

## North Somerset Tennis League AGM Minutes

Thursday 10<sup>th</sup> September 2015 at Winscombe Lawn Tennis Club

1. The Chairman, Peter Hucker, welcomed the President, David Pottow and all representatives from the clubs in the League. There were no apologies for absence.
2. **Minutes:** These had been circulated to all clubs prior to the meeting and were unanimously accepted as a true record.  
*Proposed: Wrington                      Seconded: Brent Knoll*
3. **Chairman's Report:** Peter said that as this had been his first year as Chairman, he was pleased to report that it has been a good year with the weather, on the whole, not causing too much disruption.

His thanks go to the President, David for his support and advice from his long experience within the League and also to Carole, the Treasurer. Special thanks also to Jenny who has been very committed to her role as Secretary and never let him overlook anything.

Thanks also to the other members of the Management Committee for their help when problems have occurred. Phil Hunt has done a tremendous job with both the fixtures and the results. This is a most demanding task and Peter urged everyone to make his job a little easier. Badly completed results cards give him much extra work. Peter gave examples such as: no divisions shown, club names missing, teams not entered and cards not posted. All respective Captains to be asked to ensure results cards are fully completed before being submitted.

He gave congratulations to Wedmore A Men's and Cheddar A Ladies' for being Champions of the Summer League and also Wedmore A Mixed and Bridgwater A Vets for winning the Winter League.

Finally, he thanked everyone who volunteer their time to support the North Somerset Tennis League.

4. **Secretary's Report:** Jenny began by saying that a new template design for writing up fixtures had been e-mailed to everyone. This will make life a lot easier and quicker when it comes to writing up fixtures. It also leaves a lot less margin for error and so will make collating the fixtures easier – with particular reference to the 8 different formats used previously for just one time slot and then also for dates.

Despite the year rolling over to 2015, she had received a lot of fixtures that were being played in January, February and March 2014 which sent her spreadsheets into a frenzy!

This is an indication of all the work that needs to be done before anyone even makes a mistake! She sent out 37 e-mails a year ago querying fixture discrepancies as one club had a different date/start time to their intended opposition.

All those arranging fixtures on the evening of the AGM were urged by Jenny to be extra careful and ensure the exact same date and time were recorded as that of the intended opposition.

She had also received fixtures in various different formats from the excel spreadsheet template provided. Tables had been written by hand and posted for her to type up, listed within an e-mail, typed in Word, scanned in as a photo image and e-mailed for her to type up as well.

She knows not everyone is keen on using computers and the new format may not work with older versions of Excel, but **someone in each club** will be able to fill in the attached form in less than 10 minutes. If anyone is having problems please ask a club member for help.

The Secretary also stated that she had been contacted many times during the year with questions that were easily answered by looking on the NSTL website. She requested that all clubs should post details from this website on their notice-boards (contact names, rules etc) and that the contact list should contain back-up contacts (ie Club Chairman details) should any of the contacts be unavailable.

She had also attached a sample calendar which she had proposed at the last committee meeting. She felt it would be a good idea to publish on the NSTL website, and distribute to all clubs at the start of the tennis year, a calendar stating important dates and deadlines for the coming year. Everyone will then know what is expected of them, and by what date, so committee members will not continually have to chase clubs for team entries, money, fixtures etc. She particularly recommended bringing forward the AGM next year to allow more time before the season starts.

Jenny finished by saying that **members of the committee are volunteers. It is in the interest of the League if EVERYONE does their bit correctly and on time in order to make life as easy as possible for the people who offer to give up their time to enable us all to enjoy our tennis.**

6. **Treasurer's Report:** Carole Carter said there is a surplus of £109.36p and recommended that the League fees stay the same. Also that the accounts are available for anyone to view. She thanked Peter, the Chairman for doing a grand job and Philip for all his help. The accounts were accepted.

*Proposed: Wedmore*

*Seconded: Clevedon*

