

Barnet Lawn Tennis Club

Clubhouse Project

Minutes of meeting 1<sup>st</sup> March 2011

Present: Robert Brazier (RB), Jackie Czuprynski (JC), John Hall (JH), Alex Lake (AL), Doug Morley (DM), George Panayi (GP), David Tomlinson (DT)

Apologies: John Littleford, Adrian Smith, David Taylor (DBT)

1. Role Allocation

Fund raising – AL  
Financial Control – GP  
Club Communications – JC & JH  
Business Plan – GP  
Sports development – JH  
Technical liaison – RB  
Architect – tbc  
Document Controller – RB  
Recorder – JC  
Planning Applications – DBT  
Project Co-ordinator - DT

**Action; all to research & gain an understanding of role & to report back at next meeting**

2. Project Plan

Timescale – aim for May 2013. DB will set out project plan. Need to allow for planning timescales (liaise with DBT).

Identify architects – Ealing & Ravens LTCs both recently had clubhouses rebuilt.

Practical issues – How to maintain club programme & minimise disruption to members without compromising health & safety. RB suggested a 2 phase approach to address this & possible funding issues.

Funding – possibility of asking members to contribute. GP suggested stand alone finance plan – including separate bank account. Look into different funding sources (grants & loans). n.b. JC & JH attending Barnet Club Conference on 7<sup>th</sup> March inc. workshops on Fundraising.

**Actions; DB draw up project plan**

**JC contact Ealing & Ravens for details of architects**

**AL look into funding options**

**JC & JH feedback to AL from conference**

### 3. Design Specification review

JH & DM suggested that multi-use will not only increase participation but also funding opportunities. Therefore, proposed to incorporate gym equipment, mini tennis court, possibly badminton or volleyball court. Some concerns re health & safety & liability issues. Land is leased from Barnet council so will need to check conditions of lease.

Important to seek views of members, but timing crucial. JC suggested displaying previous re-build plans as a starting place for comments.

**Action: DT forward plans to RB to produce display copies  
JH identify display area in clubhouse  
DT check conditions of lease**

### 4. Date & Time of next meeting

Tuesday 22<sup>nd</sup> March at 7-30pm