



**Old College Lawn Tennis Club
Committee Meeting
7.30pm on Monday, 24th March 2025**

Present: Caroline Beck – Chair and Treasurer
Bob Henderson - Vice Chair and Executive Secretary
John Barton – Director Clubhouse and Grounds
Bernard Stilwell – Chair of Tennis
George Ranson – Director of Membership

Apologies: Manjit Roseghini – Member Representative
Virunee Viravong – Social Secretary

1. Quorum

BH advised the Committee that Committee was not quorate as the Club Rules dictate 6 CC members as a quorum and the Articles require 7 members for a quorum. Neither of these were met so any formal decisions would be taken by written resolution or tabled at the next CC meeting.

It was also noted that the double hatting by Caroline and Bob in the Treasurer and Executive Secretary role should be addressed by invitations to the membership for volunteers.

It was further noted that the quorum level stipulated by the Articles and Club Rules is high and could benefit from a more typical quorum level of majority or 60%. The inconsistency between the Articles and Club Rules should be addressed at the next AGM.

2. Club Committee meetings

The Club Rules require at least 6 meetings per year and it was proposed that these would be planned in advance and take place, in principle, at the Old College clubhouse.

3. Clubhouse Regeneration - Project Steering Group

The CC discussed ways of working for the Project Steering Group. It was proposed that the Vice Chair is added to the Project Steering Group with Chair and Vice Chair meeting with Charlotte Ireson and Hande Reardon (the Expert Members of the Project Steering Group) on a monthly basis. The Chair also agreed to update the Terms of Reference for the Project Steering Group.

4. Clubhouse Regeneration – Fundraising Committee

It was proposed that a Fundraising Committee would be formed for the Clubhouse Regeneration composed of the following:

Chair
Vice Chair
Director of Membership
Social Secretary
Sean Bidder

And other members of the Club who may be interested.

The Vice Chair would organise a meeting as soon as possible.

5. Communication Strategy

The CC discussed the communications approach at the Club along with the various channels and proposed to discuss this in more detail at the next meeting. In the meantime, the BH would prepare a draft Newsletter for the Chair's review. JB agreed to produce an overview paper on the Club's ICT and CB agreed to discuss the media focal point role with VV.

6. Membership

GR updated the CC on latest renewal and membership information. The Committee discussed the proposal at the AGM for an over 80's discount. After discussion it was agreed that GR would discuss a proposal with the member who raised the issue at the AGM and also discuss administration with the Club accountant.

It was noted that GR and Alex Heath are planning some introduction sessions for new members after Easter. Agreed that GR would circulate list of new members to Membership Representative and Club Committee.

7. Tennis Committee

BS apprised the CC of the discussions from the last Tennis Committee. A proposed increase to the coaches' fees was discussed – this was agreed by those members present but would be formally approved by the CC and would not take effect before May 1.

The CC also discussed the proposal made at the AGM for pickleball to be permitted at the Club. After discussion, it was agreed that BS would discuss in further detail with the member that raised the item at the AGM also submit to the Tennis Committee for consideration. BH would review the insurance policies.

The box leagues would also be reviewed by the Tennis Committee. JB had noted that attendance is poor and proposed that entry into the box leagues should require a positive action by a Member (not default rollover) and end dates would be firm (without extension) with reminders half way through each tournament.

8. AOB

BH had circulated a draft Privacy Notice (policy) for the main Old College website based on the ICO template for charities. BH also advised that the Mycourts website already had an acceptable Privacy Notice (save for one proposed change). CC members would review the draft Privacy Notice within 2 weeks and provide BH any comments with the intent to approve at the next CC.

The meeting ended at approximately 10 pm.