



Minutes of Board Meeting held 19:00 Tue 4 October 2022 (Meeting held virtually on Microsoft Teams)

Present:

Trustees: Howard Bennett (Chair), Cristian Winder, Maurine Lewin

Apologies: David Harrison, David Pagliaro, Lisa Watch

In attendance: James Mills (Managing Director), Roger Waite

Howard welcomed everyone to the meeting. The upcoming Annual General Meeting date was discussed, and a draft meeting date of Tuesday 6th December was agreed. Howard highlighted the importance of having a diverse board of Trustees and it was agreed to circulate a request to members, stating that women and those from an ethnic minority background are currently under-represented on the Board, and applications from those individuals would be particularly encouraged. Howard proposed that Board meetings would be held on the second Tuesday of every other month in 2023 and this would need to be approved by email.

The minutes from the previous meeting were approved.

James presented the pre-circulated Profit and Loss accounts, Howard asked for a current liability account to be reviewed quarterly showing what Hackney Tennis would potentially owe to Hackney Council based on the terms of HT's service agreement. Howard asked if the coaches received any HT subsidies in 2021 because the coaching expenses looks like it has gone down without a similar decrease in the programme income. James explained that coaches who had used HT loans were now repaying these funds with coaching hours. Howard asked if the performance camp figure was correct, and James explained that the performance camps figure was included in the academy coaching total. James noted that employer's national insurance was low on the accounts as a button in the financial software Xero had needed to be ticked and this had now been done.

Howard noted the increasing size of HT's surplus, and that HT should try to revisit discussions with the Lawn Tennis Association (LTA) for a large capital tennis project in Hackney. James said that there were court resurfacing works and fencing works that needed to be a priority in early 2023 and if Hackney Council do not have the budget to cover these works, then HT should consider completing these works. James said it was worth noting that the court rental income at Spring Hill and Millfields are still significantly higher than before COVID which reflected a healthy retention of players and increased participation at those venues. Howard said this additional usage highlighted the importance of getting those sites resurfaced.

Cristian asked about Tower Hamlets competing with Hackney Tennis and whether James envisaged any sites being affected by the new operators at Tower Hamlets. James said that the new company, Premier Tennis, who recently took over had a lot on their plate with the take-over and Hackney Tennis was in a good position to retain its customers and compete. Cristian noted that the new company could have a sophisticated marketing and database functionality.



James presented his pre-circulated report.

James asked for approval to proceed with a new community tennis scheme for 2023 that offers local Hackney primary school children who receive free school meals with free week-long tennis camps. This was approved by the Board.

James requested approval that HT continue with court maintenance company ETC for 2023 and this was approved by the Board.

James asked for approval to proceed with a quote from local carpenters Benjamin's Workshop to refurb the tennis shop at a cost of £6,768 (inclusive of VAT). The works would be funded in full as part of a Hackney Council adapt-your-business grant, awarded earlier in the year. Cristian flagged the cost of the LED lights and James said he would go back and review with the workshop. The trustees reviewed three quotes and approved contracting Benjamin's Workshop.

James said that the intention was for the refurbishment of the shop to provide an increase in income and may provide opportunities for Hackney Tennis coaches to get terms with racket manufacturers. James outlined plans to introduce a tennis racket stringing service at Hackney Tennis that would provide additional opportunities and hours for current operation staff, increase the shop surplus and future job and training opportunities to young Hackey residents. This was approved by the Board.

Cristian asked if the change from OpenPlay to ClubSpark booking system has been communicated sufficiently. James said that only a note had gone out in a newsletter, but communication would be increased over the coming weeks ahead of the changeover in the form of additional MailChimp newsletters, Twitter, and a banner across the website. James said there would also be a video explanation sent out.

Howard closed the meeting.