

**BLTC Tennis Sub-Committee**

**Minutes**: of the BLTC Tennis sub-committee (BTSC) meeting held on 13 August 2018

**Present:** Barbara Awbery, Jenny Cox, Matt McCombe, James Morris, Lou Tierney, Jane Timmis, Sue Willoughby

**Apologies:** John Monckton

**In Attendance:** Ben Nicholson, Greg Read

|  |  | **ACTION** |
| --- | --- | --- |
|  | **Progressing Key Priorities – Junior & Adult Programmes**   * As per the timescales agreed following the meeting on 11 July to discuss the club coaching programme and head coach post, the coaches presented their proposals for a junior and adult programme, including the Tennis Explosion mini tennis concept, to BA, JC, JT, LT and SW. Feedback to be provided within the next few days. * BA, JT and MM met on 13 August to review the Tennis Development plan JT had pulled together following previous meeting on 5 July. Update to be provided at next meeting of Tennis s-c.   **Social Mix-Ins**   * Members have been notified via MyCourts of change of start time of the Tuesday session from 17:30 to 19:00 from 4 September. Members also notified of American tournament to be run by BA on 25 September. BA to liaise with Pauline East regarding arrangements.   **New Members**   * Development of an end to end induction process for new members is progressing. JT currently working with Jane Read (JR) and Emma Lever (EL) to identify gap. Ongoing. | BA/JT/MM  BA  c/f |
|  | **Progressing Key Priorities – Team Management**  **Team Captain Roles and Team Selection**   * SW and JC have reviewed draft Team and Captain guidelines. JC to make final changes. Updated version to be posted on club website and circulated to team captains in readiness for winter season. * SW has taken overall ownership of team selection process. She has contacted all current team captains to confirm they are willing to continue for the winter season and team practices have been arranged for 16 and 23 August. Team selection meetings with the captains to be arranged prior to the start of the new season. | JC  SW |
|  | **Calendar of Tennis Events for 2018**  **Club Tournament (using Tournament for All format)**   * Was agreed in principle to present winners and runners up of main events in club tournament with trophies. Wine and chocolates to be presented in consolation events. Greg Read (GR) to obtain two quotes for trophies and MM to raise invoice. JC to liaise with Social s-c regarding refreshments etc for finals day weekend. * Was agreed the BTSC would review the arrangements for future tournaments once this year’s had finished. Ongoing.   **Joint Elstead & Byfleet LTCs Grade 3 Junior ITF Tournament – 14 to 16 July**   * The Grade 3 Junior tournament proved very successful with Byfleet juniors reaching several finals. * BA donated £400 to club funds from the money raised by the tournament. | GR/MM/JC  c/f |
|  |  |  |
|  | **Any Other Business**   * **Box League:** MM to liaise with Ethan Clements to discuss how the BTSC can help with the development of the box league, when it recommences in September. Was agreed that there was a need to look at ways of promoting the league. Ongoing. * **Court Booking:** Booking sheets have been reviewed and MM has added additional sessions. JC to prepare guidelines for use in readiness for the start of the winter season. * BTSC to define priority for tennis court access at all times. Ongoing. * EL is looking at the LTA system for court bookings (Club Spark). Ongoing. * **Court Booking Notice Board:** Free standing sign purchased from Kaspa Signs has been installed next to the summer house. JC to liaise with EL regarding process for updating. * **Court Maintenance:** MM has been liaising with House & Grounds about the maintenance of the courts. He commented that he would be happy to “manage“ the ongoing maintenance and liaise on a day to day basis with Cameron and Fred, as he is at the club most days. He is also planning to speak directly to Fred. Update to be provided at next Tennis s-c meeting. * **Provision of Balls for Coach Led Sessions:** The LTA has advised that the club should not be providing balls for coach led sessions. One element of being classed as a self-employed coach is supplying the balls for coaching sessions, although this is not necessarily definitive. * BTSC to consider other options, e.g. revisit club rules, coaches to buy balls from club at a reduced price etc. Ongoing. | c/f  JC  c/f  c/f  JC/EL  MM  c/f  c/f |

**Date of Next Meeting: TBC, Nuffield Coffee Bar**