2%. These fees will rise a little in the next FY as the Gocardless introductory offer will no longer apply.*

Reserves

- *The club's operating surplus fell in the current FY by £646 to just under £15,000. However, it would have increased without the two hedge trimming payments. The operating profit generated a cash surplus of £13,643 after loan repayments and interest receipts were taken into account.*
- *The year-to-date cash surplus boosted reserves to just in excess of £57,000, broken into the sinking fund allocation of £45,000 and some £12,000 of free reserves.*

Full year figures

Last Updated	Period	Mth Ending			
21/11/2024	12	15/11/2024			
	Mth		Ytd		Full Year
	This Year	Prior Year	This Year	Prior Year	Prior Year
Income					
Membership_Fees	£385	£259	£18,895	£18,503	£18,503
Match_Fees	£169	£114	£802	£710	£710
Other_Income	£1,033	£162	£6,955	£3,008	£3,008
Unallocated	£24	£10	£0	£392	£392
Fundraising	£1,311	£85	£6,420	£1,791	£1,791
Competitions	£15	£70	£480	£986	£986
	£2,936	£700	£33,551	£25,390	£25,390
Costs					
Fees	£0	£-540	£-515	£-1,095	£-1,095
Equipment	£0	£0	£-829	£-523	£-523
Property	£-3,437	£-534	£-14,105	£-7,264	£-7,264
Other	£-654	£-5	£-2,044	£-280	£-280
Funding_costs	£-642	£0	£-1,077	£-108	£-108
New_Member_Rewards	£0	£0	£-45	£-115	£-115
Unallocated_costs	£0	£-15	£0	£-423	£-423
	£-4,733	£-1,094	£-18,615	£-9,808	£-9,808
Operating Surplus	£-1,797	£-394	£14,936	£15,582	£15,582
Interest	£0	£0	£707	£242	£242
Loan Repayments	£0	£0	£-2,000	£-2,000	£-2,000
New Loan	£0	£0	£0	£0	£0
Cash Surplus	£-1,797	£-394	£13,643	£13,824	£13,824
NB Period 12 includes year end adjustments relating to Stripe and Go Cardless Fees paid during year					

New Initiatives*	Income	Costs	Surplu
Pickleball	£2,152	£-1,641	£511
Walking Tennis	£75	£-2	£73
* Income included under "Other Income" - Costs under "Other"			
Fundraising YTD	Income	Costs	Surplu
Crowdfunding	£1,681	£-275	£1,406
EasyFundraising	£160	£0	£160
Fundraising Other	£826	£0	£826
Quiz Night	£1,830	£-406	£1,424
Xmas Social	£250	£-125	£125
Ploughmans	£58	£0	£58
Open Day	£1,286	£0	£1,286
Wimbledon	£83	£-25	£58
Charity Event*	£246	£-246	£0
	£6,420	£-1,077	£5,343
* Charity Event - pass through only - funds paid to Cancer Research			
Bank Balances	Bal b/f	Current	Change
C/A	£15,360	£6,297	£-9,064
Reserve Account	£28,242	£50,949	£22,707
	£43,603	£57,246	£13,643
Kent LTA Loan	£5,000	£3,000	£-2,000
Reserves	Sinking Funds	Free Reserves	Total
Amount b/f	£0	£43,603	£43,603
Surplus YTD		£13,643	£13,643
Transfer Fundraising Surplus YTD	£5,343	£-5,343	£0
Sinking Fund Transfer	£39,657	£-39,657	£0
Current balance	£45,000	£12,246	£57,246
Min Free Reserves	Yes		
	£10,000		

Year on Year Summary

MLTC 6 year summary	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Income Categories						
Match Fees	£1,906	£579	£596	£944	£710	£802
Membership Fees	£11,502	£11,346	£15,381	£15,205	£18,503	£18,895
Other Income	£3,754	£3,041	£5,520	£3,328	£6,419	£14,561
Total Income	£17,162	£14,966	£21,497	£19,477	£25,632	£34,258
Expense Categories						
Fees Payable	£1,030	-£408	£803	£1,112	£1,095	£515
Maintenance and Property Expenses	£4,706	£6,141	£6,776	£4,385	£7,264	£14,105
Playing Equipment Expenses	£1,021	£941	£984	£755	£523	£829
Other Expenses	£1,997	£1,082	£626	£268	£926	£3,166
Total Expenses	£8,755	£7,756	£9,188	£6,520	£9,808	£18,615
Surplus/(Deficit) of Income over Expenses for the Year	£8,407	£7,210	£12,309	£12,957	£15,824	£15,643
Government Covid-19 Grant	£0	£10,000	£18,193	£0	£0	£0
KCC Clubhouse Grant	£0	£8,748	£600	£0	£0	£0
Capital Expenditure	£0	-£2,006	-£90,846	-£1,165	£0	£0
Loan	£0	£0	£9,000	-£2,000	-£2,000	-£2,000
Net Cashflow	£8,407	£23,951	-£50,744	£9,792	£13,824	£13,643

MLTC Membership Report 2024

We trialled a new method of signing up to club membership this year using Clubspark. Changing systems always creates a few teething problems but we believe it will be a smoother process next year. Using Clubspark provides a lot of extra benefits to the club, so we appreciate everyone's flexibility.

The committee decided to increase the adult fees as our overheads are rising and we needed to budget for resurfacing the courts and replacing the lighting.

The current fees are £147 for adults, £120 for over 60 and unemployed, £60 for students, £25 for juniors Year 7-13 and £15 for Year 6 and under. £15 for cardio and/or pickleball only. The pickleball membership was initially free to those who joined over the summer.

We offered a summer adult membership which was taken up by a few members. 5 summer members have now continued their membership for the winter. We also offered a special discounted membership for people who joined at our Open Day.

We continued to offer a discounted rate for families, and this has proved to be popular encouraging parents to play with their children.

We currently have a total of 298 members-193 adult (126 men and 67 ladies), and 105 juniors (69 boys and 36 girls) compared with 189 adults and 126 juniors (315 in total) at the same time last year. These figures include 22 cardio/pickleball members. Our adult numbers are at a record high- an increase of 4 from last year. Our junior numbers are slightly down, and we are still working with Hotshotz to make the process easier for juniors who have coaching to pay their membership.

As usual a small group of people did not renew their memberships for various reasons including moving away from the area, injuries etc. However, we have gained 31 new adult tennis members, 17 new pickleball members and 21 new junior members this year!!!

We have been very pleased to welcome all the new members and hope they are enjoying playing at the club. Our tennis and pickleball social sessions continue to be very popular.

Our coaching team Hotshotz Tennis and our Head Coach Emily Watts have kept our junior numbers high through their coaching and holiday camps. Thanks to Emily, Zane and Jay for all their hard work and it's been great to see so many members continuing to take part in tennis coaching, pickleball and cardio tennis sessions.

Georgina Noakes (membership secretary)

Match and Competitive Tennis Secretary's Report- Charles Harper

Kent League – Winter 2023/24

The 2023/24 was a difficult season for the club, as we had to withdraw 2 teams from the league; the remaining team put in strong displays across the season against some tough opposition from around the County. Following some highly competitive tennis the Maidstone teams finished mid table retaining their positions in the respective leagues.

Maidstone League – Winter 2023/24

The Winter season for the Maidstone League was particularly tricky as again our neighbouring clubs fielded some very strong opposition, with several tough matches Mens A & B teams in Division 1, teams in Division 1, Mens A finished mid table with Mens B unfortunate dropping down a league. It was a similar story for our Mens C who faced some very difficult matches resulting in them dropping down a league as well.

Our Ladies A and Combi A teams were also up against very strong opposition which resulted in both teams dropping a league for this Winter.

Kent League – Summer 2024

The Kent League summer season was a better season for the club, enjoying playing tennis in better weather! All teams put in very good performances throughout the season, and retained the position in their respective leagues, again against some very strong opposition.

Maidstone League – Summer 2024

For the summer season, Maidstone League elected to revert to home or away, rather than the double fixtures we had been used to preciousy.

Again, the competition was of a very high standard with a record number of clubs entering to the summer, Mens A and Mens B both had some very tight matches, and both finished mid table in their respective leagues, Mens C unfortunately dropped a division for the next summer season.

Ladies A in division 2 faced very stiff opponents and following several very close matches were unlucky to drop a division, with Ladies B finishing mid table in their division with some notable victories.

For our Combi A team, captained by David White, congratulations on winning the league, going all season undefeated!

And in other news..... a special mention to Kayleigh and Andy who played in the Mixed Doubles Over 35 Category at the ITF200 Master in Ipswich, who after some very strong tennis came away victorious with the trophy! Congratulations to you both.

Head Coach Report – Emily Watts

Group timetable:

- We have added two new groups to our Hotshotz programme this year: Thursday beginner red ball & Thursday beginner yellow ball
- 13 junior groups with 90 currently attending
- 2 adults' groups with 12 currently attending
- 2 cardio tennis classes with 5-7 attending Thursdays & 6-10 attending Saturdays

Holiday camps:

• We have successfully run holiday camps in every school break this year which have been well attended particularly over the spring/summer. We currently run our camps on Tuesdays & Thursdays from 9am – 1pm to avoid clashing with the club's social tennis sessions. Our camps now include both tennis & pickleball which has worked really well & the children have enjoyed playing both sports. Attendance numbers below:

- February half term – 18 children over 2 days
- Easter holidays – 52 children over 4 days
- May half term – 24 children over 2 days
- Summer holidays – 110 children over 8 days
- October half term – 17 children over 2 days

Schools/nurseries:

- Emily currently visits Townsend Montessori Nursery in Maidstone once a week to teach their 2–4-year-olds. She also runs an after-school tennis club at our most local primary school, Palace Wood.
- Hotshotz ran a free school roadshow for the children at Palace Wood which was held at our club in July. We received fantastic feedback from both the teachers & children. The school sent out an email to parents afterwards with details of how to join our coaching sessions at MLTC.
- We hope to work with some more schools & nurseries next year.

Pickleball:

• Hotshotz coaches Emily & Jay have enjoyed helping the club grow their new pickleball sessions. Between them they lead each session, ensuring they run smoothly & also help advertise via social media & club group chats.

Coaches update:

- Best of luck to Jay Lepine who is currently working towards his Level 2 coaching qualification.
- Thank you to Oliver Davis for all his help this year with our junior groups & camps. He has now left the coaching team to focus on his upcoming exams.
- Our current Maidstone coaching team is as follows: Emily Watts (full time), Jay Lepine (full time) & Zane Cheeseman (Wednesdays only).

Recap:

It's been a brilliant year for Hotshotz Tennis at Maidstone Lawn Tennis Club. Thank you to all the junior & adult members who attend our sessions each week. We will continue to work closely with the club to expand our programme further & provide top quality coaching for all ages. We look forward to another great year of coaching here at MLTC in 2025.

Election of Officers and Committee

Roles to be Elected.

Chair:

Jason Lepine to retain current role of chair with co-chair - Alex Gipson a role he has been undertaking over the last month to support Jason.

We have often over the years had co-chairs, recognising the demands on one person and both see this as the best way to help move the club forward in the future and support members and the community to have the best experience possible.

New Committee members:

Social Tennis and Competitions- Richard Anderson has taken on the acting role in last month to expand the clubs social and competitive calendar into next year with some fun and exciting ideas.

Communications Officer: Linda Southby would like to stand in the position of communication role looking after communications and newsletters providing members with key information.

Existing Committee members who want to continue to stand:

Georgina Noakes- Membership Secretary

Phil Eckersley- Treasurer

Anne Marie Doyle- Welfare Officer

Lesley Dillion- Facilities Manager

Charles Haper- Match Secretary

Lisa Winrow – Parent Liaison and Website Management

Callum Kennedy – Maintenance Manager