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### **BATH STREET MARINE TABLE TENNIS CLUB General Management Committee Meeting - Held 19 July 2019**

Present: Bernard Cooney (Chairman), Graham Turner (Secretary), Ian Brownrigg (Treasurer); Lesley Blanchard, Mary Delamere, Keith Hardman, Des Logan, Doreen Smith and Jennifer Givens.

#### **1. Introduction**

The meeting commenced at 7.30pm with the Chairman welcoming all. An outline agenda had been circulated in advance.

#### **2. Apologies for Absence**

Received from Sue O'Connor.

#### **3. Matters Arising from Minutes of Last Meeting**

a. Chairman asked for an update on membership issues. Treasurer provided details of the numbers already signed up by way of monthly SO and those who had made a single payment of the total. 4 league playing individuals are under investigation with the Secretary; and the Treasurer is pursuing all remaining 'social' members about their intentions for the current year. The fact the club has been closed since the end of April has made pursuit difficult.

There is also a need for new membership application forms and a new 'welcome' information leaflet. The former is available through the club website.

b. Mary drew attention to an omission from the Minutes. This was the proposed Wednesday afternoon community tea session, targeting individuals for whom loneliness or isolation might be an issue. This is planned to be held in the Marine building. Potential funding might be available through SBC's Funding Community Resilience grants. This activity was endorsed by the Committee and is aimed to commence in September. MD will take forward.

#### **4. Property Project Update**

a. Lease – this is now complete. Secretary is now awaiting the final and signed copy. Once received it will be sent to Sport England. The Club's solicitors will then register the club's title in the site.

b. Finish – the building is now finished; snagging is being addressed and it is hoped that all will be complete very soon.

c. Blinds: 3 quotes have been received for window blinds 2 at £300 and 1 at £275. These are from Sunset Blinds, Waterloo Blinds and XL Blinds. A further possible supplier is being considered. This item is to be funded independently. KH & BC will take forward.

d. Insurance: A quote has been received through Gallagher's, for £537.50 with PLI or £384.88 without. PLI is not needed as the club is covered through the TTE Premierclub cover. A second quote is being investigated. IB & DS are taking this forward.

e. Address: DS reported on progress. The relevant fee of £48 has been paid, and we are now waiting for SBC to issue the new address. DS will take forward.

f. Name Sign: GRT updated on this. The current sign was generously provided free of charge. The club had however made a mistake with colour and this will be changed.

g. Corporate Structure: It was agreed that although the club had not been able to use a new corporate identity in entering into the lease; nevertheless the club should pursue establishing a corporate identity with a view to moving things across to the new company at a convenient future time to be agreed. GRT & IB to take forward.

h. Keys: It was agreed that the club should initially purchase 25 keys. A key will then be provided to each member of the Man Com and each league team captain. Any other member seeking a key will have to give their reasons, be approved by the Man Com and agree the terms and responsibilities

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that come with being a key holder. A fee of £10 will be payable to the club for any such key issued. A record will be kept of all keys and to whom they are issued.

- i. Alarm: A quote of £300 received from Verisure. GRT to ask at Eagle about this, as there was a suggestion it would be part of the build.
- j. Exterior Light: Marine are attending to this at their expense.
- k. Smoking: It was agreed that no smoking or vaping would be allowed anywhere within the new building.
- l. Trees: There is still contact with the building from trees on one side. The club will need to address this. It was suggested that the Marine Groundsman may be able to help. BC & KH will take forward.
- m. Skirting: Marine are concerned that individuals could crawl under the new building. The cost of infilling is estimated at £500; this is to be deferred for the time being.
- n. Water & Electricity: billing will initially come through from Marine. It is not known at present whether that will be in the form of a single bill from the utility company to the TTC or a divided part of Marine's bill. This will need to be watched carefully.
- o. Bicycles: are not to be allowed anywhere in the building.
- p. Opening: an informal opening will be held on Friday 26 July at midday. The Grand Opening will be agreed with Sport England for a later date.
- q. Chairman said that the new building will need a H&S Risk Assessment and a COSH certificate. GRT to initially ask Eagle about such certificates.
- r. Storage: There was a considerable debate. The alternatives are to either screen off a corner of the main room or find an alternative way to store the items currently in the corner. It would be preferable if as much of the playing area as possible could be left in tact.
- s. Finance: IB reported that the only bills currently outstanding are £57k for the new building, £2,023 solicitors' fees and £110.40 for the final water connection fitting. The solicitor fee needs to be paid immediately so that the lease work is finalised. The building should be paid for by the SE grant. However, having paid all the bills it leaves the club's funds seriously depleted. The latest figures suggest that on the property project the final deficit is around £6k. This needs to be filled urgently. The monthly income from SO's is about £662.50 which should provide sufficient to at least pay the site rent. IB & JG have spoken with the HSBC about overdraft facilities and have provided info requested. This is ongoing. It was agreed that as an immediate last resort, 6 members would 'loan' a sum of £1000 to the club. GRT to draft a form of words setting out terms for this. No interest will be charged over a 12 month period. Chairman expressed his appreciation of members willingness to do this. IB to take forward. In the meantime the club will continue to explore all possible angles for new finance. The need however is urgent and immediate.

### 5. Club Tournament

This is on 7 September at Anfield. LB will lead on this. Invitations to participate are to be prepared and issued and Doug & Phil will again be asked to assist the administration on the day.

### 6. League Update

GRT reported that since the last meeting, and following discussions with all parents, it had been decided to enter a new 'junior' team into the Liverpool League for 2019/20 season. This brought the club's entry up to 9 teams. Having a junior team did however have consequences on playing nights and with the co-operation of prospective team captains some changes had been proposed. The new junior team will play on Friday's, the E Team will move to Thursday's and the F & G Teams will share Monday nights.

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### 7. MITC

Chairman said there was nothing further to report on involvement with MITC. The club will continue to support where it can, and it had been agreed that any proceeds from events specifically run by BSMTTC will come to the table tennis club. Involvement with this will be kept consistent with the club's primary aim of operating a table tennis club and promoting the sport of table tennis as an activity for the whole community. The afternoon teas were covered earlier in the agenda. GRT asked that if the club is involved in MITC events it would be great to have a brief report and pictures so that the club can record and herald its involvement in the community.

### 8. Any Other Business

- a. Part of the newly installed notice board will be used to show pictures of the club. More will be kept in a new history book to be prepared. Such a book could also be used to capture the stories of long serving members of the club, such as the President.
- b. DL brought forward a fund-raising idea that he is investigating. This involved an element of ticket selling. The Club however cannot publicly market a draw as it is not registered to do so. DL will continue his research and report back to IB in due course.

There being no other business the Chairman declared the meeting closed at 10pm. The next Man Com meeting will be on 16 August at 7:30pm. JG will take the minutes for that in the absence of the Secretary.

Graham Turner (Secretary)  
19 July 2019