



**Old College Lawn Tennis Club
Committee Meeting
7.30pm on Tuesday, 13th May 2025**

Present: Caroline Beck – Chair and Treasurer
Bob Henderson - Vice Chair and Executive Secretary (online)
John Barton – Director Clubhouse and Grounds
George Ranson – Director of Membership
Manjit Roseghini – Member Representative
Bernard Stilwell – Chair of Tennis
Virunee Viravong – Social Secretary

1. Approval of Minutes and Actions

The draft minutes of the Club Committee for 5th February, 2025 and 24 March, 2025 were unanimously approved. *Action:* Bob to have these uploaded onto the OC website. On actions from the previous CC, these were either completed or in progress.

2. Written Resolution

The written resolution approving the fee increase for coaches was circulated and signed by those present. *Action:* Bob to liaise with Caroline to sign resolution and file accordingly.

3. Data Privacy Notice/Policy

The Data Privacy Notice/Policy circulated previously as pre-read was unanimously approved. *Action:* Bob to finalise and upload on OC website

4. 2025 AGM Minutes

The draft minutes of the 2025 AGM were approved in principle. These will need to be approved at the next AGM or EGM. *Action:* Bob to have these uploaded onto the OC website.

5. Clubhouse Project and Funding

Clubhouse Design

BS presented on the current status of the Clubhouse Project design. Feedback had been received from the Project Steering Group (PSG), following consultation with various member groups. JB had also provided feedback to the PSG which was being forwarded to BS. Further consultation and designs will follow with planning permission application in late June or July. Following a question on authorities required for submission of planning application, BS advised that the only requisite

obligation is to provide notice to the Landlord of the planning permission application. Otherwise the architects would submit on behalf of OC.

Clubhouse Funding

Following the above presentation, BH presented on the potential clubhouse funding options. The minutes of the Fundraising Committee had been circulated as pre-read to the Committee. It was explained that OC had approximately one half (£350k) of the current estimated costs (which will not be known until after receipt of tender responses) available at the current time but approximately a further £350k would be required to meet current estimated costs. Previously, pre-payment of subscription fees and donations were seen as the main vehicle for funding. After discussion at the Fundraising Committee, it was acknowledged that these routes may not be sufficient to achieve objectives. The pre-payment route is a voluntary route which would require significant effort and follow-up by CC and could not specifically track potential project costs. Donations will continue to be sought but estimates are uncertain.

Accordingly, BH presented the proposed option of the Fundraising Committee which would be a separate clubhouse development fee payable by all members (in such category ratios to be agreed by the CC) which would be in addition to the annual subscription fees. This approach would be the only route to guarantee funds would be available as required to proceed with the project. JB inquired how much the fee would be which BH responded that £350k divided by 800 members could mean £400-500 per member. JB considered this the best route to achieve the clubhouse project regeneration and suggested that the payment be made in two instalments. The other Club Committee members agreed that the separate clubhouse development fee approach would be the most appropriate.

The above funding approach would need to be presented to an EGM for approval at a later date once tenders had been received and a better idea of expected costs were known. However, the Committee could start informally gauging members' potential reaction to this approach. BH suggested that the Clubhouse project update and funding should be presented during the Club Championship when many members will be in attendance. It was also acknowledged that the pre-payment route would not be promoted further and members who had already made the subscription pre-payment would be approached to discuss options.

On donations, the proposal was to have 3 classes of donations: Gold, Silver and Bronze with an appropriate acknowledgement for each type of donation. The suggestion was that:

Gold – donations >£5000
Silver – donations >£2500
Bronze – donations £100-£2500

The precise form of acknowledgement would be discussed at the Fundraising committee.

Actions:

1. Virunee to advise Club Championship committee of Clubhouse update on Finals day
2. CB to contact existing members who had made pre-payments to provide options on how to deal with current pre-paid amounts
3. CC members to informally "seed" the new funding approach with members

4. BH to discuss donations in more detail with Fundraising Committee

The Committee will also need to properly understand the “fallback” should the members decline to approve the clubhouse regeneration project which is being followed up with BS and JB. *Action:* BH to continue to discuss options with BS and JB.

6. Communications

As this topic was quite substantial and it was already quite late, JB suggested that a separate dedicated meeting be held to discuss this in more detail. *Action:* Bob to propose dates for interim CC meeting on Communications in June.

7. Membership Committee

CB and GR had circulated details of membership renewal as pre-read to the meeting. GR advised that 108 individuals had not renewed their membership with approximately half of those being juniors. We didn't always have specific information on the reason for leaving so GR proposed to have a formal request to leavers to obtain their reason for leaving to give better insights to the Club. This was agreed. *Action:* GR to follow up with Emily

GR also advised the CC that Off-Peak membership was now available so the CC could advise potential members of this option. Peak waiting list was still approximately 400 persons. It was also agreed that GR and the Tennis Committee would review the use of the Club in more detail and the possibility of increasing Peak membership – particularly in view of fundraising for the Clubhouse. *Action:* GR to liaise with BS and CB on Peak usage

8. Tennis Committee

BS briefly advised the Committee that general tennis activities were doing well with significant effort at the moment planning for the Club Championship.

9. Finance Committee

CB had circulated pre-read on the current financial position of the Club – and that it was currently in good financial position. No comments had been received.

10. Events

VV briefly advised of the Open House and Club Championship events but events would be discussed at the next full CC meeting in more detail.

11. AOB

There were no AOB items.

The meeting ended at approximately 10 pm.