

Hackney City Tennis Club Limited – Board of Directors

Minutes of Board Meeting held on 15 September 2020 (Virtual Meeting on Google Meet)

Present:

Directors: Howard Bennett (Chair), Daniela Aramu, Alison Hunter, Christian Winder, Lisa Watch, Maurine Lewin

In attendance: James Mills

Apologies: David Harrison, Francesco Caselli,

Conflicts of interest:

Alison Hunter's son Yannick assisted with the mini tennis summer camps

The minutes from the previous meeting were approved.

Actions since last meeting:

- JM actioned to chase up Council regarding fencing works at Clissold

The council have confirmed that they will replace most of the fencing if approved in their capital budget for the year. They have asked JM to investigate what the LTA's approved type of fencing is.

- JM to produce financial projections that factor in a second lockdown during the winter

These were circulated to the Board in advance of the meeting

- JM to investigate possible access to the courts at Haggerston

The council have confirmed that these courts are currently run by GLL. The courts are bookable through Better.

Managing Director's report.

JM presented his previously circulated MD report. Hackney Tennis continues to follow government and LTA COVID-19 guidelines and no health and safety concerns have been reported. AH asked if the HT coaches are taking registers of the coaching classes and this was confirmed.

A new draft Hackney Tennis photography and filming policy had been circulated to the Board in advance of the meeting and was formally adopted.

JM presented his previously circulated management accounts. Hackney Tennis's financial position is very positive with total revenue only minimally down on 2019, thanks to the increase in court bookings balancing the loss of HT coaching programme and holiday camp income lost during the lockdown period. The government Furlough grant and a £10k small business grant from LBH have also been of great support.

JM outlined the additional court usage levels with 9370 additional court hours booked during 16 May 2020 – Aug 2020 compared with 2019. Court utilisation figures from Open Play show a significant increase in usage levels at Millfield, Spring Hill & Hackney Downs and this is reflected in the accounts. CW asked if the court usage was now declining a little bit with people returning to work and JM confirmed a slight reduction in daytime bookings between 12 noon and 3pm.

JM reported that HT ran 11 different types of junior summer camps for all ages and abilities. The delivery of the camps was good, and the coaching team worked well together. The general feedback from children and parents was very positive. A key area of development will be providing the coaching team with more responsibility. The take up for the camps was high.

The HT Autumn programme has started well. There have been several additions to the programme including group coaching on a Friday evening, additional ladies team coaching, cardio tennis sessions and a parent-and-child session.

Three of HT LTA level 2 coaches are taking their LTA level 3 course which will upskill them and enable them to take on more responsibilities on the HT coaching programme.

The HT pavilion is scheduled to be painted in two stages in October and November. All walls will be painted in white with a durable paint that can be wiped down if required.

HT continues to move toward changing to charitable status. Brabners Solicitors have drafted new Articles of Association, which the Board are currently reviewing. AH needs to review and will feedback any comments by the end of the week.

A brief outline of the HT team entry for the winter was provided.

A discussion followed about a previously circulated six-month financial forecast that factors in a three-month (Nov-Jan) lockdown period over the winter with no revenue. The forecast provides a worse-case scenario that the Board can use for decision-making purposes.

Feedback from Meeting with LBH

HB outlined the key points from the September meeting with LBH:

- LBH were pleased with how the HT team have managed the lockdown period and passed their thanks on to the whole HT team.
- LBH have asked HT to produce a facility development plan which will then be reviewed with the LTA.
- LBH confirmed that HT can book the pavilions at Spring Hill & Hackney Downs
- Possibility of HT taking on inner-city MUGAs that could be renovated as part of the facility project.
- Fencing at Clissold Park will be replaced.

JM added that LBH have requested proposals from HT on court fees and coach licensing.

ML had to leave the meeting.

AGM Planning

HB explained that a virtual meeting would be the most appropriate and nothing is written in the HT Articles of Association that would stop HT having a virtual meeting and using an online polling system for votes. DA suggested that HT get a business licence for Zoom and is happy to investigate the functionality that Zoom could offer. AH mentioned that a monthly subscription could be cancelled after the AGM.

It was decided that the 2020 AGM will be held on Wednesday 9 December.

Any other business

None

The meeting was closed.