

LIVERPOOL & DISTRICT TENNIS GROUP

15 Maunders Court

Crosby

Liverpool L23 9YU

(paulineoliver5452@sky.com)

October 2016

To: All committee members, club secretaries and coaches:

ANNUAL GENERAL MEETING TO BE HELD ON THURSDAY 3rd NOVEMBER

AT BLUNDELLSANDS LTC, COMMENCING AT 8pm

This letter serves as notice of the forthcoming Annual General Meeting of the Liverpool Group.

Please ensure that your club is represented by a person who is NOT a member of the group's committee and that this person is empowered to speak and vote on your club's behalf. Your representative will also be responsible for relaying to your club members any decisions made, any topics discussed along with any information that may be of interest or importance to your members. The Group Committee also extends an invitation to Club Coaches and/or responsible adults who are involved in the organisation/running of the Junior League. Please inform them of the date of this meeting.

Fines will be imposed for non-representation of your club (£15, increasing to £25 if not paid within 21 days of the date of the meeting).

The agenda for this meeting is on the reverse of this letter, please bring it with you on the night.

If you have any matters that you wish to discuss this can be done through Any Other Business but please let either Phil or myself know by email prior to the meeting.

There is one rule change and you should take time to read and consider this change with your members if you feel they have any reflection on your club or the Group. (Overleaf).

I look forward to seeing you on the evening

Yours,

Pauline Oliver

(Hon Secretary)

ANNUAL GENERAL MEETING

A G E N D A

Apologies for Absence:

Minutes of the 2015 AGM

MATTERS ARISING:

Chairman's Remarks:

OFFICERS REPORTS:

- Secretary
- Social Secretary
- Match Results Secretary
- Treasurer (presentation of annual accounts)
- Handbook Secretary
- Juniors Secretary
- Tournament Secretary
- Website Manager
- Match Regulations Chairman

RULE CHANGES

Proposal to change rule Match Regs 1i to change "31st of December" to "31st of January"

LDTSG - Report on progress of the Liverpool and District Tennis Steering Group from Tony McKee – Chair of the Group.

70th ANNIVERSARY – how to mark the occasion

APPLICATION – From Ormskirk Tennis Club to join the Group.

ELECTION/RE-ELECTION OF OFFICERS & COMMITTEE

L.T.A.MATTERS

ANY OTHER BUSINESS: - Open forum for discussion.