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Date: 22/11/2024

Dear «Forename»

Management Committee Meeting Minutes. 2024-11

Date: 18th November 2024

Attended: Gordon Hughes (GH) Dee Hughes (DH) Colin Scott (CS) Matt Frier (MF) Gillian Bunting (GB)

Apologies: Alison Westray (AW) Sarah Jones (SJ)

Absent: Will Harrison (WH)

Item	Discussion	Actions	By whom	When
1	Safeguarding: Gordon now has the facility to validate LTA DBS applications, so anyone seeking a DBS should contact Gordon.	Members to make requests		
2	Finances: The YTD accoutrements for October are still in progress. As at today we have £9.3k in the building society and £9.5k in the bank. Sponsorship: we are continuing to progress with any opportunities Donations: It stands at £950, thanks to those who have	Members may respond		

	already donated. Hopefully other members may consider this option			
3	Tennis Topics: Winter League: Final matches are being played this weekend. Club Championship: Ladies Singles final and the Men's double final match must be played by the 1st of Dec to complete the championship season. Presentation evening proposed for 10th Jan. The 2025 LTA registration is WIP. Pickleball Status: Still progressing to be very popular with the active group, it is appreciated about the excellent article shown in the Melton Times as composed by Margaret Roskill and Penny Biggs. The Wednesday night session was brought forward to avoid conflict with the lady's tennis session. Pickleball Risk Assessment: WIP			
4	Social Programme: 6th Dec Members Party 13th Dec Drag Christmas Party Evening 24th Dec Music evening with local artist Katie Rose 31st Dec Similer group, New Years Eve Club lottery will be starting very soon for 2025, so please support the club on your renewals. January 2025 - Review further dates.	Reviewing attendance Review with Jan Brookes View potentials	DH/Helen GH MF	26th Nov Next week ASAP
5	Facilities update:			

	Electrical certification: The court lighting rewiring is almost complete. Court lighting switches have now been replaced by Matt. Two replacement lights units have been ordered for the bottom courts, the existing type of lighting is not available, so we will install new led lights. Court security: method to be determined WIP. Courts status: Trees behind courts 1-3 - have been trimmed after a discussion with the local council. The willow tree action is currently on hold awaiting a quote to pollard it. Some brushes and shovel have been provided for members to clear any leaves, but the brushes need to be of a different type, and members are reminded about dragging the courts after play, when the courts are dry. Bottom courts surfaces: a few holes have been fixed our thanks to Barrie and Doug, paint has been acquired to match the court colour. Brush machine: WIP Gully in front of courts 1-3: It is believed a bottle is stuck, Doug is going to try and remove with Matt's support. Stream status: the stream has had some initial work undertaken by Doug, Richard and Greg (Thanks), but still require further work to avoid flooding. Richard and Greg have agreed to police the status	Progress Install Progress Progress quotes Replace brushes. Use paint to match court colour. Progress Clear gully Action as required.	GH/MF MF GH CS/WH GH/AW Barrie/Doug WH Doug/Matt	This week ASAP ASAP ASAP ASAP ASAP ASAP
6	AOB: We have an additional cleaner to assist with the clubhouse cleaning. First Aid: An email has been sent to all the members, looking			

	for volunteers as first aiders, with a view of organising some official training in January	Establish attendee and organise courses	GH	January
7	Next Meeting date: 20th Jan - 18.30pm			

Dee Hughes
HLTC Club Secretary