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BATH STREET MARINE TABLE TENNIS CLUB General Management Committee Meeting - Held 15 March 2018

Present: Ian McElwee (Chairman), Graham Turner (Secretary), Ian Brownrigg (Treasurer), Lesley Blanchard, Mary Delamere, Keith Hardman, Des Logan and Dave Noden.

1. Introduction

The Chairman opened the meeting at 7.45pm welcoming all members of the Committee. The agenda had been circulated in advance.

2. Matters Arising from Minutes of Last Meeting

- a. The revised Club Constitution agreed at the SGM on 12 January had been published and was now on the Club website as is a copy of the Minutes of the SGM and the last Man Com meeting on 28 Dec 2017.
- b. There were no other specific matters arising from the Minutes; all items being covered by matters on the agenda.

3. League & Table Tennis Update

The Secretary reported on the following matters;

- a. In the L&DTTL, the 1st Team are mid division 1, the A & B Teams occupy top and bottom spots respectively in division 2; the C & D Teams are respectively 4th and 3rd in division 3; the E Team has picked up in the second half of the season and is now mid table in division 4. And in division 5, the F Team are holding up the whole league, and the G Team are just above them – but both teams are enjoying their table tennis and the G Team has provided opportunities for juniors to play and they have performed well at this level.
- b. In the respective Divisional Cups, the C Team had reached the semi-final of the Div 3 Cup but had lost out against the division's top side.
- c. In the Veterans Cup the club has 4 teams in the Quarter Final stage which is being played next week. All 4 teams will be playing at Marine.
- d. The League has just announced plans for a Summer League to be run at Anfield on a Monday evenings. Players of any standard can take part, a great opportunity to meet different players and enjoy some short fun matches, just 5 sets. Any players or teams interested should advise the Secretary as soon as possible.
- e. Two great promotional opportunities exist in Liverpool city centre over the coming weeks. First a Ping Pong Parlour has been opened in St John's Shopping precinct. There are 3 tables, and anyone can pop in and play table tennis for free. This is a great opportunity for players to attend and promote table tennis and their clubs. Also, the Liverpool One events team will be operating 4 outdoor tables in L1, again providing an opportunity to play and promote table tennis. Both activities would benefit from the active participation of table tennis players.

The Chairman said he would also like to bring to attention one other table tennis matter and asked that it be recorded in the Minutes. This was to note that the Club Secretary had gained a 'Volunteer of the Year' award from Liverpool City Council for his work in supporting local table tennis.

4. Property Project Update

Secretary reported that:-

- a. The Club has now received a formal offer of terms from Marine AFC for use of their site for a new table tennis room. A copy of their letter of 6 March (which forms part of these Minutes) was distributed to each member. After discussion it was confirmed that the Club agree to these terms.
- b. Following expressions of concern about the height and width of the original portable building being

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considered for the new table tennis room, Eagle Containers had been asked to quote for a new size unit of 50ft long, 24ft wide and 10ft high. As this would be a brand new bespoke unit, rather than an existing already fabricated unit, the cost had risen substantially and now stood at approximately £60,000. As a result, the total project cost was now estimated at £75,000. This new proposed unit would however provide all the club needed.

- c. The Club's bid for Sport England funding had been revised to take account of the increased cost, and this bid is now being actively considered, with the full support of Sefton Borough Council.
- d. The Club is also continuing to explore other possible funding sources and has made a bid for a grant to the Duchy of Lancaster Benevolent Fund and is also working with David Bell to explore funding opportunities.
- e. Bill O'Hara has been assisting the club as architect, giving his services free of charge. He has prepared drawings for applying for planning consent and will be assisting the club with that.
- f. The Club will also be exploring other quotes for a similar unit, to ensure that Eagle is offering the best value. A quote has already been received for a brick-built unit which comes in at around £120,000. However, a brick built permanent structure is not the club's preferred option as it would in effect immediately become part of the land and thus become the property of Marine AFC. This meant that if the lease was broken by either party, the club could entirely lose its home.
- g. All is therefore now dependent on funding and the club needed to re-double its efforts to raise funds. All suggestions in this area most welcome. It remains the Club's aim to replace the present club room this summer if funding allows, so that the new room is ready for the next season, and the hall is completely cleared in time for Marine's demolition plans.

5. Finance Update

Treasurer reported that the current balance of cash on hand and at bank is £5,870. Most membership fees had now been collected and there are just a few league playing members who pay a fee to play occasional league table tennis for the club from whom amounts are to be collected at the end of the season. The Treasurer and the Secretary will work together to identify these and send a charge for the appropriate amount.

During the discussion it was mentioned that the club pay a small amount (£20) per month to Marine for cleaning of the room. It was felt that the members could effectively undertake this themselves and Keith agreed to take responsibility for organising this.

6. Fund Raising & Social Functions

Keith reported that:-

- a. He had now fully taken over the social organiser role from Mary. A new book of account had been prepared covering the minor amounts of funds contributed by our social and recreational daytime members for refreshments and so on. There is currently £228 in this fund, which supports the daytime activities.
- b. The next social and fundraising event is on Friday 23rd March at Marine. This is being supported by Hi-Crest Roofing who are contributing £150 to the event. Tickets for this are going well.
- c. It is planned to hold an end of season dinner and dance at Marine. The suggested date for this is Friday 1 June. After discussion it was agreed the ticket price should be £10. This is not intended as a fundraising event but should give a small profit to the club after the costs of the hot meal and the live band.

It was agreed that there was a need to engage the widest possible support for social and fundraising events. And the Secretary stressed how important it is now to take every opportunity to engage in fundraising. Treasurer reported that he had found several websites that might be explored further for fundraising. It was also suggested that the Club might explore the charitable foundations connected to the two Liverpool Football Clubs.

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7. H&S Update

Keith reported that a number of light bulbs and tubes had been replaced. There had been some recent water ingress that had damaged some of the club's photographs. This had been repaired and the fly infestation also seems to have been cured. It seemed though that new processes which had started off well were now not being followed. For example, an unidentified person had recently removed smoke and carbon monoxide detectors from the walls, without recording the fact and the reason in the relevant safety book. It was possibly due to batteries running low, but if this kind of thing is not reported and recorded the batteries can't be replaced. It was suggested that a notice be posted in the room about equipment and maintenance, and that perhaps Keith and his deputy Des could arrange weekly property inspections to ensure that everything is in order. This could perhaps be combined with hall maintenance and cleaning. All members will however be urged to use the recording books displayed in the hall to note down any issues about the hall and equipment.

8. Use of TT Room by Other Groups (Including Non-Members)

Secretary reported that there were two broad issues.

- a. First, it had been made clear by Sefton Borough Council in discussions over the new building and the Council's support for the project that there is an expectation that the room will be made available for community use in the widest manner possible. The Club could not expect to have the room only available for members for table tennis exclusively. But of course, any such alternative use would have to be by agreement and at times when there were no other specific sessions operated by the club.
- b. The second issue was more specific and had arisen out of a request by Ryan Jenkins for use of a table for 1.5 hours for a private coaching session. Secretary had agreed that request, it had been arranged for a time when it was understood there was no other specific use, and it had been agreed on the basis that the use would either be paid for in cash or would be exchanged for time of the coach for coaching of our own club juniors. The latter had taken place and had been a positive help on an occasion when Ian Mc could not be present. All coaching sessions need to have a minimum of 2 adults present throughout. This particular session seemed to cause some disquiet amongst a few members, possibly because the person being coached was a non-member.

There was an extensive discussion of the issues. It was understood and accepted by all that alternative uses would have to be considered, and this did provide an opportunity to generate cash to help with running costs. Suggestion was made that a booking chart be placed on the wall, as there were also occasions when members came to the building hoping to play or practice but could not get table time. The problem with this was who should control the bookings. Secretary stressed that as the club's administrative officer he needed to be kept aware of all use, especially for specific sessions, and of any use that was considered 'exclusive' to particular groups – such as Monday afternoon junior coaching, and the Tuesday & Wednesday morning social recreational sessions and so on.

It was agreed that the Secretary would update the present schedule of formal sessions, to cover every weekday morning, Monday & Friday coaching sessions, Sunday evening and Monday afternoon player sessions, and all weekday evenings in the league season for league matches. This still left considerable opportunities for additional sessions or for hire for alternative use, including private coaching sessions. Any such alternative use by non-members should be agreed with the Secretary, booked in advance, and members will be notified in advance if the hall is not available for general use. This will be charged on a commercial basis at a suggested rate of £10 per hour. Non-members wishing to use the hall for table tennis do of course have the option of applying for membership, and if accepted they could then enjoy the same use as all other members.

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9. Preparing for the End of Season & AGM

It was suggested that the AGM be held on Wednesday 23 May. Chairman to check his diary and advise Secretary if this date is suitable (subsequently confirmed).

Secretary reminded members that some current members of the Man Com had indicated an intention not to serve next year, and that the current Man Com could not therefore assume that the current management would continue. Chairman reported that he too may have to stand aside at the end of the year due to family pressures, and Secretary also thought it likely this would be his last year of service. Members were therefore asked to give serious thought to succession and the future and it was agreed this would need to be a subject for discussion at the next Man Com meeting ahead of the AGM. That meeting will also have to consider and approve fee proposals for the next year which will then be put to the AGM. It was suggested the next Man Com meeting be on 19 April.

Mary asked if some further membership application forms could be provided as there were a further couple of potential new members. Secretary to provide.

There being no other business the meeting was concluded at approximately 10pm.

Graham Turner (Secretary)
15 March 2018