



## KENT TENNIS CHARITABLE INCORPORATED ORGANISATION

### Minutes of the Annual General Meeting

<b>Date &amp; time:</b>	Monday 29 <sup>th</sup> April 2024 7.00 pm
<b>Chair:</b>	Nigel Jordan
<b>Venue</b>	School Hall, Newstead Wood, School, Avebury Rd, Orpington, BR6 9SA and online via Zoom

**Attendees 59 people – 43 can vote; 33 member venues/organisations):**

Name	Member Venue	Right to vote	Kent role (if any)
Nigel Jordan (NJ) (Chair)	Old Wilsonians	No	Trustee
Jane Parish (JP) minute taker		No	KT office team
John Watton	Bearsted & Thurnham	Yes	Men's Senior Cup Co-ordinator
Richard Laurent	Bearsted & Thurnham	Yes	
Keeley Wicks	Bexley LTCS&RC	Yes	Kent League Organiser
Martin Fanner	Bromley Wendover	Yes	
Jacqs Darby	Bromley Wendover	Yes	Trustee
Denis Costelloe	Catford Wanderers	Yes	Life Vice President
Clive Richardson	Chislehurst LTC	Yes	North Kent LTA Chair
Tracy Lancaster	David Lloyd Club Beckenham	Yes	
Jake Robinson	David Lloyd Club Dartford	Yes	
Jane Frankel	David Lloyd Club Kings Hill	Yes	
Lorna Pender	Gravesham	Yes	
Damian Pender	Gravesham	Yes	
Robert Huddleston	Headcorn	Yes	
Anne Gibbs	Herne Bay LTC	Yes	
Isobel Warnock	Herne Bay LTC	Yes	
Mimi Hoffman	Horsmonden LTC	Yes	
Tracey Parrett	Horsmonden LTC	Yes	
Chloe Taylor	Kings Hill TC	Yes	
Tony Fisher	Knoll LTC	Yes	
Georgina Noakes	Maidstone TC	Yes	
Keith Clark	Margate LTC	Yes	
Andy Candler	Meopham LTC	Yes	Trustee
Emma Nelson	Oakwood TC	Yes	Kent Office staff
Andrew French	Old Wilsonians	Yes	
Martin Partridge	Old Wilsonians	Yes	
Mary Evans	Otford LTC	Yes	President
John Ratcliffe	Shooters Hill LTC	Yes	
Jo Thomas	Shooters Hill LTC	Yes	
James Venables	Sidcup Recreation Club	Yes	



Gillian Barlett	Sydenham TC	Yes	
Melina de Saha	The Parklangle Club	Yes	
Sebastian Collabella	The Parklangle Club	Yes	
Lisa King	The Sundridge Park Club	Yes	
Anna Wilson	The Sundridge Park Club	Yes	Trustee
Sam Ratnam	Tonbridge LTC	Yes	
Jason Baker (JB)	Tunbridge Wells	Yes	
Jonny Lugg	Whitstable LTC	Yes	
Steve Rye	Whitstable LTC	Yes	
Graham Sutherland	Wye LTC	Yes	
Vanessa Webb	East Kent LTA	Yes	
Karen Hodgson	Deal Parochial School	Yes	
Charlotte Cornell -Secretary	Canterbury TC	Yes	Trustee
John Darby		No	Life Vice President
Steven Woodley	Canterbury TC	Yes	Life Vice President
Stuart Smith		No	Life Vice President
Keith Gill		No	Trustee
Jason Sigba		No	Trustee
Malcolm Smith		No	Deputy President for election
Sandi Procter		No	LTA President
Craig Allen		No	County Performance Manager
Siobhan Bulter		No	Office team
Janice White		No	Office team
Graham Silvester		No	
Hazel Lindfield		No	Seniors Ladies
Andy Lucey		No	Kent Officials
Monika Kuszneruk		No	
Pamela Butler		No	

\*Indicates that not nominated to vote as their club representative

#### Apologies given ( ):

Name	Member Venue (if apologies for club)	Kent role (if any)
Austin Smith		Life President
Roger Bottomley		Life Vice President
Phil Lynch		Office team
Daniel Hodgson		Venues Committee member
Geoffery Stephenson		Former Board member
Martin Leonard		Book-keeper
Rachael Taylor		League organiser
Bexleyheath LTC		
Di Gaines	Blackheath LTC	
Chris Troke	Broadstairs & St Peters	



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Justine Eastbury	Bromley LTC	
Karen Chastang	Canterbury LTC	
Phil Lynch	HSBC LTC	Kent Tennis Office Team
Walmer TC		
Dartford Grammar School for girls		
Rosemary Lee		

	Agenda items	Key discussion points & decisions
1	Introduction and apologies for absence	NJ thanked everyone for joining and introduced the Trustees and Sandi Procter LTA President . He outlined the proceedings explaining that there would be 2 AGMs ,1 for the CIO followed by 1 for the Association . He asked JP to run through apologies. (see above)
2	Minutes of the EGM held 9 <sup>th</sup> January 2024	NJ presented the minutes. There were no matters arising.
3	Re-election of Trustees and their respective terms of office	NJ advised of the need in line with the CIO constitution to re-elect the Officers and Trustees . The CIO requires , 3 Officers – Chair , Secretary and Treasurer - although he was currently taking on the role of both Chair and Treasurer but was hopeful that the Treasure role would soon be filled - and up to 7 Trustees . A Trustee had recently resigned. NJ outlined the vote would be based on a block vote and asked members to approve the re-election of all Officers of and Trustees on their respective terms of office. The meeting approved unanimously.
4	Statement of accounts and balance sheet	NJ presented the financial statement of accounts and balance sheet for the CIO .
5	Annual Trustee's Report to Charity Commission	NJ presented the Trustees Annual Report to the Charity Commission and explained the report is required to show the public benefit the Charity has undertaken during the year .
6	Appointment of i) Auditors – Berringers ii) President and Deputy President  iii) Life Vice Presidents	NJ outlined outlined that Berringers have been the Association accountants for a number of years and previously he had undertaken a market test to ensure we were receiving good value for money for the service they offered . NJ also explained that he had checked that they had the competencies and skills required for auditors. When a new Treasurer is appointed, opportunity will be taken to review the auditors.  NJ explained that currently Mary Evans was President, and the Trustees had approached John Ratcliffe and offered the Deputy President role, but he had indicated his intention was to work more with North Kent so had declined. Macolm Smith would

		<p>take on the role as Deputy President and serve until 31st Dec. 2024</p> <p>Malcom Smith President and Hazel Linfield Deputy President were appointed by the Trustees to serve from 1<sup>st</sup> Jan 2025 - 31st Dec. 2026 which both have accepted .</p> <p>NJ outlined that Geoffery Stephenson had declined the offer to be appointed as an Honorary Life-Vice President. NJ requested that members approve Rosemary Lee, John Ratcliffe, Malcolm Smith to be appointed as Life Vice Presidents from 1<sup>st</sup> May 2024, and Mary Evans from 1 January 2025. The appointments were approved unanimously.</p>
7	Rules of Kent Tennis Charitable Trust	<p>NJ explained that members had seen the rules of CIO on a number of occasions and that both himself and JB had spent time looking at them and have done small tweaks .</p>
8	Proposed Change to Kent Inter-Club League Rules	<p>JB asked for approval to change the wording of the Kent Inter - Club Rules to state Junior Players must be 13 and over (previously 12 and over) at the start of the season which will bring the age limit in line with the LTA age limit . The changes to come into effect for the Winter 2024-25 season.</p> <p>Graham Silvester asked for clarification of when the age would come into effect. JB explained that that from the start of the season , a junior player could be 12 and over but from Winter 13 and over</p> <p>All members approved for the rule change with the exception of 1 member Clive Richardson.</p>
9	Resolution: Kent Tennis Subscriptions	<p>NJ informed the meeting that it was proposed that there would be no increase in subscription fees and asked members to approve.</p> <p>The proposal was approved unanimously.</p>
10	Presentation of Kent Tennis Volunteers for their Service	<p>Presentations were made to Malcolm Smith by Nigel Jordan the Chair of Kent Tennis CIO and Sandi Procter the LTA President for his invaluable service to Kent Tennis having been the Chair for 12 years .</p> <p>A presentation was made by Mary Evans, Kent Tennis President to John Ratcliffe for his invaluable service to Kent Tennis .</p>
11	Presentation of County Colours	<p>Presentation of Honorary County Colours were made to Nigel Jordan and Keeley Wicks by Mary Evans , Seniors County Colours to Keith Gill, by John Watton .</p> <p>Other recipients of Seniors County Colours, Chris Morgan and Brian Robinson, and Ladies County Colours, Phoebe Ecuyer-Dale were unable to attend the meeting, and arrangements will be made for them to be presented with their colours.</p>



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12	AOB	There was no other business
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Meeting closed at 7.30pm

Record approved and signed:

Signed for and on behalf of .....

KENT TENNIS CHARITABLE INCORPORATED ORGANISATION

Print Name : NIGEL JORDAN .....Date :.....