



**Cambridgeshire Lawn Tennis Association
Annual General Meeting**

Wednesday 20 March 2019 at 7pm

Queen's Building Lecture Theatre, Emmanuel College, St Andrew's Street, Cambridge CB2 3AP

AGENDA

1. Introductions and Opening Remarks (Tim Arthur, Chair)
2. Apologies for Absence (Tim Arthur)
3. Minutes of the AGM of 21 March 2018 (Tim Arthur)
4. Treasurer's Report and Approval of Accounts 17-18 (Keith Heron, Treasurer)
5. Annual Reports: (Note that all reports will be circulated in advance of the meeting and we will restrict comment to special achievements and questions.)
 - Chairman and LTA Councillor (Tim Arthur and Mark Sanders)
 - Performance Committee Reports:
 - Junior Teams. Sue Rich will announce two awards for the outstanding junior boy and girl.
 - Senior Teams (Chris Little –Men's Captain; Laura Nigri (Ladies' Captain)
 - Senior Age Group Teams (Tisha Hug – County Seniors Organiser)
 - Participation Committee:
 - General and Funding (Nick Tait, Chair of the Participation Committee)
 - a. Election of Officers (No nominations were received so the following are proposed by the County Executive Committee)
To re-elect the County Officers of the County Association
County Chair – Tim Arthur
County Treasurer – Keith Heron
County Secretary – Joanna Jeffels

To re-elect to the Executive Committee
Chair of Participation Committee – Nick Tait
Chair of Performance Committee – Sue Rich
Communications – Dan Murton
Councillor to the LTA for Cambridgeshire – Mark Sanders
6. Any Other Business

END OF THE OFFICIAL BUSINESS OF THE AGM

Our Objectives and Priorities 2019-2021: Mark Sanders will summarise our county priorities for the next three years.

Opportunities for Grants: Nick will outline the financial support that county can offer for facilities and to support participation initiatives for all types and ability of players.

British Tennis Awards: We welcome Alan Hodges to present the County Awards.

Guest Speaker: Alan Hodges. Alan has recently been appointed as the Central & East Region Safeguarding Officer. Further to the new requirements concerning safeguarding that all Places to Play must meet in order to register with the LTA, Alan will make a brief presentation and answer questions as to how safeguarding will be supported within Cambridgeshire tennis.

County Buffet: We are aiming for the meeting to finish by 8.30pm and would like to encourage you all to remain for the buffet to talk to Alan and to the Cambridgeshire LTA Executive. We want to hear about your plans.



Annual General Meeting 2018
Wednesday 21st March 2018 at 7.00pm

MINUTES

1. Opening Remarks

Tim Arthur (Chairman) welcomed everyone to Emmanuel College. Tim thanked Richard Barnes for once again organising the venue. 70 people attended. Tim introduced the committee and the speakers, Danny Sapsford, former Davis Cup player and co-founder of the Charity 'Bright Ideas for tennis', Suzanne Pattinson, Cambridgeshire LTA Safeguarding Officer and Anita Duff, She-Rallies Ambassador for Cambridgeshire.

Tim reported that all the members of the committee work on a voluntary basis but last year they had agreed to employ a paid administrator for the County. He introduced Rachel Mayne who has been appointed to this role and confirmed that she is working 3 days a week from Tuesday to Thursday. He invited all clubs to make use of Rachel and in particular to ask her for any help in ensuring that Welfare Officers undertook the necessary safeguarding courses.

Tim impressed on clubs that the registration process is changing in October 2018. It is imperative that each club appoints a Welfare Officer and that person must undertake all the necessary safeguarding courses. He stressed that full insurance cover is provided by the LTA to all clubs that are affiliated to the County LTA.

Tim took all the reports that had been circulated on the Cambs LTA website as read but wanted to highlight a few successes: he confirmed that there has been a big increase in sponsorship income which has largely been due to the efforts of Mark and Nick; the promotion of the men's first team to division one (the first time since 1956), which is a great achievement for Chris Little and his team; great county performances and the significant growth of the Cambridge Festival of Tennis. Tim noted how well the majority of coaches in the county are working together including the introduction of a tier 3 competitions to introduce younger players to competitive tennis. The Leagues continue to be very successful and Vernon and his team were thanked for all their efforts.

2. Apologies for Absence

Apologies received from Richard Barnes, Dan Merton, Pippa Scotcher, Jason Tuxworth, Richard Bragg, Jane Page, Sue Pitcher, Shona Kent, Simon Grainger, Laura Nigri, Rilla Molnar and Sharon Scotcher.

3. Minutes of the 2017 AGM and Matters Arising

The Minutes were proposed by Steve Goswell, seconded by Alison McNaught, then agreed unanimously. There were no matters arising.

4. Treasurer's report and approval of Accounts

The Treasurer, Keith Heron offered the following observations:

He endorsed the Chairman's comment regarding sponsorship.

He confirmed that the increase in revenue was also due to the number of club registrations increasing.

The tournament revenue was amalgamated, and the loss shown last year was due to the retention of Junior's fees in a Paypal account.

In response to a written question, he pointed out that the period of expenditure for the Cambs fund is over 5 years.

Thanks go to Trevor Marcuson for auditing the Association's Accounts.

Keith closed by saying that if anyone has any questions at any time, he is always happy to help. A member of the City of Peterborough club asked at what level can a club ask for funding for performance grants. Keith responded that a club can ask for money at any time. There is approximately £56,000 left in the Cambridgeshire fund for capital projects.

Adoption of the Accounts was proposed by Dean-Ross Hamilton and seconded by Bill Skead and carried unanimously.

5. Annual Reports:

All the reports were taken as read as they had been circulated prior to the meeting.

6. Election of Officers

No new nominations were received so the following were proposed for re-election to the County Executive Committee.

County Chair – Tim Arthur
County Secretary – Vernon Dudley
County Treasurer – Keith Heron

Members of the Executive Committee
Dan Murton
Sue Rich
Mark Sanders
Pippa Scotcher
Nick Tait

Election of the Officers and the Committee was proposed by Patrick Hall, seconded by Paul Bonnington and agreed unanimously.

7. Any other Business

Steve Shaw introduced himself as the county's disability volunteer. He promoted the workshop on 'Open your doors – how to be an inclusive venue' which will be running at Cambridge Lawn Tennis Club on Monday 26 March. Alternatively, he was happy to come and visit your club with David Hardman, Disability Development Manager.

8. Safeguarding

Mark Sanders introduced Suzanne Pattinson, who is Cambs LTA's Safeguarding Officer. Suzanne is also the Welfare Officer at CLTC. Suzanne advised that the following standards will be required for registration in October 2018:

1. Adopt safeguarding policy
2. Adopt diversity and inclusion policy
3. Appoint trained welfare officer
4. Criminal records checks for all relevant staff
5. Complete annual risk assessment

The club Welfare Officer cannot be a coach, must have Level 1 in safeguarding and will be required to have further training within 2 years – Level 2 Time to Listen course. The course fees are £30 which are refunded to volunteers. The next Level 1 course is on Tuesday 19 June at David Lloyd, Cambridge. Suzanne also mentioned that Living Support offers some courses: <http://www.livingsport.co.uk/events-courses-2/time-listen/>

Suzanne pointed out that the DBS process is listed on the LTA website and confirmed that an Update service is available. The link to the annual Update service is as follows: <https://www.gov.uk/db-update-service>. All clubs should only recruit LTA accredited coaches and an LTA accredited coach requires DBS, first aid training, insurance and safeguarding training.

Suzanne was asked if the DBS check has to be updated annually? She responded that it lasts for 3 years and agreed that we would post a link to an automatic renewal service that was offered on our website.

9. She Rallies

Anita Duff, the county's She-Rallies Ambassador, spoke briefly about her role. Anita recently went on a course with Judy Murray and identified 4 main products:

- Little Miss Hits
- Teen Tennis
- Fun Days
- Rec Comps

The aim of She Rallies is to empower more women to play tennis. Further opportunities would be publicised in the coming months.

10. British Tennis Awards:

Sue Rich presented the Geraldine Booth Award, which is given to the boy and girl who has contributed most to the county. This was awarded to Harry Wendelken, who is ranked no 1 in the County in both the 16 and 18 and Under age categories and to Megan Carmichael, who is regarded as the best team player.

Vernon Dudley advised that there had been a 50% increase in the number of nominations for the British Tennis awards. He thanked all entrants and presented a cheque randomly awarded by the County to encourage nominees. This year there were 10 winners and he asked whether in future the County should organise an annual Awards dinner. This was agreed.

The British Tennis Awards were then made as follows:

Cambs CLUB of the Year 2017 – City of Peterborough Club

Cambs VOLUNTEER of the Year 2017 – Rachel Peacock, Ely Tennis Club

Cambs COACH of the Year 2017 – Dean-Ross Hamilton, City of Peterborough Club

Cambs YOUNG VOLUNTEER of the Year 2017 – Vlad Kullish, Ely Tennis Club

Cambs EDUCATION VENUE of the Year 2017 – Parkside School

Cambs OFFICIAL of the Year 2017 – Sylvia Morton

Cambs COMMUNITY VENUE of the Year 2017 – Park Tennis

Cambs DISABILITY AWARD 2017 – Cambridge Festival of Inclusive Tennis

Cambs COMPETITION OF THE YEAR 2017 – Cambridge Festival of Tennis

Cambs OUTSTANDING ACHIEVEMENT AWARD for 2017 – Christine Knight

Mark Sanders introduced Danny Sapsford as the Guest Speaker which took the format of a Question and Answer session. Danny's tennis career spanned 22 years from 1987-1999 and one of the highlights was his third-round match at Wimbledon when he played Pete Sampras. Another pinnacle was playing for the Davis Cup and winning on a clay court, not his preferred surface! Danny also spoke about his charity 'Bright Ideas for Tennis' and about its aim to support tennis clubs in the UK by increasing membership numbers and helping clubs to generate revenue.

The AGM was closed and followed by a Buffet provided by the County.