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### **BATH STREET MARINE TABLE TENNIS CLUB General Management Committee Meeting - Held 4 September 2017**

Present: Ian McElwee (Chairman), Graham Turner (Secretary), Ian Brownrigg (Treasurer), Lesley Blanchard, Keith Hardman, Des Logan (late arrival), Dave Noden.

#### **1. Introduction**

The Chairman opened the meeting at 1pm welcoming all members of the Committee. The agenda had been circulated in advance.

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

Received from Mary Delamere, who had thought the meeting was Monday evening.

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

- a. Ken Jackson: Secretary reported that he had not been able to contact Ken. It was agreed that as Ken was no longer a member of the Club he should be removed as a member of the Man Com. It was further agreed that an additional member could be co-opted to the Committee as necessary to replace him.
- b. First Aid: Barbara Alcock has not yet been approached regarding oversight of the Club first aid box. Keith will take this forward.
- c. Club Tournament: this had taken place on Saturday the 2<sup>nd</sup> September. It was unfortunate that the Club had been unable to secure a longer hire period. This made the afternoon slightly chaotic at times, and there were lessons to be learned from this including the need to always have someone properly versed on the control table. In view of the time pressure a decision had been taken to hold a Finals Night on Wednesday 6 September at Marine starting at 7:30pm. There was discussion of the day, due to there being a football match at marine that evening. However, it was felt this was the best option for the players. Spectators will be welcome, Ian will arrange refreshments, and a programme for the event has been prepared. Dave will advertise.

#### **4. Finance Update**

- a. Ian B reported that the necessary forms had been sent to HSBC to change the club bank account. Their response is now awaited.
- b. Ian asked for input about how best to collect membership fees for the current year, and clarification of the amounts. It was suggested that Team Captains could be a useful means of reminding players, a notice will also be posted in the club room, and Man Com members present could also remind social members of fees due. It was confirmed that the expected fee for any member playing league table tennis is £40 (plus lottery) and for social members not playing the league £20 (plus lottery). For those just playing a small amount of league table tennis, it would be acceptable for them to pay the social membership fee plus the match fee of £3 per match. There are a few individuals who play as a 'reserve' in league table tennis only. They are not members and do not have the use benefits of members. They pay £3 per match played.

#### **5. Health & Safety Update**

- a. Keith reported that carbon monoxide detectors had now been installed, and smoke alarms. These are being tested regularly and results recorded. Notices had been put up and exits clearly marked. The keys for the exit via the boardroom had been re-sited. A fire blanket has also been placed in the hall.

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- b. There had been a couple of minor 'fall' incidents in the hall. These had been noted in the accident book, and steps taken to try and make all areas as safe as possible. The incidents and actions taken are being noted.
- c. Keith was concerned that the table tennis section had been 'blamed', it seemed, by Marine FC for accessing the area through the boardroom triggering alarms. The fact that the club now has the key to that area accessible, as it is part of the escape route or route to the defibrillator, means that in fact anyone could pick up and use the key. Chairman reported that he had already discussed this matter with Marine. It was not believed that table tennis members were responsible for any unauthorised access to that area. Members will be reminded that the use of the key and route through the boardroom should only be in a genuine emergency or under controlled use in agreement with Marine, for example for training purposes.
- d. Chairman reported that he had received a copy of a note from Marine confirming their appointment of a new risk manager. It was agreed that a copy of this will be displayed in the clubroom.
- e. It was agreed that the Club should still try to arrange a training evening to encourage awareness of the defibrillator and how it should be confidently handled and the circumstances in which it might be used. Training will be offered to team captains, members of the Man Com, and any other member that would like to attend. Secretary will organise this, and will try to arrange it for the first cup week of the season.

### 6. New Property Update

Attention was drawn to a recent article in the Crosby Champion newspaper (30 August) about a possible available property space that might be suitable for table tennis. A copy was provided to the Secretary.

Secretary reported that Marine had acknowledged receipt of the Club's response to the Marine proposals relating to the table tennis room, if the redevelopment plan does go ahead. Nothing further has been heard. However, the club did receive a copy of an email sent by Marine Chairman to Sefton Borough Council, suggesting Marine were intending to pursue an alternative path.

The Club is also looking at its own 'Plan B' and the Secretary reported on actions in this respect since the last meeting. Those are to be considered confidential at this time.

### 7. Fund Raising Plans & Events

- a. Members were reminded that all proposed 'events' whether social or fund raising, if they were to be considered as 'club' events should be brought before the Man Com before they are arranged. There is a danger of events being organised just for groups. However, club events should be made available to all members.
- b. There is a proposal for a Quiz Night to be held on Friday 13 October. This will be a social evening. Plans are not yet definite. It was agreed the Man Com should be kept informed, and if the event does proceed it should be advertised as open to all.
- c. Mary Sefton is trialling a possible 'ping pong group' for mobile phones. Again, it was agreed that if it is proposed to adopt this as a club wide media, then details should be brought before the Man Com so that all can be offered the service.
- d. Members were reminded that there was an ongoing need to continue fund raising as well as social events. All suggestions and proposals should be brought before the Man Com.

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### 8. Membership

Members were reminded that all applications for prospective membership should be brought before the Man Com before anyone is accepted as a member. This applies to both full members and associate/social members. And in any event full details of all new members should, without fail, be passed to the Secretary, as it is the Club Secretary who is obliged to maintain the official record of members. This had caused particular problems in the lead up to the start of the forthcoming playing season, with individual details of prospective players who are allegedly 'members' not being provided to the Secretary. Team captains had been asked to obtain and provide additional information. This can be avoided if the proper course is adopted in relation to any prospective member.

### 9. Club Constitution

Secretary reminded members that the present Constitution of the Club provided for two main types of member. An Ordinary Member and an Associate Member. The primary difference being that Associate Members strictly have no rights in relation to the Club, and cannot vote in General Meetings. This now seemed out of date, and suggested that the Club should consider bringing forward a proposal to amend the Constitution so that there are just members. Different levels of fees could still be applied depending on what participation the member wished to have in the club. It was agreed that the Secretary should look at re-drafting the Constitution and bring forward a new draft to be proposed at the next AGM.

### 10. Any Other Business

- a. Chairman reported that he had ordered some additional club shirts for the new season, as there were several new members playing league table tennis for the first time. A question was raised as to whether a different material for shirts might be possible? But at this stage it is not. Perhaps when the next kit is ordered a 'breathable' material might be possible.
- b. It was suggested that the firm Eagle Containers Ltd, the business of David Lovelady who had started playing for the club last season, and now recovering from major knee surgery, might be approached as a possible sponsor for the 2018/19 season.
- c. Members were reminded that with the start of the new table tennis season the playing room should always be left with just a single table out lengthways.
- d. There was a discussion, raised by Dave Noden, about whether an additional award might be made in relation to the tournament or season for either player of the event or season or a young player award. It was agreed further thought was needed on this and thus no action at present.

The meeting concluded at 3pm.

Graham Turner (Secretary)  
4 September 2017