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### **BATH STREET MARINE TABLE TENNIS CLUB General Management Committee Meeting - Held 20 June 2018**

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

#### **1. Introduction**

The Chairman opened the meeting at 7.30pm welcoming the new committee and especially those serving for the first time. He emphasised that these were important times for the club and so he hoped it would be possible to continue regular meetings of the management group enabling us to successfully manage the change to new premises if this materialised. He hoped to encourage transparency in all we do and open communication to ensure that all are aware of our aims and objectives, working together for the good of all members of the club. Ian explained that it was proposed to co-opt Jenny Givens onto the Management Committee to assist the club secretary in particular with regard to the Liverpool league programme. The agenda had been circulated in advance.

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

Received from Mary Delamere and Jenny Givens.

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

- a. Chairman referred to item 3(a) of the Minutes of the meeting on 26 April. This has yet to be followed up. GRT & KH were asked to resolve the matter.

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

Secretary summarised where we are to-date. The primary plan remains to relocate to a new table tennis room on the Marine site for which the club would have full responsibility for costs. Approximately £72,000 is needed to complete the project. Of this £10,000 is being received by grant from Sefton Borough Council and £5,000 will come from the club's own resources. A funding bid had been made to Sport England for £57,000. Secretary reported that he had received a response from Sport England on 14 June saying, "The panel liked your project and have now asked that I carry out the eligibility check on your organisation and get some further information to make a final decision". Further the panel will be meeting again on 3<sup>rd</sup> July and providing all information is before them for that date it is expected that a final decision will be given in the following week. However, Sport England have said that the maximum grant they will make is £45,000. GRT gave details of the additional information requested and explained that 4 of the items had already been provided and the information collected for 2 other items. All that is awaited is a detailed estimate from Eagle Containers. A draft lease has been obtained from Marine AFC.

Secretary said that in his opinion the property project needed to be the club's first priority in these days but also the ordinary business of the club needed to be kept up to date and moving. Every member is needed to take an active part in promoting the property project. As a group we needed to think urgently about how we might generate an additional sum of money so that if the Sport England funding is obtained the project can immediately proceed and be debt free. He explained that 'loan' finance was potentially available through Eagle Containers and/or L&DTTL, both of whom had already been sounded out about the possibility. All possible sources needed to be explored and help in doing this was required. GRT confirmed that SBC were aware of the potential shortfall and had been asked if they may like to contribute more, and David Bell, whose Integer Group had already offered some funding support had also been advised of the shortfall and asked whether there might be other funding providers available to help. The Club should also look at any possible sponsorship as well as possible crowdfunding and Everton in the Community. All members should be advised of our aims and need and

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a written management plan issued to all.

It was agreed that a sub-committee of GRT, IB, BC & DS should work together to take the property project forward.

### 5. Allocation of Roles

Chairman said he felt it was helpful for all Man Com members to have some specific identifiable roles. The following was agreed:

- a. Health & Safety Officer – Keith Hardman assisted by Des Logan.
- b. Welfare Officer – Mary Delamere
- c. Social Secretary – Keith Hardman, and team
- d. Junior Liaison Officer – Des Logan
- e. Housekeeping – Lesley Blanchard
- f. Fixture Secretary – Jenny Givens
- g. Property Project Team – Secretary, Treasurer, Bernard Cooney & Doreen Smith

### 6. League Table Tennis Update

The Secretary reported on the following matters;

- a. There had been a meeting of last season's club captains plus Chairman & Secretary to consider how many teams the club might enter into the L&DTTL for the 2018/19 season. The recommendation had been 8 teams and it was agreed this should be the club entry.
- b. Consideration is still being given to how to provide the best opportunity for the club's juniors for the forthcoming season. The L&DTTL are hoping to again run a JDD, but this may not be the best for the 3 most experienced juniors; and equally for the 2 younger ones ordinary participation in the league may not be appropriate because of the late finish of matches. The League are however considering special arrangements for a junior team in Div 5 of the League and this might provide an opportunity for 2 juniors, with the third taking a regular place in one of the senior teams.
- c. The Club has 3 teams playing in the experimental L&DTTL Summer League. That league is operating on Monday evenings at the Anfield centre and is proving very popular.
- d. Secretary also reported on discussions he had had with Linacre TTC who were struggling to find enough players for their 1 team for next season, those discussions included an invitation for Linacre to consider becoming a satellite team of BSM. GRT had also had discussions with St Anne's TTC who are struggling for a venue for next season. However, because of the nature of that club their preference is for a Liverpool city centre venue.

### 7. National Table Tennis Day

This is on Wednesday 18 July, a day when there is usually a lot going on at Marine. It was hoped that the day could again be used to promote the club in the local community. It was agreed that the Social team should take this forward with the possibility of an open coffee and cake morning and outdoor table tennis. Table Tennis England had prepared a tool kit to help clubs prepare for this and a copy of this was provided to KH for the social team to consider. Hopefully last years banner could again be used, with a date change. It would be useful to once again try and engage the local newspaper.

### 8. Ping! Charity Event

Secretary reported that the St John's Shopping Centre in Liverpool are holding a charity fundraising day on Saturday 23 June in the St John's Centre and the Ping Pong parlour will be part of that. Any players or volunteers would be most welcome to help and support. The event will run from 11am – 3pm.

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### 9. Finance Update & Fundraising

- a. It was reported that an unexpected profit of £261 had been made on the end of season social event. And as a result there is now a surplus of £428 in the social account. It was agreed that for transparency a significant surplus should not be kept aside from the main account. The end of season social had been an excellent event and the surplus quite unexpected as that event had not been aimed as a fund raiser.
- b. It was agreed that a letter should be issued to all members inviting them to pay their fees for 2018/19; a draft for this had already been agreed with the Treasurer and Chairman. Secretary will issue.
- c. It is expected that the next social fundraising event will be in September however consideration will be given as to how 18 July might be used.
- d. It was agreed that the Club name on our Bank statements and account needed to be changed consistent with the SGM resolution of 12 January 2018 which formally adopted Bath Street Marine TTC as the club full name.

### 10. H&S Update

Keith reported that all was up to date. There had been two minor incidents since the last meeting, and both had been recorded. Fortunately, neither resulted in any significant injury to an individual. Some major cleaning of the table tennis room had been undertaken, and the room was now much tidier.

### 11. Any Other Business

Two additional items were raised by the Secretary.

- a. GDPR: Secretary explained that the new data protection regulations would equally apply to the club. The L&DTTL had indicated that it was developing a privacy policy based on the new TTE model and would be offering this to clubs. It was agreed it would be sensible to wait on that before taking further steps, however the club would need to have a privacy policy, would need to advertise that fact and it may be helpful to have an appointed person to act as data officer. Currently only the Secretary and Treasurer hold data on behalf of the club and only for genuine purposes of administering the club, keeping members informed and meeting the club's obligations relating to participation in the L&DTTL. The Club needs to ensure that it is compliant with the new regulations as personal data and individual's privacy are very important matters.
- b. Club Tournament: It was agreed the club should have a tournament again this year and it was suggested this could be either at Crosby High or Anfield with possible dates being Saturday 1<sup>st</sup> or 8<sup>th</sup> September with a Finals Night at Marine. A small sub-group of Chairman, secretary and Lesley Blanchard will take this forward.

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

Graham Turner (Secretary)  
20 June 2018