

1. Finance

2. PFA meeting

Carol attended PFA meeting 23rd Nov and raised agenda items agreed at last tennis club committee meeting

❖ Tree root encroaching courts

Phil Spencer will investigate and either sort out or inform the tennis club of what they need to do

❖ Improvement of the changing facilities in the pavilion

PFA agree that changing rooms need refurbished and decision on what projects to work on for 2011 will be taken at PFA meeting on 19th Jan

Action: Tennis club committee to propose couple of volunteer days across tennis, football and cricket teams to clear out changing rooms, including removal of the carpets and re-paint and refloor changing rooms (no carpets!)

❖ Access to toilets for tennis club member

PFA did not support key box access to changing rooms to use toilets. However compromise of building an outside toilet with key box access proposed as potential project for the PFA to progress.

Decision: Tennis club supported this proposal and recognized if we were the major user then we would probably have to be responsible for the maintenance of the toilet
Action: Tennis club to propose this activity is progressed at the next PFA meeting

❖ Resurfacing of tennis courts in 3-5 years

PFA agreed that the tennis courts should be resurfaced and that this was a facility that they wanted to continue to provide for both the tennis club and the local community. Funding was likely to be a joint venture between the PFA and the tennis club. Tennis club were auctioned to come back to the PFA with proposal of what was needed and some indication of costings. PFA encouraged tennis club to look on www.fundingtoolkit.org to get indication of potential funding bodies and to publicize the need for the courts to be resurfaced via link, joint venture on blue bell day 15th May etc

Decision: Tennis club committee agreed information should be obtained and fed back to the PFA by June 2011

Decision: Tennis club committee agreed that 2 new committee positions should be generated to support these activities; committee member to identify requirements for new surface and committee member to lead fund raising and grant submissions.

Action: Paula to inform members of 2 new posts ahead of the AGM

Action: Carol to add Blue bell day to next agenda meeting

❖ Public liability insurance

PFA to confirm they are responsible for public liability insurance for use of tennis courts. PFA agreed that tennis club should reach a decision on whether courts should be used at this time

Decision: Tennis club committee agreed that tennis courts should be closed immediately and be opened when net posts and court cleaning has been completed

Action: Paula to inform members that tennis courts are closed for essential maintenance

Action: Sally to generate a laminated sign and put it in notice board stating courts closed for essential maintenance

Action: Carol to inform PFA that tennis courts will be closed while essential maintenance is being carried out

Action: Carol to change code on key box and inform tennis club committee members

Action: Carol to ensure PFA position on public liability insurance is known ahead of next committee meeting on 12th Jan

Next PFA meetings on 19th Jan and 22nd March at 7.30 in pavilion

Action: Sally proposed to attend the next PFA meeting on 19th Jan

3. AGM

Decision: AGM to be changed to Feb 16th at Paula's house 7.30 pm

Decision: All reports and agenda items and voting slips to be provided to members ahead of meeting

Action: Carol to identify information required for pre-circulation and circulate this to committee members

Action: Committee members to provide information ahead of next committee meeting on Jan 12th.

Action: Committee meeting on Jan 12th to focus on reviewing and approving the information to be pre-circulated and finalize the agenda for AGM

4. LTA affiliation

Action: Sally to progress LTA affiliation and aim to complete ahead of Carol singing event

Action: Sally to provide info on costing for public liability insurance for tennis club via LTA and circulate ahead of next committee meeting

5. Carol Singing

Decision: Event to be held on Wednesday 22nd Dec. Meet at the pavilion at 5.30 pm and finish at the Greyhound. Tennis club to provide mulled wine and mince meat pies at pavilion. Money to be collected for resurfacing the tennis courts and card from tennis club to be provided to each household

Action: Paula to send invite to club members and ask musicians to contact Sally

Action: Sally to generate music list and words for singing

Action: Paula to provide Carol with ~numbers for event

Action: Carol to provide mince meat pies, mulled wine, squash and glasses

Action: Mandy to provide collection box

Action: Ben and Caty to design Xmas card by 17th December

Action: Carol to provide Ben and Caty with relevant information about club to go on Xmas card

Action: Carol to print cards

6. Coaching

Decision: Coaching should start when courts are fully playable

Action: Carol to contact Inside out and suggest they generate a questionnaire that can be posted on web site. Tennis club committee would encourage Inside out to consider weekly coaching sessions in the holidays and establishing links with the school

Action: Chris to work with Inside out to generate questionnaire that can be used

7. Notice board

Action: Carol to print out new notices and give them to Sally

Action: Sally to laminate the notices and put them up on the notice board