



Minutes of the Annual General Meeting

Tuesday 8th February 2022
at Lees Hall Golf Club, Hemsworth Road, Sheffield, S8 8LL

1. Opening remarks of the President

Tim Holmes welcomed everyone to the meeting and thanked the committee with special mentions for Fay and Mark for keeping the leagues going throughout the year. Tim also mentioned the sad news of the passing of two prominent figures in the Sheffield and District tennis community, Maureen Bird and Eric Twigg. A minute silence was observed in their honour.

2. Apologies

No apologies have been received.

3. Minutes of the AGM held on 20th April 2021

The minutes for the AGM held on 20th April 2021 were formally approved.

4. Matters arising from the 2021 AGM

No matters arising.

5. Safeguarding

Kay Rollings raised the following points, as safeguarding is now a very important part of tennis governance.

- All clubs should have a trained Welfare Officer.
- Welfare Officer needs to lead their club through the rules, with the LTA information available online.
- Welfare policy needs to be in place for clubs, with importance on reporting procedure.
- It's important we all take this seriously and everyone is trained especially coaches.
- Each club should have a DBS checker, Jess is able to check the checker if required.
- There is lots of support available on the LTA website.

6. **Report of General Secretary**

The General Secretary, Mark Busby, reported the following points:

- There have been seven committee meetings plus AGM and Council Meeting.
- Again, it was a difficult start to 2021 with the Summer Leagues disrupted by the pandemic. Fortunately, the Late Summer Leagues were able to go ahead as normal. Thank you to all involved in the formulating of these leagues under the circumstances.
- The administration for the two coaching grant scheme “windows” has again been done by Jess Redfearn, 10 applications in September which include grants up to Level 3 courses.
- We look to continue our sponsorship with Slazenger/Dunlop for the forthcoming seasons. I would like to thank all clubs that purchased Slazenger or Dunlop balls through Duece. Further update on the balls will be discussed later in the council meeting.
- It was great to be able to have the Junior Tournament this year and thanks to Sue, Fay and the team for making it a great success, and to the clubs that host the events, Beauchief and Eccelsall.
- Unfortunately, the Senior Tournament was not able to be held this year, but the Sub Committee, led by Trevor are already in advance planning for this years event, so thank you to all involved and Trevor will update us on the event in the council meeting.
- We are always looking at ways to attract more players to the league, and with the introduction of the Works Tennis Number it may be an opportunity to encourage more participation. We are going to trial the Men’s League on the LTA Tournament system in parallel this coming season. I will keep you all updated as to how this goes.

Lastly, I would like to thank all club secs, coaches, team captains and parent helpers for all their hard work this year.

7. **Report of Treasurer and presentation of accounts for the year to 31st December 2021**

Kay Rollings presented the Accounts, with the following points:

2021 is the second of the “Covid years”, and there has been an impact on our numbers.

Starting with income:

Fees are much lower. We only charged the affiliation fee in 2021, and not the £15 per team.

Fines relate to the 2020 Winter season, and I show a debtor for the fines for the Summer Mixed and the late summer leagues. We haven’t charged fines for the mid-week mixed, or the summer men’s or ladies leagues.

Fines for the 2021 league still add up to £750, with some clubs totalling £70 for the year even though Fay has been lenient in some cases. These will be invoiced in March/ April with your normal invoice, and I will include details of the fines for each club

In 2020 we asked clubs to contribute to the dinner raffle, which we didn’t have. 24

clubs gave £10 each which is why the dinner appeared to make a profit last year! We didn't ask for contributions this year and Jess used last year's donations to buy raffle prizes.

Last year we had £485 in sponsorship/ adverts for a tournament that didn't take place and adverts on a website which wasn't really used, so we didn't ask our sponsors for money this year.

Dunlop continue to sponsor our use of balls but reduced the money from £1000 to £500 both this year and last.

Looking at the costs:

The junior tournament made a slight loss, and we ran one set of coaching grants in September where we paid out £1241. Admin costs look high at £533. That is due to the cost of plaques for the covid leagues for 2020 and 2021. We also have had face to face half yearly meetings to pay for, and who could forget the fun of the ladies' team meeting at the Transport Ground.

You will see the dinner made £525.00. The tickets were priced to cover the cost of each meal, and the raffle was very successful and funded the cost of the sax player and other extras. What was left was £525.00, plus the £240 from last year. Those of you who were at the dinner will have heard Chris from Beauchief explain how important it is to have defibrillators, and so from the money we raised £750 in total has been set aside as a defibrillator fund.

So overall we are showing a £15 loss for the year.

Turning to the balance sheet we have £22349 in the bank, and our defibrillator fund. We have debtors of £1000. This is £750 of fines for 2021 which will be billed in 2022, and £250 from Dunlop whose payment terms mean the invoice we raised in December wasn't paid until January.

Special thanks to Malcolm Lindley who is our auditor and has been for more than 40 years.

8. Election of Officers

The Officers and committee were elected in accordance with the constitution, all Committee Members are willing to be elected again.

President:	Tim Holmes (Abbeydale)
General Secretary:	Mark Busby (Moorgate)
Treasurer:	Kay Rollings (Grove)
Auditor	Malcolm Lindley
Website co-ordinator:	Jessica Redfearn (Fulwood)
League Secretary:	Fay Buchan (Graves)
Past President	John McGleave (Moorgate)
Sheffield YLTA representative	Martin Gilmour (Ecclesall)
Elected member	Paul Hattersley (Thornccliffe)

It will be a matter for the committee to consider if any co-opted members are required.

9. Subscriptions for 2021

The Treasurer proposed:

- £15 affiliation fee
- £15 team fee

The proposal was carried unanimously.

10. Applications for membership/withdrawal

No new applications for membership or withdrawals.

11. Changes to Rules/Bye-Laws

The following rule change is proposed by the Management Committee and was agreed at the Ladies Team Captain's Meeting:

1. Proposed New Bye-law 22. Men's, Ladies' and Saturday mixed matches

Current Wording:

a) All matches shall consist of nine rubbers - doubles (i.e. each pair plays three rubbers). The captain of each team shall, before the match commences, provide a list of each pair of doubles players (constituting a team) in what he/she honestly believes the order of playing merit, for the first round. If the matches have started no substitutes shall be allowed for players who have already taken part in the match.

b) All Men's and Saturday Mixed Matches to be played on Saturdays, shall commence at 2:00 p.m. or earlier, if agreed by both teams. Any couple not on court and ready to play, 15 minutes after the agreed start time, will forfeit the first set. The first rubber will be conceded, if not on court and ready to play, 45 minutes after the agreed start time. The second rubber will be conceded, 75 minutes after the agreed start time, if not on court and ready to play. Matches shall comprise two sets (tie break to 7 at 6 all). In the event of the rubber standing at one set all a tie break to 10 (2 clear points) shall be played to decide the rubber. This tie break is to be treated as a new set but recorded as ONE game on the scorecard (NB the number of sets for the rubber should be shown as 1 -1). The Official LTA Tie Break shall be played in all sets at 6 all.

c) Ladies' matches shall be played on Thursdays and will commence at 6:00 p.m. Any couple not on court ready to play by 6:15 p.m. will forfeit the first set, the second set of the first rubber to be conceded if not on court and ready to play by 6.45 p.m. The second rubber to be conceded if not on court ready to play by 7:15 p.m. and all three rubbers by 7:45 p.m. Rubbers will consist of two sets to be played to 6 games. Where the score gets to 6-6, the official LTA seven point tie-break shall be played to decide the winner of the set. NB Sudden death deuce will be played throughout. (The receiver to decide which court the service will be made to). The winner of the match will be decided by firstly, rubbers won, then sets won and then games won.

d) Home clubs MUST provide light refreshments for all matches i.e. Men's, Ladies and Saturday Mixed matches.

ORDER OF PLAY

	Court 1		Court 2		Court 3	
	H	V	H	V	H	V
Round 1	1	v	1	2	v	2
Round 2	3	v	1	1	v	2
Round 3	2	v	1	3	v	2

e) In the event that both teams can only field two pairs, and the rubbers are level at the completion of the match then sets won will be counted to decide the winning team. If sets won are also equal then games won will be counted. If games won are equal the match shall be declared a draw.

Proposed Wording:

a) All **Men's and Saturday Mixed** matches shall consist of nine rubbers - doubles (i.e. each pair plays three rubbers). The captain of each team shall, before the match commences, provide a list of each pair of doubles players (constituting a team) in what he/she honestly

believes the order of playing merit, for the first round. If the matches have started no substitutes shall be allowed for players who have already taken part in the match.

b) All Men's and Saturday Mixed Matches to be played on Saturdays, shall commence at 2:00 p.m. or earlier, if agreed by both teams. Any couple not on court and ready to play, 15 minutes after the agreed start time, will forfeit the first set. The first rubber will be conceded, if not on court and ready to play, 45 minutes after the agreed start time. The second rubber will be conceded, 75 minutes after the agreed start time, if not on court and ready to play. Matches shall comprise two sets (tie break to 7 at 6 all). In the event of the rubber standing at one set all a tie break to 10 (2 clear points) shall be played to decide the rubber. This tie break is to be treated as a new set but recorded as ONE game on the scorecard (NB the number of sets for the rubber should be shown as 1 -1). The Official LTA Tie Break shall be played in all sets at 6 all.

c) All Ladies' matches shall consist of four rubbers - doubles (i.e. a team of two pairs each plays two rubbers). Matches shall be played on Thursdays and will commence at 6:00 p.m. (with prior communication some flexibility is allowed for teams having to travel long distance). Any couple not on court ready to play by 15 minutes from the start time will forfeit the first set, the second set of the first rubber to be conceded if not on court and ready to play by 45 minutes from the start time. The second rubber to be conceded if not on court ready to play by 75 minutes from the start time. Rubbers will consist of two sets to be played to 6 games. Where the score gets to 6-6, the official LTA seven point tie-break shall be played to decide the winner of the set. If a deciding set needs to be played this should be a champions tie-break (i.e. to 10). This deciding tie-break shall be recorded as a set on the scorecard and counted as a set when entering on the website. Normal deuce will be played throughout. The winner of the match will be decided by firstly, rubbers won, then sets won and then games won.

d) Home clubs MUST provide light refreshments for all matches i.e. Men's, Ladies and Saturday Mixed matches.

ORDER OF PLAY – 3 Pair Matches

	Court 1		Court 2		Court 3	
	H	V	H	V	H	V
Round 1	1	v	1	2	v	2
Round 2	3	v	1	1	v	2
Round 3	2	v	1	3	v	2

ORDER OF PLAY – 2 Pair Matches

	Court 1		Court 2	
	H	V	H	V
Round 1	1	v	1	2
Round 2	2	v	1	1

e) In the event that both teams can only field two pairs, in a three pair match, and the rubbers are level at the completion of the match then sets won will be counted to decide the winning team. If sets won are also equal then games won will be counted. If games won are equal the match shall be declared a draw.

f) If a team can only field one pair, in a two pair match, then they concede the match.

The proposal was carried by the majority, with an amendment to the deciding set being recorded as a game and not changed to being recorded as a set.

Change to the third set tie break needs to be checked with the LTA rules.

The following rule changes are proposed by the Management Committee:

2. Proposed New Bye-law 15. Inclement weather

Current Wording:

15a) If the captains of both teams agree that it is unfit or not safe to play, either before commencement of the match, ie postponed, or before it has finished, ie abandoned, the Match Secretary for each club must, within seven days, agree a replay date if necessary under bye-law 15d. The agreed date must be no later than three weeks after the date for the last match of the season for the appropriate league and notified to the League Secretary by the home club's Match Secretary within ten days of the original date for the match. If the

League Secretary is not notified of a replay date within the ten-day limit and is satisfied that there has not been enough of an attempt from either or both teams to rearrange the match then the League Secretary will re-schedule the match to be played on a date which they consider to be most appropriate for both teams. Once a date has been agreed and notified to the League Secretary, there shall be no further rearrangement of the date other than for inclement weather.

Proposed Wording:

15a) If the captains of both teams agree that it is unfit or not safe to play, either before commencement of the match, ie postponed, or before it has finished, ie abandoned, the **League Secretary should be notified by the home club's Match Secretary within three days that the match has not been played.** The Match Secretary for each club must, within seven days, agree a replay date if necessary under bye-law 15d. The agreed date must be no later than three weeks after the date for the last match of the season for the appropriate league and notified to the League Secretary by the home club's Match Secretary within ten days of the original date for the match. If the League Secretary is not notified of a replay date within the ten-day limit and is satisfied that there has not been enough of an attempt from either or both teams to rearrange the match then the League Secretary will re-schedule the match to be played on a date which they consider to be most appropriate for both teams. Once a date has been agreed and notified to the League Secretary, there shall be no further rearrangement of the date other than for inclement weather.

The proposal was carried by the majority.

3. Proposed New Bye-law 16. Results of matches

Current Wording:

16a) Match results will be uploaded by the home team on to the website within THREE days of the match. All results must be uploaded to the Sheffield and District website by the HOME team. Each club will be issued with login details to the following link: www.sdlta.org.uk/enter-results (<http://www.sdlta.org.uk/enter-results>). The HOME team to complete all the fields for the match played and press the save button. It is then the responsibility of the AWAY team to validate the score within SEVEN days of the match. On validation, the match result will appear on the website. If the result has been entered but a mistake has been made, the AWAY team will need to raise a dispute rather than confirming the result as correct. Any club failing to observe this rule shall be fined £5 on each occasion.

Proposed Wording:

16a) Match results will be uploaded by the home team on to the website within THREE days of the match. All results must be uploaded to the Sheffield and District website by the HOME team. Each club will be issued with login details to the following link: www.sdlta.org.uk/enter-results (<http://www.sdlta.org.uk/enter-results>). The HOME team to complete all the fields for the match played **ensuring that it is the CORRECT MATCH and the CORRECT DATE is entered then** press the save button. It is then the responsibility of the AWAY team to validate the score within **SIX** days of the match. On validation, the match result will appear on the website. If the result has been entered but a mistake has been made, the AWAY team will need to raise a dispute rather than confirming the result as correct. Any club failing to observe this rule shall be fined £5 on each occasion.

The proposal was carried by the majority.

The meeting closed at 19:54 pm
