

LODDON & CHEDGRAVE PLAYING FIELD COMMITTEE

C/O Loddon Town Council: The Old School,
Church Plain, Loddon, Norfolk, NR14 6EX
Tel: 01508 522020 | Email: PFC@loddontowncouncil.gov.uk

Dear Members, you are summoned to attend the meeting of the **Tennis Club Subcommittee**, to be held in the Hollies Rear Hall on Friday 5 July 2024 at 1.00pm.

Members of the public are welcome to attend in person and will be provided with an opportunity for public participation under *Public Forum*.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Signed: *Emily Curtis* (Clerk)

Dated: 27 June 2024

AGENDA

1. **Welcome and meeting etiquette (and to note if anyone wishes to record the meeting)**
2. **To receive and consider apologies for absence and consider accepting them**
3. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
4. **To approve as a correct record, the minutes of the meeting held on the 26 April 2024**
5. **To receive an update on matters arising from previous minutes (not on this agenda)**
 - 5.1: Court cleaning, moss treatment and weeding
 - 5.2: CCTV Signs
 - 5.3: Floodlight loan from Norfolk LTA
6. **Public forum**
7. **Finance:**
 - 7.1: To receive the finance report
 - 7.2: Direct Debit for membership payments update
 - 7.3: To consider using a card machine for payments
8. **Safeguarding/welfare**
 - 8.1: To receive an update from the Welfare Officer
 - 8.2: To receive an update on DBS applications and to consider any additional DBS applications required for Committee Members
 - 8.3: To consider First Aid Training for volunteers
9. **Coaching and Club Sessions**
 - 9.1: To receive an update from Heads Up Coaching
 - 9.2: Junior coaching
 - 9.3: Parkinsons Sessions
 - 9.4: Walking tennis
 - 9.5: Club sessions
 - 9.6: Cardio tennis
 - 9.7: Club Communications

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10. Club Membership and Committee Roles

- 10.1: To receive an update on membership
- 10.2: To consider the Subcommittee's existing roles and the requirement for additional Committee roles (Club Captain, Membership Secretary, Club Coach)
- 10.3: To consider membership offering
- 10.4: To consider funded memberships
- 10.5: New club kit

11. Tennis Courts Maintenance and Infrastructure

- 11.1: Replacement floodlights/floodlight override and consumer panel cover
- 11.2: Repairs to windbreaks and fencing
- 11.3: To receive and update on the Jubilee Hall toilet access and agree any necessary action
- 11.4: Club Signage

12. Club Competitions and Leagues

- 12.1: To receive an update on club competitions and leagues
- 12.2: To consider any future club competitions and leagues

13. Fundraising / Social Events

- 13.1: Tennis Social Event
- 13.2: Chet Valley Summer Fete – 6 July 2024

14. To note that as this a Committee of Loddon Town Council, LTC policies cover the Subcommittee's activities

15. Future Strategies/Action

16. Correspondence

17. Items for a future agenda

- To consider appointing a representative to the Jubilee Hall Management Committee

18. 2024 meeting Dates

Tennis Club Sub Committee (quarterly 1 st Fri, 1pm)
5 January 2024
April 2024
5 July 2024
4 October 2024

19. Exclusion of public and press: To consider excluding members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A ss 1) & 2)

20. To receive an update on grants relating to the Tennis Club