**DTTC COMMITTEE MEETING - TUESDAY 18TH MARCH 2025 19:30 AT DTTC**

**PRESENT:** Alison Telfer, Anne Borrowdale, Elaine Colquhoun, Gordon Duff, Graeme Boyd, Kay Solaja, Kenny Lee, Norma Brown

**APOLOGIES**: Dawid Sulkowski

**MINUTES OF LAST MEETING**: Agreed

**LEAGUE AND COMPETITION:**

* Review of Club Championships + learning for next year
  + Thank you to Kenny and Jason for their efficient organisation
  + Learning includes: be clear at the time when a decision made at a committee meeting is final, and cannot be changed afterwards.
  + Urgently review and clarify who is our Child Protection Officer now Dylan has stepped back. Alison will be CPO, and Graeme, Norma and Dawid also have Child Protection certificates. Anne to ask Senga for best practice guidance, including Safeguarding for vulnerable adults. CPO should be named on our Who’s Who board
  + We need a list of qualified First Aiders at the club – they also should be shown on our Who’s Who board. Anne to ask Senga about First Aid training through Table Tennis Scotland
* Inter-league Aberdeen 25/26 April – nothing further to report, deadline April, Dylan will chase
* National league coordination:Dylan will continue to manage the B and C teams for their remaining fixtures
* World Table Tennis Day “Spring Smash” Wed 23 April – Anne will organise this new-style all-comers short format event

**From WhatsApp** **– for minutes:**

Donation of £100 agreed for Boyd Telfer when he represents Scotland at the British Primary School Competition in Cardiff 4 – 6 April 2025. Alison to send bank details to Kenny. Elaine will ask Tom Marchbank about possible Rotary funds.

**CLUB MATTERS**

* Issues arising from Dylan stepping back as Head Coach and from the committee on 27 February: Dylan is taking some time out from being Head Coach and a committee member. Anne will note this on the website where needed.
  + Graeme will act as interim Head Coach, as he is already part of Monday and Thursday coaching and the coaching WhatsApp group.
  + Clarity is needed on club WhatsApp groups and etiquette within them as per Graeme’s paper previously circulated to the committee. Graeme will produce an updated paper following our discussion. Anne to produce a list of WhatsApp groups and their admins.
* **Committee membership**; responsibility for League and Competitions post-Jason and Teessport/Butterfly agency – held over till next meeting
* **End of Season Awards Night** Agreed to hold this at Dumfries Railway Club on Friday May 16, as recommended by organising group of Graeme and Alison. It is accessible, has a stocked and staffed bar, and capacity for 120+. We bring in our own catering, and there is a £40 charge. The sub-group will consider a Raffle to contribute funds, and a DJ.
* **Top 8 Senior Scottish Assessment Sunday 4 May**. 10 am for 10.30 start. Top 8 - both male and female players, 4 tables
  + Anne will be lead organiser, with Cameron Hussain at TTS
  + Graeme will do publicity, also with Cammy at TTS
  + Local umpires are needed, who do not need to be fully qualified. £10 each to be paid to 4 umpires for the day. Jason has offered, Anne to invite others, e.g. Dawid, Dylan
  + Volunteers will be needed to set up/take down the hall including seating for spectators
  + Alison will sort out catering
* Quiz for Danny: Danny has thanked the club for the funds raised at the quiz. Kenny will offer Oasis a taster table tennis session as a thank you for loaning chairs, and will send them a £30 donation – Alison to provide bank details.
* The Rotary Quiz invites teams from Sports Clubs on Fri 28th March. A DTTC team won last year, but no takers for a team this year
* Monday evening open sessions – these are currently covered by the “Regular Players” WhatsApp group. Sessions can start from 7 pm when Coaching sessions pause for the Easter holidays. Graeme will increase promotion of open sessions
* Club Development and strategy – on hold
* Who’s Who board – Graeme will progress this

**From WhatsApp** **– for minutes:**

* Loan of medals and trophies to Holywood Trust for 16 May
* Parkinson’s Group booked for 18 March, 8th and 22nd April, all 2-3pm.

**BUILDING AND MAINTENANCE (Gordon)**

* Front door:
  + Lockharts quotes £2592 + electric latch, £1,294.72 + £80 annual maintenance contract
  + We are eligible for a 75% cashback grant of £1,944 and an interest-free loan of £648 from the Energy Saving Trust – total £2592 - but we cannot have the grant without also taking the loan. We need to provide evidence that DTTC can enter into a loan agreement, which means holding an Emergency General Meeting to approve this. We intend to pay off the loan immediately or as soon as allowed. The EGM can be on Zoom. We need to give 4 days notice and we need a minimum of 12 attendees. Anne to organise this.
* Condensation in hall: Gordon to liaise with Graham Gault on this to resolve issues before next winter.
* Boiler/pipework and electric heatersAwaiting further input from Graham Gault
* Gordon will chase Iain McCleod for the outstanding jobs: James Wallace and Pat Christie plaques, outside sponsor board, shelf for the microwave, shelf in the office, splashback behind the kitchen sink
* Disposal of old light fittings – Gordon is chasing Matthew Wallace to remove these
* Painting around the fire exit from the hall – nothing to report
* Update on cutting back trees at the rear of the club – nothing to report
* Project to refurbish upstairs – this was Dylan’s initiative, and is on hold for the time being

**FINANCES & MEMBERSHIP (Kenny)**

* Bank balances are:
  + Bank of Scotland £8,327.45
  + Hampshire Trust Bank Easy Access (4.12% variable -> 3.87% from 19th
  + March) £17,507.92
  + Hampshire Trust Bank 1 Yr Saver (4.55% Fixed - Matures 12th November
  + 2025) £70,000.00

The first bank charges are due to be paid on 21st March for the period 10th January to 9th February. The amount is £17.46 (invoice attached showing the breakdown).

* Export meter fitted 28 Feb. Smart Export Guarantee tariff has now been set up with British Gas. As a British Gas supply customer, we are eligible for the Export and Earn Plus tariff of 15.1p/kwh.
* The FusionSolar App does not show any readings from the end of January - it appears to have disconnected from the WiFi. Kenny is currently communicating with Fusion to make sure he can connect it again. This won't affect the smart meter readings.
* Membership update: 129 members: 59 x £5 Basic, 49 x monthly £15/20. 14 x Annual, 3 lifetime, plus 2 registered, unknown if paid. 108 are registered via our online form, 80 have signed up to the club email list.
* Online registration form and database – Reuben has updated the registration forms. Anne will consult on the new version with Elaine, Norma, Kay and Kenny
* Table Tennis Table for Sale £100 – Alison is interested if it can be temporarily stored at the club

**COMMUNICATIONS**

* Website: Addition of Disability group page, and possible Still Gamers page – nothing to report

**HEALTH & SAFETY (Alison)**

* Alison is yet to update the Risk Assessment
* Incidents – Alan Sprung, Kay (scaffolding). First Aid training and list. Must make sure to report incidents and actions needed. Incident forms and the first aid box are under kitchen bar\*
* The new door will be slightly wider to improve wheelchair access, and will be opened by a card reader at an accessible point.

**CORRESPONDENCE**

* Table Tennis Scotland AGM Sat 5 July 12 noon, Edinburgh Sports Club EH4 3DH.
* Holywood Trust have invited an adult and a young representative from DTTC to their Spring Gathering at [**The Bridge (Dumfries)**](https://maps.app.goo.gl/jaz3oMotRmHcB89k8)on **Friday 16th May 2025**, from 17.30 to 19.30. Anne to forward to Alison for her and Boyd to attend.

**WhatsApp - for minutes**

* Disability Sport Championships 18 May Perth – circulated to Disability group, Parkinsons
* Change.org petition re Bells Sports Centre (from Jason)

**Meeting ended 21.17**

**NEXT MEETING**: **Tues 22 April 2025**

\*Since this meeting, the First Aid box has been moved to be above the defibrillator in the main hall