



**Old College Lawn Tennis Club
Committee Meeting
7.00pm on Tuesday, 23rd September 2025**

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

Apologies:
George Ranson – Director of Membership
Manjit Roseghini – Member Representative (part)

1. Approval of Minutes and Actions

The draft minutes of the Club Committee for 8 July, 2025 were unanimously approved.
Action: Bob to have these uploaded onto the OC website.

2. Clubhouse Regeneration Update

Bernard Stilwell of BSA Architects presented the updated status of the Clubhouse Regeneration project and advised that we were close to submission of the application for planning permission. There were no material changes from the previous drawings and information advised in the July CC meeting. The CC confirmed that the Chair would send updated e-mails to neighbours and interested parties (including Dulwich Picture Gallery) advising them that planning application will soon be submitted so that they would not be surprised when Southwark Council reached out for comments.

On Fundraising, Bob advised the Committee that a Fundraising Committee meeting had agreed that the primary routes for funding would be the Sports England grant (maximum £15,000) with the balance by donations and a proposed levy. On donations, a more targeted communication would occur after planning permission is received and a better estimate of costs has been obtained. The levy would also need to be approved at an EGM and appropriate communications would need to be developed in advance of such meeting.

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 hope to hear a response in October to this request.

3. Tennis Committee

The Chair had previously circulated an information pack on court usage. The information indicated that court usage was approximately 67%. There is a clear absence of usage on Friday and Saturday evenings and there was a proposal that these evenings would be made available to off-peak members on a trial basis. The

Committee **approved** this proposal and agreed that it should also be put to the Tennis Committee. Other items from the court usage, such as late cancellations and no-shows would be discussed at the upcoming Tennis Committee meeting.

The Chair of Tennis then advised the CC that several developments had recently occurred:

- (1) Hamid would be having surgery in November and would not be coaching for some months. Accordingly, for this and general needs, the Club would be looking for a new coach [post script – Luke Hymas subsequently gave notice that he would be leaving the Club so the need for a coach was underlined and some positive engagement with a potential coach have taken place]. This absence would also require some alternative arrangements for facilities management.
- (2) As mentioned at the July meeting, Alex was finding that the administrative responsibilities at the Club to be overly time-consuming. The Chair of Tennis has reviewed the needs and is looking at ways to support.
- (3) Alex has also advised that he will be taking the Level 5 coaching certificate by the LTA and the Chair of Tennis was inquiring whether the Club might financially support his effort as Alex will be suffering a significant drop of income due to the requirements of the course. This could be seen as a positive development for the reputation of the Club and might justify some contribution. The CC discussion and **broadly supported** in principle (subject to some clawback if the coach leaves after X years) but agreed that the Chair of Tennis should raise with the Tennis Committee.
- (4) On Safeguarding, the CC was advised that the safeguarding policies had been reviewed last year and the main change was that the welfare officer, Lorna Johnson, should receive all safeguarding concerns directly (rather than via coaches or other persons). **Action: the Chair to implement as appropriate.**

4. Communications

The CC was advised that, as an interim measure, Virunee would provide content with Owen Savage to provide back-up. Official communication would come from the Chair by an OC e-mail address so that is properly backed up.

Action: It was also agreed that Virunee would work with Gillian Kerr on website design, content and management, consulting other Committee members as needed, with the intent of bringing to the Committee a proposal on any changes at the November CC meeting.

Virunee also advised of the Social Events calendar for the next few months – a Quiz Night would take place in early October, followed by the Annual Pink Ribbon tournament in October. Eileen Mahony will present her Edinburgh fringe show in November and then the Santa tournament will take place in December as usual.

Bob also advised the CC that the Chair and he were considering whether it would be useful to have a Member survey for the purpose of gauging views of the Club and Members' tennis experience but also to get some more information on the Clubhouse Regeneration Project. Bob asked the CC whether they supported such a survey. The CC agreed that a survey would be useful and Bob agreed to work with Gillian Kerr to develop the survey questions and then circulate to the CC for comments before a target issuance in November. **Action:** Bob to prepare with Gillian Kerr the draft survey questions and circulate to the Committee for comment.

The Chair also advised that a Newsletter will be issued in the next month or so to advise the membership on developments.

5. Finance Update

The CC was advised of the policy that had been developed by the Chair, Subscription Manager and Vice-Chair to deal with residual funds in MyCourts from ex-Members as follows:

For amounts in credit exceeding £100, the Club will reach out to the (old) Member and send the funds to them if they provide bank transfer details and instructions
For amounts in credit that are less than £100, the Member will be repaid upon request.

For any transfer, a reasonable administrative charge will apply (suggest £10)
After 180 days, no further action will be taken by the Club and the funds will be forfeited to the Club.

The CC **approved** the above policy.

6. AOB

The items set out under Tennis Committee (1) and (3) were formally discussed under AOB at the meeting but summarised above.

The meeting ended at approximately 9:45 pm.