

## Conway LTC Action Plan: 2019-20: December Update

Area of activity	Proposed action	Timetable	Lead member(s)	Resource	Intended Impact	State of Play: <b>Blue text</b>	Notes/Ideas <b>Red Text:</b>
Membership	<ul style="list-style-type: none"> <li>i Freeze subscription rates</li> <li>ii Continue focus on new members</li> </ul>	From May 2019	<ul style="list-style-type: none"> <li>i Treasurer</li> <li>ii Chair Membership Sec</li> </ul>	Self-financing	Increased membership, stronger commitment to Club and financial viability	New members continue to join and receive welcome letters from Membership Secretary and Chair	<ul style="list-style-type: none"> <li>i Membership Secretary and Treasurer to review subs rates for Advice to pre=AGM meeting</li> <li>ii Review welcome and information given to new members</li> </ul>
Management (a) Finance	Spend as planned on court improvement and keep resources under review for future work	From May 2019	Chair Treasurer Club Captain	Club funds	Keep courts, equipment and finances in good shape	Mike is assembling the facts on meter readings and billing that will underpin an appeal to the ombudsman	It has emerged that the charge made for water lost through leakage was in excess by £800.
Management (b) Organisation	<ul style="list-style-type: none"> <li>i Develop successful initiatives and stay open to new ideas</li> <li>ii Retain existing community links; consider new ones</li> </ul>	From May 2019	Chair Club Captain Head Coach Committee	Self-financing	<ul style="list-style-type: none"> <li>i Stronger member engagement &amp; satisfaction</li> <li>ii More activities, stronger links, access to services and resources</li> </ul>	<ul style="list-style-type: none"> <li>i. Consider any organisational improvements for discussion at pre-AGM meeting</li> <li>ii. Several tennis club members now directly support the work of the Friends of Conway Rec</li> </ul>	<ul style="list-style-type: none"> <li>I Committee members consider case for organisational improvements</li> <li>li Maintain and strengthen local links</li> </ul>
Facilities (a) Clubhouse	Maintain and improve Clubhouse facilities, furniture and tidiness	Continuing	Facilities Manager Committee Chair	Club funds	Improve internal facilities and appearance, making Club more attractive	Tidiness and cleanliness are the responsibility of all members, including juniors. The support of our coaches is critical in this. Proposals for further improvement remain welcome.	Committee to keep matters under review and propose further improvements as and when needed
Facilities (b) Surroundings	<ul style="list-style-type: none"> <li>i Support work on local environment</li> <li>ii Improve appearance of Clubhouse exterior and courts</li> </ul>	<ul style="list-style-type: none"> <li>i Continuing</li> <li>ii Continuing</li> </ul>	<ul style="list-style-type: none"> <li>i Chair Committee</li> <li>li Facilities Manager Committee</li> </ul>	<ul style="list-style-type: none"> <li>i Club resources as appropriate</li> <li>ii Club funds</li> </ul>	Promote attractive and clean environment, improving Club's image and attracting members	Work continues, and Club members are always welcome on work days in Conway Rec – helping to keep the Club's environment in good shape	<ul style="list-style-type: none"> <li>i. Work with Friends of the Rec &amp; Council Parks Team to keep Rec safe and cared-for.</li> <li>li Committee to keep matters under review and propose improvements as and when needed.</li> </ul>
Facilities (c) Floodlights	Maintain floodlights in good order	Continuing	Club Captain Facilities Manager	Club funds	Maximise opportunities to play & promote membership	Phil continues to monitor the current lights. A report on grant and planning prospects will be brought to pre=AGM meeting	Planning permission & grant options for floodlights on courts 4/5 to be explored
Facilities (d) Courts/fencing maintenance	Continue programme of court resurfacing, repainting and cleaning	Continuing	Chair Club Captain Treasurer Facilities Manager	Club funds	Maintain court facilities in good order while keeping the Club financially sound	Court maintenance and improvement plan agreed and under way. Fencing estimates awaited	Club Captain to keep state of courts under review, secure estimates for necessary work and oversee work

Tennis activity (a) Social Play and internal tournaments	Support and publicise social play and organise internal tournaments	Continuing	Club Captain Chair Communications Manager	Self-financing	Encourage team members to join social play, strengthening the Club community and giving all members opportunities to play and improve	The Club's successful social sessions continue.  Committee members are asked to continue supporting Wednesday social play, encouraging members – including those from higher teams – to join in, meet other Club members and gain experience	Maintain successful social tennis sessions, including initiatives such as first Sunday American tournaments, WhatsApp social network and occasional cake and tennis days  Consider ways of improving turn-out for Wednesday evening social tennis
	<ul style="list-style-type: none"> <li>i Maintain a suitable number of league teams</li> <li>ii Publicise approach to match squad and team building</li> <li>iii Maintain/develop inter-club Open Tournaments</li> </ul>	<ul style="list-style-type: none"> <li>i From April 2019</li> <li>ii From April 2019</li> <li>iii From May 2019</li> </ul>	<ul style="list-style-type: none"> <li>i Club Captain Team Captains Head Coach</li> <li>ii Club Captain Team Captains</li> <li>iii Club Captain Team Captains</li> </ul>	Self-financing	<p>Maintain level of competitive tennis so players at all levels can compete, improve their skills and enhance Club profile</p> <p>Inter-club Open Tournaments offer different ways to compete and improve Club's visibility</p>	<ul style="list-style-type: none"> <li>i. Our court availability map should encourage balanced use of facilities. It has been posted and its effectiveness will be monitored</li> <li>ii. A draft statement on match squad and team building will be prepared for the pre-AGM meeting</li> <li>iii. The Open Mixed Tournaments was held successfully</li> </ul>	<ul style="list-style-type: none"> <li>i Keep balance of competition, coaching, social and private play under constant review</li> <li>ii Continue to improve the transparency of squad and team selection</li> <li>iii Club Captain to plan and manage 2019-20 Open Tournaments</li> </ul>
Tennis activity (c) Juniors	<ul style="list-style-type: none"> <li>i Continue and extend the range of activities with a junior focus</li> <li>ii Involve more parents in running junior teams</li> <li>iii Involve more girls in teams</li> </ul>	Continuing	Club Captain Head Coach Junior Reps; Junior Coordinator	Self-financing	An active junior section is central to the Club's health	<ul style="list-style-type: none"> <li>i. St Monica's supported the summer 'Open Day', which took place despite poor weather and attracted young families</li> <li>ii/iii Head Coach, Club Captain, Team Captains and Junior Coordinator will continue to promote parental involvement and participation of girls</li> </ul>	<ul style="list-style-type: none"> <li>i Head Coach keeps Committee in touch with junior activities.</li> <li>ii Continue to promote parental involvement in junior events</li> <li>iii Continue to encourage girls to participate in competitions</li> </ul>
Tennis activity (d) Coaching	Focus coaching activities on extending members' skills and attracting prospective members	Continuing	Head Coach Club Captain	Self-financing	Improve the tennis skills of members and encourage potential members to join	Court availability maps should support balanced use of facilities for coaching, matches, social and private play.	<p>New coaching arrangements in place and will be kept under review.</p> <p>Keep court usage under review</p>
Social activities	Maintain and extend social activities	From May 2019	Social Coordinator Committee	Self-financing	Social activities promote the cohesion and financial health of the Club	Quiz evening was a success. Committee Members will support Social Secretary in planning and managing events for rest of year	New Committee to settle and publicise 2019-20 events