



KENT TENNIS CHARITABLE INCORPORATED ORGANISATION Minutes of the Extraordinary General Meeting

Date & time:	Tuesday 9 th January 2024 7pm
Chair:	Nigel Jordan
Venue	Online via Zoom only

Attendees (37 people – 27 can vote; 23 member venues): ,

Name	Member Venue	Right to vote	Kent role (if any)
Nigel Jordan (NJ) (Chair)	Old Wilsonians	Yes	Trustee
Phil Lynch (PL) (Minute taker)	HSBC	Yes	KT Office Team
John Watton (JW)	Bearsted & Thurnham	Yes	Men's Seniors Coordinator
Angela Darby (AD)	Beckenham	Yes	Life Vice President
John Darby (JD)	Beckenham	Yes	Life Vice President
Tom Defrates (TD)	Bromley Tennis Centre	Yes	Disability Tennis
Jacqs Darby (JqD)	Bromley Wendover	Yes	Trustee
Stephen Woodley (SW)	Canterbury ITC	Yes	Life Vice President
Charlotte Cornell (CC)	Canterbury LTC	Yes	Trustee
Inge-Lise Mawn (ILM)	Frindsbury	Yes	
Michael Barrett (MB)	Gravesham	Yes	
Lorna Pender (LP)	Gravesham	Yes	
Robert Huddleston (RH)	Headcorn	Yes	
Martin Cobley (MC)	Horsmonden	Yes	
Mimi Hoffman (MH)	Horsmonden	Yes	Venues Committee
Tony Fisher (TF)	Knoll	Yes	Finance adviser, Supporters Club
Andy Candler (AC)	Meopham	Yes	Trustee
Emma Nelson (EN)	Oakwood	Yes	KT Office Team
Mary Evans (ME)	Otford	Yes	Hon President
John Ratcliffe (JR)	Shooters Hill	Yes	Deputy President
Jo Thomas (JT)	Shooters Hill	Yes	
Clare Lilley (CL)	Sundridge Park	Yes	Trustee
Jason Baker (JB)	Tunbridge Wells	Yes	Competitions Chair
Vanessa Webb (VW)	Whitstable	Yes	Mixed League Organiser
Graham Sutherland (GSu)	Wye	Yes	
Karen Hodgson (KH)	Deal Parochial School	Yes	Schools, Competitions Committee
Lisa King (LK)	North Kent LTA	Yes	District Leagues, Competitions
Stuart Smith	-	No	Life Vice President
Malcolm Smith	-	No	Chair of KCLTA



Keith Gill	Bromley Tennis Centre*	No	Trustee, LTA Councillor
Jason Sigba	Shooters Hill*	No	Trustee
Siobhan Butler	Sundridge Park"	No	KT Office Team
Jane Parish	-	No	KT Office Team
Janice White	-	No	KT Office Team
Ruth Farmer	Kent Supporters Club	No	
Andy Lucey	-	No	Officials, Competitions Committee
Graham Silvester	-	No	Officials, Competitions Committee

*Indicates that not nominated to vote as their club representative

Apologies given (14): ,

Name	Member Venue (if apologies for club)	Kent role (if any)
Austin Smith		Life President
Roger Bottomley		Life Vice President
Denis Costelloe		Life Vice President
Craig Allen		KT Office Team
Luke House		Trustee
Mark Martin		Men's League Organiser
Keeley Wicks		Inter-club Leagues Coordinator
Anna Wilson		Trustee
Kiptieu Sheriff	Abbey Wood	
Anne Gibbs	Herne Bay	
Georgina Noakes	Maidstone	
Andrew French	Old Wilsonians (Chair)*	*Nigel Jordan represented Old Wilsonians
Rob Sheath	Wickham Park	
Rachael Bishop	Warden House School	

	Agenda items	Key discussion points & decisions
1	Introduction and apologies for absence	NJ thanked everyone for joining, and asked PL to run through apologies (14 listed beneath the attendees above)
2	Background	<p>NJ outlined the risks of being an unincorporated association, for both member clubs and trustees, Approach was:</p> <ul style="list-style-type: none"> AGM 2020 agreed to look at either becoming a company limited by guarantee or a charitable incorporated organisation (CIO) AGM 2021 agreed to become a CIO Kent Tennis CIO registered with Charity Commission November 2022 EGM May 2023 agreed CIO constitution and draft rules Extensive plan was progressed to move members, staff, assets and liabilities into the CIO on 1 January 2024



		<ul style="list-style-type: none"> To operate, now need to elect Trustees. The five remaining trustees (of the original initial six trustees) now stand down and election needs to take place, as well as aligning the financial year end to match the timing of the LTA's County funding (January to December instead of October to September).
3	LTA Strategy update	<p>KG advised the meeting that 2023 was the last year of the LTA's current 5 year strategy and that a new 3 year strategy, around "Tennis Opened Up" was now in place. KG outlined key objectives from that. The "LTA Vision 2024 – 2026" can be viewed here</p>
4	Election of nominated Officers and Trustees	<p>NJ outlined different spread of terms of office so that not all Trustees would stand down at same time. Election then took place as follows (with term end in brackets):</p> <p>a. Chair & Treasurer – Nigel Jordan (April 2027) (NJ to cover Treasurer until a new Treasurer can be found – must be in place during 2024). 21 in favour – 2 against Elected</p> <p>b. Secretary – Charlotte Cornell (April 2026) 20 in favour – 1 against Elected</p> <p>c. Trustees:</p> <ul style="list-style-type: none"> - Andy Candler (April 2025) 23 in favour – 1 against - Jacqs Darby (April 2027) 23 in favour – 1 against - Keith Gill (April 2026) 24 in favour – 0 against - Luke House (April 2026) 23 in favour – 1 against - Clare Lilley (April 2026) 22 in favour – 2 against - Jason Sigba (April 2025) 23 in favour – 1 against - Anna Wilson (April 2027) 22 in favour – 2 against <p>All duly elected</p> <p>ME asked for clarification on the process for selecting Trustees. NJ advised that finding willing and able people to step forward was not easy. Recruitment is undertaken with diversifying the membership of the Board in mind, but the personal approach to ask people to stand had been more successful than requesting potential new Trustees to apply. With 6 of the 9 trustees being from London based clubs, NJ advised there was a need to seek out those with the appropriate skills farther east into Kent.</p>
5	Resolution for voting members in attendance to change the Kent Tennis Charitable Incorporated Organisation constitution as follows: This meeting is being asked to align the end of the financial year with that of the Kent County Lawn Tennis Association, namely changing it from 30 September to 31 December. To achieve this, the following amendment is required to the opening paragraph of Clause 11(a) of the CIO Constitution: EXISTING CLAUSE 11(a) (with words to be changed in red) Types of general meeting and proceedings of general meetings "There must be an annual general meeting (AGM) of the members of Kent Tennis. The first AGM must be held within 18 months of the registration of Kent Tennis, and subsequent AGMs must be held within 4 months of the financial year end which is 30 September. " NEW CLAUSE 11 (a) (with word having been changed in red)	



Types of general meeting and proceedings of general meetings	
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	Vote on Item 5 above: Agreed unanimously.
6	<p>Any Other Business</p> <p>a. Future meetings</p> <p>b. Treasurer's role</p> <p>c. Kent Tennis Volunteers Day</p> <p>d. Thank you from President</p>
	<p>a. NJ advised that the Board of Trustees due to meet later in the month, with the AGM then set for Mon 29 April, alongside the AGM for the old Association.</p> <p>b. JR asked how the Sport England Governance rules impacted NJ being Treasurer, and NJ confirmed he must not be Treasurer beyond 2024, but ideally a new Treasurer is required almost immediately to avoid holding multiple posts for too long.</p> <p>c. NJ advised there will be a Kent Tennis Volunteers Day on 2 March to bring volunteers across the county together.</p> <p>ME, as Kent Tennis President, thanked the current and new Kent Tennis Board and volunteers for all they had undertaken and achieved, and wished them the best of luck for another successful year.</p>

Meeting closed at 7.59pm

Record approved and signed:

Signed for and on behalf of *Nigel A Jordan*
KENT TENNIS CHARITABLE INCORPORATED ORGANISATION

Print Name: NIGEL JORDAN Date: 25 January 2024

Position: KENT TENNIS CIO TRUSTEE (CHAIR)