**Burwell Table Tennis Club Meeting**

***Wednesday 12th September 2018* at *7.30pm***

**Burwell Community Sport Centre**

**MINUTES**

**Present:** Michel Scarff, Ivan Stiff, Keith Richardson, Emily Birt, Astra Carter-Marsh, Dan Odling, Dagmar Koller

1. **Apologies for Absence**

Kin Chan, Martyn Livermore

1. **Minutes from the last meeting**

Signed by Chair as a true record

1. **Matters Arising**

Cho! Shirts we have received an apology and an agreement that the shirts will be changed **Keith** is ending an old one to colour match.

**Keith** will contact Dan about the nights we need to book the gallery due to two home matches on the same night.

Keith has drafted a data protection policy, Mick has contacted our mail list reagarding data protection and deleted info as requested.

1. **Correspondence**

Premier Club re-application form has been received and filled in.

Forms for teams for Ely and Cambs leagues have been received and filled in.

1. **Treasurer’s Report (Michel)**

Burwell Table Tennis Club – Treasurers report for 12 September 2018

The financial year commenced on 1st June 2018 with £1362.07 in Cambridge Building Society and £163 cash – Total £1525.07

At 9th September 2018 we have £1009.61 in Cambridge Building Society and £121 in cash – Total £1130.61

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| **Opening Balance 1 June 2018** |
| Cash | £163.00 |
| Cambridge Building Society | £1,362.07 |
|   |   |
| **Receipts for year** |   |
| Members Suscriptions | £1,085.00 |
| Donation | £100.00 |
| **Total Receipts** | **£2,710.07** |
|   |   |
| **Payments for Year** |   |
| Court Hire | £1,088.00 |
| Ely v Burwell Challenge Day | £147.46 |
| Affiliation Fees | £289.00 |
| Premier Club Fee | £55.00 |
| **Total Expenditure** | **£1,579.46** |
|   |   |
| **Year end +/-** | **£1,130.61** |
|   |   |
| **Closing Balance 9 September 2018** |
|   |   |
| Cambridge Building Society | £1,009.61 |
| Cash in hand | £121.00 |
|   | **£1,130.61** |

In terms of court hire v member payments, we currently sit at +£3. Over the school summer holidays, we have not been able to maintain our numbers and have had a deficit of £118 from 22/7 to 2/9. The main losses were on Sundays and perhaps we need to review the hire down to half the hall for this period. This would save us up to £112. Anyway, the last two sessions have seen the numbers pick up to 18 on Thursday 6/9 and 22 on Sunday 9/9 making up over half of the summer holiday losses.

The reason why our overall funding has dropped since the financial year start is as follows:

* Burwell v Ely challenge day we paid for the food and the Eddery Cup plus engraving which was supplemented by the excellent £100 donated by Charlotte. Overall the day only cost us £47.46
* Premier Club fee to TTE of £55
* Club entry and player registrations to the Cambs & Ely table tennis leagues - £125
* National Youth & Cadet league entry £164

Therefore, we have made the majority of our additional payments for this financial year, and should now look forward to our finances improving during our more lucrative period of the financial year.

We have secured the Cambridgeshire TTA 2019 tournament and need to agree a fee for this. Unless the Sports Hall fee increases we could agree the same £400 fee we charged last year. This will give us £100 towards our time for setting up the hall, hire of our equipment and setting down/clearing up following tournament completion. We may like to provide some light refreshments, tea & coffee etc this year. We should perhaps confirm the dates with the sports hall as we need to set up early Saturday evening and also put it on our website.

Do we know if we are expected to host the 2019 Ely league tournament?

Michel Scarff

Treasurer BTTC

10 September 2018

 Agreed that we should review whether to hire the whole hall during next summer holidays closer to the time and based on the number of regular attendees.

Ivan has had some contact with the Ely committee and although it has not been explicit, it appears to be assumed that they will use Burwell for their next tournament.

1. **Team Captains Reports**

Cambs League Captain’s Report (Kin)

Keith reported for Kin - a team has been assembled of: Keith, Emily, Anna, Kin, Josh and Joe. There are two dates that clash with Ely league at home October 4th and March 7th

Ely League Captain’s Report (Ivan)

Had a couple of matched last season with only two players from Burwell.

Team so far is Mick, Ivan, Gordon, Anthony, Richard, Anna and Iain. **Ivan**  to contact Richard to see if he can play this season.

Tom would be good for the team - if he can be persuaded to play.

Jakob is ready to play this season and Dagmar is sure he is available for home matches and keen to play,  **Mick** will register Jakob.

1. **Welfare**

Nothing to report

1. **Coaching Section**

To keep our premier club status there is a requirement for Keith to have level one training and be a registered coach. He has been given grace until there is a course available. Cambs league have paid for his training and he is booked onto a two day course - the first day is 7th October the second in the new year.

Tony has been too busy recently to come to Burwell and we haven't heard from Hugo recently.

Keith is focussing his coaching on juniors ready for the national league and newcomers.

1. **Equipment**

We have plenty of balls, we had some donated from the training day at St. Neots.

**Keith**  is going to purchase a ball holder and 5 new blue nets from Jarvis sports, he will also ask for the new scoreboard that we were told we could have.

Ivan raised the idea of getting one or two double digit scoreboards to be used in handicap matches ready for the next tournament.

The tables need a clean.

1. **Any Other Business**

Emily raised the idea of incentives to get seniors to help out with coaching juniors. Keith said that seniors seem very willing to help out without any incentives.

Mick said he would like some guidance from Keith on what we can do with the juniors when he is not there as the seniors are not confident about teaching juniors the right way.

Dan said that it would be useful to have some drill cards available and Keith said that he has some.

Dagmar would like to see seniors playing/ practicing more with juniors as left to their own devices juniors start to mess around.

The committee read through and commented on the data protection document. Mick will be named as data protection nominee.

**Keith** will update and re-circulate the data protection document by email to the committee.

1. **Date of Next Meeting**

21st November

1. **Close of Meeting**

Meeting closed at 9.00pm