



**Old College Lawn Tennis Club  
Committee Meeting  
7.00pm on Tuesday, 2<sup>nd</sup> December 2025**

**Present:** Caroline Beck – Chair and Treasurer  
Bob Henderson - Vice Chair and Executive Secretary  
John Barton – Director Clubhouse and Grounds  
Manjit Roseghini – Member Representative (from 7:45 pm)  
Bernard Stilwell – Chair of Tennis  
Virunee Viravong – Social Secretary

Apologies:  
George Ranson – Director of Membership

### **1. Approval of Minutes and Actions**

The draft minutes of the Club Committee for 23<sup>rd</sup> September, 2025 were **unanimously approved**. **Action:** Bob to have these uploaded onto the OC website.

### **2. AGM Planning**

The Committee reviewed the proposed date for the AGM and MR noted that February 17 was during school half-term. Accordingly, the Committee agreed that the proposed date of the AGM would be **Tuesday, February 24**. The Chair presented the schedule for completion of the draft Annual Report of the Committee as well as the Accounts and each member of the CC agreed with the Schedule and proposed completion dates for their allocated responsibilities. BH noted that we must give notice to Members as part of AGM notice of the Committee members standing for re-election and if any Committee member was not planning to stand for re-election, please advise the Chair separately. **Action: Committee members to advise Chair if they are not intending to stand for re-election.** In terms of resolutions for the AGM, apart from the usual annual resolutions, BH reminded the Committee of the need to amend the quorum requirements. Based on discussion with the Chair and other members of the Club, the proposal would be to revise the quorum requirements to be a majority or 60% of the Committee – to be decided at the next meeting.

### **3. Clubhouse Regeneration Update**

Bernard Stilwell of BSA Architects presented the updated status of the Clubhouse Regeneration project and advised that, following submission of planning application, the Project will be heard at the December 8, 2025 planning committee of Southwark. Bernard will inquire whether anyone from the Club should attend but there have been no objections to the planning application to date and all appears to be in order. The Project continues to progress with tender drawings being prepared and the PSG considering the list of contractors to invite for construction. The current timing aims for final tender by contractors in Q1, followed by selection of the preferred contractor. The Club will only know the costs at that date which will then allow scheduling for an EGM

– which is expected to occur after Easter with potential construction from May if approved at the EGM. The Committee agreed that great progress had been made and that further communications should follow receipt of planning consent and particularly in advance of the AGM and EGM. **Action: The Chair and Vice-Chair to progress communications updated following receipt of planning consent in consultation with the PSG.**

On Fundraising, the Chair presented the current cash position of the Club along with projected amounts based on subscriptions from next year. The Club currently has about £400k of available cash which would rise to approximately £550k by end of June, 2026 on current projections. This puts the Club in a good position with respect to the Clubhouse Regeneration project and, subject to the final tenders, will hopefully mean that only a modest levy will need to be raised from Members.

The Chair and Vice-Chair also advised the CC that a meeting had taken place with Dulwich Picture Gallery setting out our request for an extension of the lease by a minimum of 10 years. We are still waiting for a response from DPG and will follow up after Planning consent is received. **Action: Chair/Vice-Chair to follow up with DPG on lease extension following receipt of Planning Consent.**

#### **4. Membership Update**

In the absence of GR, the Chair referred to the Presentation pre-read on membership numbers/movement. The Chair then raised with the Committee the proposed increase of subscription fees of 3.5% for peak members from £326 to £338. This amount is well within the cap under the Club Rules and is slightly under current inflation. For off-peak members, the proposed increase was £15 which was from £230 to £245 to reflect increase booking rights. The Committee **unanimously approved the increase for peak members**. For off-peak members, BH requested this to be assessed following receipt of survey results.

#### **5. Communications**

Gillian Kerr presented on the initial results of the Survey. Results were generally positive but it was noted that only 80 responses had been received to date. A request was made to continue with follow up encouragement to members to complete the survey by the deadline date of December 15. Results would then be analysed and presented back to the Committee at an ad-hoc meeting to be scheduled in January. The Vice-Chair thanked Gillian for all her effort to create and implement the Survey.

Gillian Kerr was also due to present on the website review but it was agreed to defer this to the ad-hoc meeting of the Club Committee.

**Action: Secretary to schedule additional CC meeting in January, 2026.**

#### **6. Finance Update**

The Chair indicated that the financial position had been presented as part of the AGM planning and Clubhouse Regeneration agenda items. In general, the Club is in a sound financial position and accounts would be finalised by January, 2026.

#### **6. Coaching Financial Support policy**

The Chair and Chair of Tennis introduced the proposed policy for Coaching Financial Support which was circulated as pre-read. After discussion, the **Committee approved** the policy with the proviso that any specific financial support should be approved by the Club Committee rather than the Tennis Committee.

**Action: Secretary to revise policy to make amendment above.**

## **6. AOB**

There was one AOB item introduced by the Chair of Tennis which was the proposed Code of Conduct Policy for use of Washrooms. The Chair of Tennis stated that the Club was required to implement such a policy in order to complete its LTA annual registration. The Safeguarding Officer, Chair of Tennis and Head Coach had prepared a draft policy based on the LTA template policy and other sources. There was significant discussion on the Policy by the Committee with comments noted. In view of the LTA requirements, **the Committee approved the draft policy subject to review at a subsequent Club Committee** where the Safeguarding officer will be invited.

The meeting ended at approximately 9:30 pm.