

HACKNEY CITY TENNIS CLUBS (HT) ANNUAL GENERAL MEETING (AGM)

MINUTES OF THE AGM HELD ON THURSDAY 6TH DECEMBER 2018
AT THE CLISSOLD PARK TENNIS PAVILION,
3 QUEEN ELIZABETH'S WALK, STOKE NEWINGTON N16 0BF

Present

Directors: Howard Bennett (Chair), Francesco Caselli, David Harrison, George Howe, Alison Hunter, Maurine Lewin, David Smith

Members In Attendance (32):

Daniela Aramu, Fatemeh Beyad, Christian Coombs, Jan Coombs, Mike Coombs, Kara Day, Colin Weekes, Nadia Weekes, Josh Whitehead

In Attendance:

Lois Anderson (former member), Phil Semper (former member)

Apologies:

Item		Action
1.	<p>Opening Remarks</p> <p>Howard Bennett (Chair) welcomed Directors and Members to the AGM.</p> <p>He invited George Howe (Board Member) to speak who gave a tribute to Geoff Thomas, who sadly passed away earlier this year leading the room in a round of applause to celebrate his life and contribution to tennis in Hackney.</p> <p>Howard stressed the following issues in his opening remarks:</p> <ul style="list-style-type: none">The London Borough of Hackney tender process for the delivery of tennis in the borough is imminent. The expected time frame is for the tender to be issued by the end of February and an agreement with the successful bidder signed by the end of June. Hackney Tennis (HT) sees the strength of its programme as a key positive and programme delivery will be an important element of the tender. A fixed financial contribution bid will be a significant part of the tender. Competition is expected from the likes of GLL, which run much of the sport in Hackney and commercial operations like Will to Win which operate in parks such as Hyde Park and Regents Park. The Board is confident that HT can make a very strong bid. If not successful, all staff will be offered roles with the new organisation and the board will oversee distribution of assets within the borough in accordance with the Articles of Association.Systems developments leading to operational efficiencies and paving the way for cost savings, have been put in place. The new booking	

	<p>system, Openplay, is now being used for courts, programmes and membership. HT has moved from QuickBooks to the Xero accounting system which integrates with OpenPlay and Stripe (payment gateway). There has been some investment to establish these systems however the benefits of not needing bookkeepers and regular accounting support is significant.</p> <ul style="list-style-type: none"> • The key priorities for HT moving forward include: <ul style="list-style-type: none"> ○ maintaining and improving court facilities. HT has been working closely with the council to determine where cleaning, repainting, resurfacing may be required. Positive signs from the council include £90k committed to court refurbishment in the 2018/19 financial year. ○ With the pressure on Clissold Park and Hackney Downs as HT's highest use venues, a key goal is to improve the facilities elsewhere so we can expand the programme. This could include improved toilet/changing facilities, lights, covered areas. The main challenges will be funding and planning consent. Many of the venues are on common land which makes the process more complicated and difficult. ○ HT has a good track record working with Hackney schools. HT is currently delivering programmes in nine primary schools and supports local secondary schools and universities. The goal is to increase the schools programme and target schools where the benefits would be the greatest which is likely to be the areas where the interest in tennis may be least and potentially most challenging. ○ HT has many good stories to tell and a goal is to improve the telling of these stories and increase publicity for HT in order to support our efforts and reach a wider audience. ○ Improving the social side of HT is a priority moving forward. Operationally, the team have their hands full, so HT wishes to encourage volunteers to come forward and help drive social programmes for both junior and adult areas of the club. <p>Howard thanked Justine Hembury who has moved onto a digital sports marketing agency; Frank Sinkovec, a former board member and team player, who has moved to Germany with his partner; Christian Coombs and Kara Day along with all the Operations Assistants and coaches who are delivering HT's services and through whose work there has been great improvements in efficiency; and the team captains for all the work they do.</p>	
2.	<p>Ordinary Business</p> <p>2.1. Consideration of the income and expenditure account and balance sheet to 31st March 2018</p> <p>Howard Bennett (Chair) presented and explained the accounts of HT to 31st March 2018.</p> <p>He explained that HT accounts had been audited and that they were deemed to be a true and fair view of the state of the company's affairs.</p>	

HT recorded a surplus of just over £5k this year, an improvement on the deficit the previous year almost exclusively down to not incurring additional consultancy fees.

- Programme income rose by 6%, largely due to growth in the programme.
- Court fee income rose by just over 4%. (LBH implemented a fee increase of 3%).
- Pavilion hire income grew by over 35%.
- Interest has grown due to moving capital not needed into various interest bearing accounts.
- Wages increased due to higher programme hours required of the staff.
- From April 2018, there has been a coach wage increase between 2-4%, the first increase in 5 years.
- Legal & professional fees were significantly down.
- Accountancy is high due to the work involved with the xero integration. This will be greatly reduced moving forward.
- HT envisages involving Trio Plus to finalise the tender document but doesn't expect this to be more than £5k.

Howard highlighted the note in the Audited Financial Statement:
"Were the company to be unsuccessful in bidding to provide these services, then the directors would oversee the distribution of the company's accumulated reserves in accordance with the Articles of Association and the subsequent voluntary dissolution of the company."

The Chair asked the AGM to accept the Report of the Directors and Audited Financial Statements for the Year Ended 31 March 2018. This was accepted.

2.3 Election of members of the Board of Directors

The Chair explained that Nominations for the Board of Directors had been advertised in advance of the AGM.

Of the existing Board of Directors, one third was required to stand down in keeping with the Articles – Frank Sinkovec had previously stood down, Howard Bennett and Maurine Lewin also stood down.

Three nominations had been received by the due date, together with Proposers, and the relevant Nomination Form and Biography. The Chair introduced each Nominee to the Meeting.

The nominees were as follows: Daniela Aramu, Howard Bennett and Maurine Lewin.

The AGM supported election of the new Board Directors.

2.4 Approval of appointment of the Auditors

Knox Cropper was introduced as the auditors used for the 2017/18 accounts and that they had delivered what was required for HT and the Board is happy with the work they have done.

	<p>The AGM supported appointment of Knox Cropper as independent auditors.</p>	
<p>3</p>	<p>AOB</p> <p>3.1 Report from the Acting Director of Tennis, Christian Coombs</p> <p>Highlights from the report include:</p> <ul style="list-style-type: none"> • Coaching programme and court usage – almost 8.5k players registered with OpenPlay since April 2017, and almost 2k unique users registered for courses but this does not include New Age Games and Tennis Tuesdays sessions so the real number is higher. The programme has continued to expand and HT has also managed a number of HT and LTA events such as ‘women’s only’ activities. • Holiday camp programme is a large part of HT’s coaching programme which continues to grow, significantly aided by use of the Club house and delivering all day sessions. • HT has delivered a variety of tournaments, both HT and public events. • This Summer HT had strong results with adult and junior teams in the Team Tennis events. • Hackney came 5th in the London Youth Games this year. • Box Leagues and the ladder have continued to be very popular. More matches are taking place than previously. Next season HT is planning to trial a new system to help manage this moving forward. • HT is working with a variety of community groups – NAG, Tennis Tuesdays, Women’s Mornings and wishes to build on this. • HT retained LTA performance accreditation up until August 2018. It has recently been awarded performance funding directly from Middlesex LTA for next year. There has been an increase in numbers on the junior performance programme and this year has seen players competing at national level. • Adult team training has been going strong. Women’s team training has been established, and there is a new first team, team training session, thanks to Eliisabeth and Daniela. Congratulations to Frank who performed well in tournaments, winning the Over 35 Men’s Singles County Championships and coming runner-up in an Over 35 ITF tournament. • Three coaches left HT last year and two more have been added to the programme. Four of our coaches upgraded their LTA qualifications. Juniors also completed the tennis leaders programme. • Each year HT has been awarded Tennis Mark+ which HT was awarded for 2017/18. The LTA has introduced a new system where a club is LTA registered. HT has achieved this. <p>Jamie and Zeneice were called out for their achievements with tennis, especially as two people who have come through the HT programme.</p> <p>Both went to the same primary school in Hackney. They started in HT’s schools programme coached by Janette Smith – our first coach. They moved into our performance programme and went on to compete for the borough in the London Mini Games and London Youth Games and represented HT in both junior and adult events, and the county.</p>	

Jamie has gone on to become a HT coach and became the first HT player to be selected for the men's county cup team. He had never been selected as a junior so this is quite an achievement.

Zeniece has recently been awarded a full tennis scholarship at a Division 1 tennis university in the US which means all her training and education is now covered by the scholarship. An amazing achievement.

Both are great illustrations of what HT is trying to achieve and represent how tennis can be much more than a sport but a life changing opportunity.

To conclude the board wished everyone a great Christmas.

The meeting closed at 19.30 pm.