



**WINDSOR LAWN TENNIS CLUB  
ANNUAL GENERAL MEETING  
22ND February 2022**

**Welcome**

The AGM was hosted by Mark Player, the Club Chairman, with the committee in attendance.

**Apologies**

Jack Allan  
Emma Stanley

**AGM Meeting Minutes – 2022**

The following documents had been sent to the Members on 16<sup>th</sup> February prior to the AGM

- Document highlighting the club performance for 2021 and plans for 2022
- Company Accounts

Minutes of the 2021 AGM were available to any members attending the meeting. The Chairman asked whether those minutes could be taken as read and approved.

The minutes were approved by the committee.

**Agenda for AGM 2022**

- Financials
- Review of 2021 & Plans for 2022
- Awards and Captains
- Election of New Committee
- Q&A

## Finance

### Profit and Loss Account: year ended 31 October 2021

|                                   |  |                    |                    |
|-----------------------------------|--|--------------------|--------------------|
| <b>Income</b>                     | <ul style="list-style-type: none"><li>• <b>Membership</b> – 2 month subs refund both years</li><li>• <b>Court Hire</b> – 4 month winter closure</li><li>• <b>Other</b> – shop rent.</li></ul>              | 169<br>21<br>2     | 130<br>40<br>3     |
| <b>External</b>                   | <ul style="list-style-type: none"><li>• <b>Physio</b> – constant.</li><li>• <b>Active Tennis/guest fees</b> – longer closures</li><li>• <b>Mast</b> –</li><li>• <b>Car parking</b> - Mountbatten</li></ul> | 24<br>30<br>7<br>9 | 24<br>37<br>7<br>9 |
| <b>Bar</b>                        | <ul style="list-style-type: none"><li>• <b>Net Margin</b> – sales £13k down (longer closure)</li></ul>   | 5                  | 14                 |
| <b>TOTAL INCOME</b>               |  | <b>267</b>         | <b>264</b>         |
| <b>Admin</b>                      | <ul style="list-style-type: none"><li>• <b>Salary</b> – government subsidy £29k (£14k prior)</li><li>• <b>Other</b> – Bank fees on subs.</li></ul>   | 66<br>31           | 79<br>29           |
| <b>Maintenance</b>                | <ul style="list-style-type: none"><li>• 2020 includes £13k terrace repairs offset by £10k VAT reclaim.</li></ul>   | 66                 | 73                 |
| <b>PROFIT BEFORE DEPRECIATION</b> |  | <b>104</b>         | <b>83</b>          |
| <b>Depreciation</b>               |  | 67                 | 64                 |
| <b>NET SURPLUS / DEFICIT</b>      |  | <b>37</b>          | <b>19</b>          |

Strong financial results with a surplus before depreciation of £104k vs £83k the previous year

Subscriptions well ahead of last year with a significant increase in membership. Lower indoor court bookings and lower bar takings due to the closures.

The club benefitted from furlough payments from the government - £29k. Overall costs £18k lower than last year. Staff and clubhouse maintenance fell due to closures.

### Cash flow

|   |     |            |
|---|-----|------------|
| <b>Oct 2020 - CASH</b>                        |     | <b>233</b> |
| Profit before depreciation                    | 104 |            |
| Capex - Court 10 (part), Lights (Court 10/11) | 32) |            |
| Loan repayment (LTA)                          | 7)  |            |
| Working Capital                               | 13) |            |
| <b>Total Inflow</b>                           |     | <b>52</b>  |
| <b>Oct 2021 - CASH</b>                        |     | <b>285</b> |

£32K capital expenditure for 20/21 included the completion of court 10 refurb and court 10/11 lights.

### Balance Sheet

Thousand £

Oct 2021 Oct 2020

|                               |              |              |
|-------------------------------|--------------|--------------|
| Cash (current + sinking fund) | 285          | 233          |
| Fixed Assets                  | 1,009        | 1,044        |
| Stock + Debtors               | 15           | 10           |
| <b>Total</b>                  | <b>1,309</b> | <b>1,287</b> |

Thousand £

Oct 2021 Oct 2020

|                   |              |              |
|-------------------|--------------|--------------|
| Creditors & loans | 80           | 95           |
| Reserves          | 1,229        | 1,192        |
|                   |              |              |
| <b>Total</b>      | <b>1,309</b> | <b>1,287</b> |

### Budget 2021/22 Cash flow

|                                   |      |             |
|-----------------------------------|------|-------------|
| <b>Oct 2021 - CASH</b>            |      | 285         |
| Budget Profit before depreciation | 82   |             |
| Capex - court 11                  | (65) |             |
| Capex - changing rooms            | (65) |             |
| Other capex (contingency)         | (23) |             |
| Loan repayment                    | (7)  |             |
| <b>Total outflow</b>              |      | <b>(78)</b> |
| <b>Oct 22 - CASH</b>              |      | <b>207</b>  |

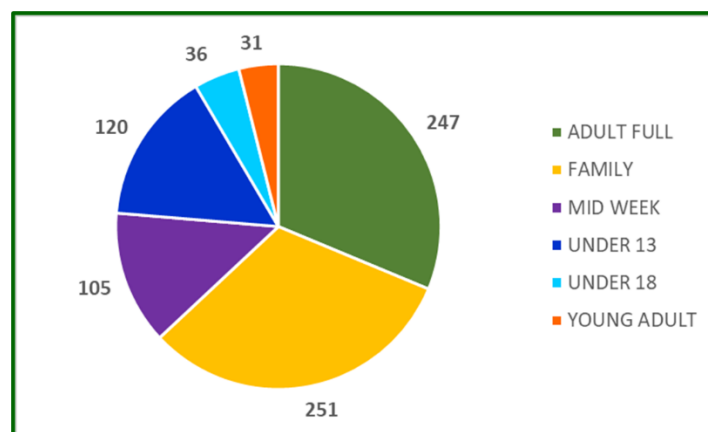
£153k. major investment projects are planned for 2022.

- £65k resurfacing court 11
- £65k refurbishment of both changing rooms.
- £23k contingency budget for other capex

### **Membership & Court Bookings**

Membership has grown to approx. 800 members. A cap has been put on Full Adults/ Family memberships to protect demand for courts at peak times.

It was noted that the LTA operate on 100 members per court ratio, significantly higher than WLTC.



The members present felt that removal of Block Bookings provided more opportunity to more members to book courts, the change was well received.

The Committee confirmed that the required cancellation of bookings was to be changed from 24hrs to 48 hours, and that the court booking time was to be moved from 24:00hrs to 22:00hrs

## **Review of 2021/ Plans for 2022**

### **Club Facilities**

General improvements made through 2021

- Painting, new nets, new benches, a defibrillator, clay court drag brushes.

Major investment:

- Court 10/11 LED lights

### **Plans for 2022**

- Access controlled doors to provide extended opening hours for indoor courts (March)
- Refurbishment of Changing rooms and reception area (April)
- Resurfacing of court 11 (May)
- Relocation of GM/ Coaches office (TBA)

### **Social**

WLTC continue to support a strong programme of social activities both on and off the court.

- On court social includes; Club Night, Charity Tournaments, Tinsel Tennis, Pickleball
- Off the court social includes: quiz nights, Summer and Christmas parties, Platinum Jubilee celebrations and among other ideas developed by social committee.
- A calendar of upcoming events was handed out to the attending members, attached to the minutes for reference.

### **Coaching Programme**

- Active Tennis has moved to be 100% online.
- Andy and team have taken up responsibility for day-to-day maintenance of courts and management of all tournaments
- Coaching sessions have been allocated to provide WLTC Teams with training sessions
- Andy holding introductions with all new members to welcome and assess their tennis level.
- Active Tennis Academy producing some great junior talent with 23 juniors selected for county training

### **Competition**

- The Closed club tournament will return to its normal format this year after operating a reduced format last year in response to Covid
- We are proud to announce that the Thames Valley Senior Tournament will be held at Windsor from 6<sup>th</sup> – 10<sup>th</sup> September.

### **Team Captains**

Men's Captain – Ben Hawker

Mixed Captain – Pete Stephens

Ladies Captain – Vacant

Thanks were given to Karen Morean who after 3 years has stepped down from the role as ladies captain.

## **Volunteer of the Year**

### **Pete McCarroll**

Recognised for his friendly face around the club and frequent assistance in the planning of the social tournaments. In particular his invaluable support at the Junior Open. Thank you Pete.

## **Election of New Committee 2021**

No new nominations were received, The Committee remains as per 2021

Director – Mark Player

Director - David Stephens

Club Secretary – Sandra Parkinson

Club Treasurer – David Stephens

Committee Member - Bikram Chopra

Committee Member – Ajey Kaushal

Committee Member – Glen Morean

Committee Member – Emma Stanley

Committee Member – Ian Fletcher

Committee Member- Stephanie Fernandez

Committee Member - Andy Mustill (Head Coach)

Committee Member – Jack Allan (Club Manager)

## **Questions raised:**

1) Is there an opportunity to build an additional 2 tennis courts over the car park?

- A. The proposal whilst interesting would be both very extensive and expensive. Whilst the matter would be discussed at the next committee meeting Mark highlighted that big projects such as this are difficult to manage given the limitations on resource.

It was also emphasised that our focus is on sustaining members rather than growing the club commercially.

2) Can we install 'Bubbles' over some of the outdoor courts in winter?

- A. This was deemed a great suggestion, to costs and logistics to be explored by the Committee

3) Could we re-introduce Volunteer Days at the club, these were seen as a great opportunity for members to help around the club

- A. The committee felt this was a good suggestion, to be discussed at the next committee meeting

4) Could the number of courts allocated to Club Night in summer be increased. Currently 6 courts allocated leading to long wait times in between games.

- A. To be discussed and agreed prior to Club Night moving back outside for Summer.

5) With the introduction of remote access members will be using the facility when no staff are present. Where does the liability sit if a member has an accident

- A. The liability sits with the members, WLTC is not required to provide a 1<sup>st</sup> aider when members chose to play when the club is unstaffed.

## 2022 Fixtures and Events

|                               |                                    |
|-------------------------------|------------------------------------|
| New Members' Meeting          | 10th February ✓                    |
| AGM                           | 22nd February ✓                    |
| Spring Quiz Evening           | 25th March                         |
| Kay Mustill Tournament.       | 4th May                            |
| French Open                   | 22nd May                           |
| New Members' Meeting          | TBA June                           |
| Summer Party                  | 18th June                          |
| Club Closed Tournament Finals | 26th June                          |
| Wimbledon Open                | 3rd July                           |
| Windsor Open Tournament       | 17th - 23rd July                   |
| Seniors Open Tournament       | 6th - 10th September               |
| USA Open                      | 11th September                     |
| Macmillan Competition         | 24th September                     |
| New Members' Meeting          | TBA October                        |
| Generation Gap Competition    | 9th October                        |
| Autumn Quiz Evening           | 28th October                       |
| Waves for Wishes Competition  | TBA November                       |
| Mini Club Closed Tournament   | 6th November                       |
| Tinsel Tennis Competition     | 2nd December                       |
| Christmas Party               | 10th December                      |
| Children's Christmas Party    | TBA December (organisers required) |

Key: Green = Club Red = Tennis Staff Blue = Social Team