**MINUTES OF SLTCC 42nd ANNUAL GENERAL MEETING HELD ON 27 SEPTEMBER 2018**

**Present:** Gillian Bartlett, Chair, the following Board members: Katherine Beaudry, Vikki Courtney, Ray Franklin, Hamish McDowell, Simon Taylor and Peter Lewis, plus Dez Lewington (Club Manager) and 25 other members.

**Apologies:** Carolyn Buckeridge, Lydia Dickie, Philip Martin and Michael Wheeler

**Introduction**

Gillian welcomed everyone present and thanked them for coming. She welcomed Peter Lewis who had just returned from Spain where he had had a stroke and been in hospital. She noted that this AGM had a longer report and papers than other meetings and invited members to read the papers.

**Minutes of the 2017 AGM**

Gillian confirmed that the minutes of the 2017 AGM had been approved by the Board and referred attendees to copies available at the meeting; the minutes are also on the Club website.

**1. To Receive the Accounts and the Directors Report**

Gillian thanked the departing members of the Board - Jay George, Gary Lord and John Sheridan who had stood down in the past year. Gillian introduced Hamish McDowell and Katherine Beaudry who had been co-opted onto the Board in the course of the last 12 months.

The main themes in the Chair's report:

* The Club has had a very good year to 31/3/18.
* Dez Lewington, Club Manager has extended his paid hours to 35 hours a week and also gives more time to the Club on a voluntary basis;
* Liam Hindson, Assistant Manager has extend his hours from 10 to 12 a week and undertaken especially valuable work on social media;
* The Club has implemented the new ClubSpark software (supplied by the LTA) making it easier for members to renew and providing an option of 10 monthly payments; ClubSpark has also proved popular for making tennis bookings;
* Membership stood at 586 members in April 2018, representing a 30% increase over 2 years;
* Coaching programmes were taken over from Parklangley in September 2017 providing extra income to the Club. This was made possible by the extended hours of the Club Manager and Assistant Manager;
* Community tennis activities have increased, with holiday camps extended to all day;
* There have been financial improvements from bar and Club House lettings, with usage by a range of groups - Witty Kiddies Pre-school, yoga groups and a Church;

Ray Franklin introduced the Accounts for the financial year to 31 March 2018 and explained that the club had a financially successful year:

* Income in 2017/18 grew by c.£40k compared to 2016/17 to stand at £216,965;
* Subscription increased reflecting the increased membership;
* Play related income is much greater reflecting the coaching transfers from Parklangley. This will improve in the year to 31 March 2019 as there will be a full 12 months of coaching income;
* Non-playing income has increased due to increased contributions from the bar and lettings;
* Expenditure has also increased relating to coaching due to increased coaching activities, but the increase is less than the increase in income;
* There were no major items of capital expenditure in 2017/18
* Administration costs have increased due to longer hours of Club Management - however, the longer hours have enable increase income generation;
* Overall, the Club had a healthy financial outturn for 2017/18 with income exceeding expenditure by £22,581 (compared to £4,627 for year to 31/3/17);
* A new Sinking Fund has been created for future refurbishments of tennis courts. This stood at £40,667 as at end March 2018 and will increase by approximately £15,000pa.

The financial outlook for 2018/19 is a continuation of the Club's strong financial performance.

The motion to receive the Accounts was carried on a show of hands, with thanks to Ray.

**2. Special Business: to consider 2 Resolutions to amend the Club Articles (75% vote required)**

Gillian briefly explained the main reason for the Resolutions, namely to allow the Club to remain eligible to be registered as Community Association Sports Club (CASC) which provides valuable tax benefits (exemption from Corporation Tax and Business Rates).

HMRC requires the Articles to be cover certain particular points. The amended Articles are based on model Articles from the HMRC. The Articles to show that the Club is totally non-discriminatory in accepting new members. Also, in the event of the Club being wound-up, any surplus funds must go to another CASC or Sports Charity and not be distributed to Club membership.

Other main changes amend the quorum for Annual and Extraordinary General Meetings from 20 to 17 and reduce the minimum number of Board Directors from 7 to 6. The maximum membership has been increased from 600 to 800 to accommodate planned increases in junior membership.

Resolution A: to amend the Articles in line with Special Resolution dated 17 August 2018

Resolution B: The Articles of Association shall be altered to take the form of the Articles of Association attached to this resolution and are in substitution for and to the exclusion of the Articles of Association previously registered with the Registrar of Companies.

The resolutions were passed with 100% support. Thanks were passed to Gillian for her hard work in producing the amended Articles.

**3. Election of Directors:**

Gillian advised that Peter Lewis is not putting himself forward for re-election as Director. Gillian expressed her great appreciation for the role played by Peter Lewis in the Club over many years; Peter first became a Director in 1978, and aside from 5 years in the 1990s has served continuously as a Director. He has served 3 separate 5 year terms as the Chair of the board, only resigning in January 2017 when Gillian took over the role of Chair, with Peter becoming Vice-Chair. His unique contribution to the Club includes:

* premises and prior to 2016 organising the re-surfacing of tennis courts and obtaining LTA loans;
* chairing numerous Board meetings, AGMs and EGMs;
* dealing with club contractors and bar staff;
* being a major contributor to the2013 10-year business plan;
* representing the Club at external meetings;
* keeping the club moving forward prior to the appointment of a Club Manager;
* recruiting and empowering other volunteers to help;
* leading the appointment of a Club Manager which has enabled the Club to get where we are today;

Thanks were passed for Peter's long service and best wishes passed for his recovery from recent health issues. The Club will make a suitable gift in due course.

Peter Lewis and Simon Taylor retire by rotation and Simon Taylor will stand for re-election.

Hamish McDowell and Katherine Beaudry were co-opted as Directors in year and, in accordance with the Articles retire and offer themselves for re-election.

David Burrow is standing for election at this Annual General Meeting as a Director of the Board (Events and Social Representative)

The AGM voted and approved the aforementioned as Directors.

We still need squash director plus extra members for the squash committee – any volunteers speak to Gillian, Dez or Simon or another member of the Board.

**4. Election of Bar Committee**

Keith McMillan was co-opted to the Bar Committee during the year.

Jeff Hinton and Julia Parker resigned in the year.

In accordance with the relevant statutory requirements, each member of the Bar Committee retires

Paulius Kriksciunas, Keith McMillan and Simon Taylor and, each offer himself for re-election.

The AGM voted and approved the aforementioned as members of the Bar Committee.

**5. Election of Club President**

Barbara Seabrook’s two-year term as President of the Club comes to an end but she will remain as a Vice- President.

Members will have to elect a new President from the current Vice-Presidents. For the long service and commitment that he has given to the Club, the Board has decided to nominate Peter Lewis for this role. The AGM voted 100% in favour for Peter Lewis to be Club President.

Under the Articles the Club can have 6 Vice-Presidents; there are currently 5 in place. The Board decided not to elect anyone this year, keeping one space free.

**6a. Winner of Club Volunteer of the Year Award 2018:**

Gillian mentioned the valuable role of the many volunteers who helped with the Club - as listed on the Key Roles list. The club benefits from having many volunteers and their assistance.

 There had been several candidates who have made an exceptional contribution to the Club during the year, and making a decision has been difficult.

**Special mentions**

**Chris Brooks** – now volunteers ( his choice) since the introduction of ClubSpark but provides continuing financial oversight and writes cheques, his diligence stopped a substantial fraud earlier this year, checking bank statements every day.

**Michael Wheeler –** continuing work on croquet section, despite resigning as chair, and raising nearly £600 from croquet members towards the cost of the lawn.

**Ray Franklin –** again for all his work on the accounts, director since 2005 – the longest serving after Peter Lewis.

**Ian Moody and Rick Dennis** – who voluntarily pick up litter every week from the grounds**.**

**Winner this year –** **Katharine Beaudry** – for both past and present roles

Katherine has long service on tennis committee and helping at events. She has for 13 years done the minutes for tennis committee. Katherine has taken over the arranging of tennis fixtures for the last 2 years and done this time-consuming job very efficiently. She has also been Team captain for many years. This year, after the resignation of Gary Lord, Katherine is now the Chair of the tennis committee and has volunteered to be the tennis section Director on the Board.

The Volunteer of the Year Trophy and Prize was presented by Barbara Seabrook as outgoing Club President.

**6b. Presentation of Tennis Finals Trophies:**

This is the first AGM where Trophies are presented to the winners. The Trophies were presented by Jeff Richards and Barbara Seabrook with warm congratulations to all winners.

 A photograph of all the winners was taken.

**7. Information Update on Clubhouse project**

Dez Lewington advised that an agreement has been signed with Fraher architects to take the Club through Pre-Planning and Planning Permission. Dez and Lizzie Fraher are working to finalise the Pre-Planning submission. There has been a delay in finalising the submission as the next Board will need to consider some issues on the squash and tennis courts arising from this summer's extreme weather.

The Pre-Planning submission will be provided to London Borough of Bromley later in the year and it is likely that it will take up to 8 weeks for a response to be received. Once the response is received the Club can move to formal Planning Permission. If this is granted, the Club has a 3 years period to commence build.

Gillian reiterated the need for volunteers to join the Fundraising Working Group which has a key role in raising funds and obtaining grants. The Clubhouse is expected to cost a minimum of £750,000.

**8. Any Other Business -** None

At 8:52pm pm Gillian closed the meeting and thanked everyone for coming.