



West Kent Table Tennis Association

AGM Information

To be conducted via email.

Contents

1	Agenda	2
1.1	Apologies for absence	2
1.2	Minutes of last AGM	2
1.3	Matters arising	2
1.4	Reports	2
1.4.1	General Secretary	2
1.4.2	Treasurer	2
1.5	Election of Officers	2
1.5.1	Chairman	2
1.5.2	President	2
1.5.3	General Secretary	2
1.5.4	Registration Secretary	2
1.5.5	Treasurer	2
1.5.6	Vice Chairman	2
1.5.7	Development Officer	2
1.5.8	General Committee	3
1.5.9	Vice Presidents	3
1.6	Proposals	3
1.7	Any other business	3
1.8	Presentation of awards and trophies	3
2	Reference A: Rules	4
3	Reference B: Minutes of the 2018/19 AGM	8
4	Reference C: Secretary's Report	15
5	Reference D: Accounts	17

1 Agenda

1.1 Apologies for absence

Any apologies for absence. Not applicable this year as no physical meeting will take place.

1.2 Minutes of last AGM

Minutes of the last AGM, detailed in section 3, are submitted for approval. Please advise a member of the committee of any amendments.

1.3 Matters arising

Any matters relating to last year's minutes in need of discussion. Please advise a member of the committee of any queries.

1.4 Reports

1.4.1 General Secretary

The General Secretary presents his report for the year. The General Secretary's report can be found at 4. Please advise Dave Cowlen or any other member of the committee of any queries on the content.

1.4.2 Treasurer

The Treasurer presents his report for the year. The accounts and treasurer report can be found at 5. Please advise Dan Powley or any other member of the committee of any queries on the content.

1.5 Election of Officers

Rule 4: All members of the committee shall retire annually, but shall be eligible for re-election. Nominations shall be made at the Annual General Meeting, and if more names are proposed than the number required to fill the vacancies the election shall be by ballot.

1.5.1 Chairman

Held by Tyron Stalberg in 2019/20. Tyron has indicated he will be willing to continue in the role for 2020/21.

1.5.2 President

Held by Ming Majoe in 2019/20. Ming has indicated he will be willing to continue in the role for 2020/21.

1.5.3 General Secretary

Held by Dave Cowlen in 2019/20. Dave has indicated he will be willing to continue in the role for 2020/21.

1.5.4 Registration Secretary

Held by Nick Smith in 2019/20. Nick has indicated he will be willing to continue in the role for 2020/21.

1.5.5 Treasurer

Held by Dan Powley in 2019/20. Dan has indicated he will be willing to continue in the role for 2020/21.

1.5.6 Vice Chairman

Vacant for 2019/20. A volunteer is requested for this role.

1.5.7 Development Officer

Held by Nick Smith in 2019/20. Nick has indicated he will be willing to continue in the role for 2020/21.

1.5.8 General Committee

General committee members for 2019/20 were Malcolm Cole, Roger Harris, Paul Homewood and Sarah Maris. Roger Harris retired from the role during the season. Volunteers are welcomed for committee positions.

1.5.9 Vice Presidents

Vice Presidents for 2019/20 were J. Batchelor, J. Bateup, A. R. Blundell, J. Butler, Mrs. M. Carden, M. Cole, J. Davison, S. Day, P. Henderson, B. S. Hodder, E. G. B. Houghton, R. Jeffery, C. Kelly, B. Lees, D. Lowrie, H. M. Macdonald, J. Neal, D. Pilcher, J. Reeves, R. Smewing, R. Taylor, A. J. W. Woollven and D. Wootten.

1.6 Proposals

Proposition 1.1. To maintain the 2019/20 structure of the league for 2020/21. To either play each team twice each or three times depending on level of team entries.

Proposition 1.2. To reduce team registration fees from £18 per team to £12 per team for the 2020/21 season.

Proposition 1.3. To amend rule 10 to the following: *There is no requirement for The Committee to meet formally unless specifically requested by either the Chairman, General Secretary or Treasurer. Matters arising where a Committee decision is needed will generally be completed by email circulation between The Committee. Any meetings which are called by the Officers referred to above may be conducted by video conference.*

1.7 Any other business

Please advise a member of the committee of any other matters you wish for inclusion for discussion.

1.8 Presentation of awards and trophies

Deferred until safe to do so.

2 Reference A: Rules

CONSTITUTION AND RULES

The Association.

1. The Association shall be known as the West Kent Table Tennis Association. Our Association shall be affiliated to English Table Tennis Association Limited known as Table Tennis England and Kent County Table Tennis Association (K.C.T.T.A.) and adopts the disciplinary codes of those bodies.

The League.

2. The Association shall run a League. The Rules under which the League's competitions shall be played shall be those of Table Tennis England subject to the discretion of the Associations Committee.

Clubs shall be required to pay affiliation fees to the K.C.T.T.A., which shall be payable to the Association in advance, and must be paid by July 31st. A Development League, open to all players of all ages, shall be created as and when feasible to function outside the principal league and subject to such rules as the Committee shall from season to season decide, but to be considered as part of the West Kent Table Tennis Association.

Management

3. The Association shall be managed by a Committee consisting of the following Officers, namely:- Chairman, Vice-Chairman, General Secretary, Treasurer, Registration Secretary and at least seven others (provided there is sufficient interest from the membership to fulfil these roles).

Election and Retirement of Officers and Committee

4. All members of the committee shall retire annually, but shall be eligible for re-election. Nominations shall be made at the Annual General Meeting, and if more names are proposed than the number required to fill the vacancies the election shall be by ballot.

Power of Committee

5. The Committee shall have the power:

- (i) to appoint Sub-Committees for specific purposes;
- (ii) to co-opt to fill any vacancy;
- (iii) to exercise their discretion where the Rules are silent.

Annual General Meeting

6. The A.G.M. of the Association shall be held not more than 84 days after the close of the season, when the Report of the Committee and the accounts for the past year, duly audited, shall be presented, the Officers and other members of the Committee and the auditors for the ensuing year elected, and all general business transacted. At least ONE Member of each Club shall attend. Each registered player and each member of the Committee shall have one single vote and the Chairman of the Annual General Meeting shall have an additional casting vote in the event of a tied vote. Those not attending the A.G.M will not be entitled to vote (other than in exceptional circumstances accepted in advance by the committee).

Extraordinary General Meeting

7. An Extraordinary General Meeting may be called at any time at the discretion of the Committee and shall be called within 21 days after the receipt by the General Secretary of a requisition in writing to that effect signed by at least six members. Every such requisition shall specify the business for which the meeting is to be convened and no other business shall be transacted at such meeting. Voting rights at an Extraordinary General Meeting shall be the same as those for an Annual General Meeting.

Notice of General Meeting

8. A notice of each General Meeting shall be sent to each Club Secretary at least 14 days prior to the day fixed for such meeting.

Quorum at General Meeting

9. No business other than the formal adjournment of the meeting shall be transacted at any General Meeting unless a quorum is present and such quorum shall consist of at least 5 percent of the membership.

Meetings of Committee

10. The Committee shall meet not less than three times a year and (if possible) at intervals of no more than two months during the season. No business other than the formal adjournment of the Meeting shall be

transacted at any Committee meeting unless a quorum be present and such quorum shall consist of no fewer than five of the Committee. Resolutions etc. shall be passed by a majority of votes properly recorded, and in the case of any equality of votes the Chairman shall have the casting vote. Any members of the Committee having been absent from three consecutive meetings without satisfactory explanation being received by the General Secretary or Chairman shall cease to be members of the Committee.

RULES

The Principal League Competition

11. Clubs (which for the purpose of these Rules shall include any group of players wishing to play together not part of another club) shall make application to the Registration Secretary, in writing, by 31st July, stating their required team entries for the following season (usually running from September of the current year to the end of April the following year). A Club wishing to enter a new team into the League may nominate this team for a specific Division, the acceptance of this nomination resting with the Committee. A club entering more than one team shall arrange their teams in descending order (where practicable) of playing strength designated from "A" downwards. Teams that have been accepted into the League but who subsequently withdraw, either before or during the playing season, shall cause their Club to be fined at the discretion of the Committee.

12. The Committee shall be empowered to structure the League for the coming season in the light of team applications received and playing strength.

13. Each team shall consist of two players. Each player in one team shall play each player in the opposing team one set, the result of which shall be determined by the best of five games. A doubles match will also be played after the first round of singles (i.e. the third set of five sets).

14. At least two players shall be nominated for each team. Teams will have the flexibility to select players from within their division (or from divisions below where this applies) to fulfil a fixture.

There will be no restrictions to playing for others teams or clubs unless the committee deems that a club or team is acting outside of the aim of the league (The aim of the Association is to promote the game of table tennis and to create a local table tennis community in the West Kent area which will allow players of all ages and abilities to enjoy both competitive and social table tennis in a friendly and welcoming environment).

Generally, the expectation is that where a team uses a player from another team within the same division, that player will be of a standard not significantly higher than the player being substituted.

Floating players wishing to play occasionally in the league may also be registered for use by any club. This may be players from the development division or ad hoc players not associated with clubs registered in the league. Their rating (see below) will determine which divisions they are eligible to play in.

A rating will be allocated by the Registration Secretary to a previously unrated player having consulted with the relevant club secretary or team captain and taking into consideration any data from Table Tennis England or other leagues. Such rating may be amended accordingly after the Registration Secretary has received the results from at least three relevant matches.

15. A player may only play in a match in the principal league of the Association once their registration has been completed in accordance with the next following Rule and they have been registered with Player Membership of Table Tennis England. The Committee reserve the right in all cases to define the Division below which any individual player shall not be permitted to play. Any Team contravening any part of this Rule shall forfeit the sets concerned.

16. The name of each player must be entered on a league registration form by their respective Club, and this form, together with a Team Registration Fee of £18 per team must be sent to the Registration Secretary. (Note that the introduction of a registration fee per team rather than per player, effective from 2019/20, will simplify administration, with no extra charge for teams with only two players registered and represent fairer value for teams with multiple registered players.) There will be no reduction in the Team Registration fee for teams made up of or including junior players.

A player registered after commencement of the season will not be eligible to play in any League matches until the Club Secretary or Team Captain has received confirmation of registration from the Registration Secretary or in his absence either the league Chairman, General Secretary or Treasurer. The Committee shall have discretion to decline any new registration after 31st December for any team for which their playing strength is considered inappropriate having regard to the division in which that team plays.

17. Any team having played at least two-thirds of its fixtures and unable to fulfil remaining fixtures for-

feits these to its opponents.

18. Each team shall play every other team in the same division at such frequency as determined by the General Committee prior to commencement of the playing season. Matches shall commence by 7.45p.m. Tables used in the same match are to be of the same standard in equivalent playing conditions. Unless otherwise agreed by both acting captains, sets shall only be played in the order shown on the official match card.

19. Points for matches shall be awarded on the basis of one point per set, i.e. 5-0, 4-1, 3-2, etc.

20. Clubs shall endeavour to provide the highest possible playing conditions with a minimum of 500 lux across the whole playing area and any written directives from the League Committee shall be carried out promptly.

21. (a) When submitting their team entry for the following season clubs shall state their regular home night (or home nights where teams play in multiple venues) which the General Secretary shall cause to be communicated to every Club Secretary before the playing season starts and any change of regular home night shall require the approval of the League Committee.

(b) A match may be played on a night during the week allocated for it in the fixture list other than the regular home night if both teams agree. Otherwise no fixture rearrangement shall be allowed except in the case of (i) inclement weather or (ii) non-availability of the match venue. The decision of the Committee on both these points shall be final.

(c) If any match is not played in accordance with this Rule, a team judged by the Committee to be at fault shall receive no points and the Committee shall award points to a non-defaulting team taking into consideration relevant matches played up until the end of the first half of the season or the date of the relevant meeting of the Committee if later.

(d) The captain of a team requesting a rearrangement must notify the Registration Secretary no later than 24 hours from the time when the match was due to be played.

22. Teams must ensure that all rearranged matches are played no later than the end of the last week for matches in the League Competition matches shown in the fixture list.

23. The home and away teams shall be responsible alternately for providing an umpire for each set. The decision of such umpire, who may be a player in the match, shall be final. The doubles will be umpired by the home team players (unless agreed otherwise) if there is no non-playing umpire available.

24. Results must be notified to the Registration Secretary preferably using the online facility on the website of the Association and otherwise electronically by a scanned copy of the match card, by facsimile or by posting, in all cases within 48 hours of the end of each match. If the original match card is not sent, it shall be retained until the end of the season and provided to the Registration Secretary upon request by the Committee.

25. All teams shall endeavour to field a full team for every match. When only one team has a full side for a match the un-played sets shall be awarded to that team. One player can constitute a team in exceptional circumstances (e.g. a player being unable to attend due to traffic conditions or adverse weather) In such circumstances, a player from another table can participate provided they fulfil the criteria set out at rule 14.

26. The home team shall choose and provide 3-star balls of any colour approved under the Laws of Table Tennis, but the same colour ball shall be used throughout any match.

27. There shall be no automatic promotion or relegation. The divisional formation each new season shall be dependent on the strength of the players nominated for each team.

28. In the event of a tie on points for a place in the League Table, the final standings shall be decided by (a) matches won, and if still a tie (b) the results of matches played between the teams involved.

Amendments

29. Proposals for all new rules and amendments to rules shall be submitted in writing to the General Secretary by the end of the April preceding the relevant Annual General Meeting.

Conduct

30. Any dispute shall be referred in writing to the Chairman or General Secretary within 48 hours after the dispute has arisen, a copy of the complaint being sent by the Chairman or General Secretary to the club of the player or players concerned. Any such dispute shall automatically be referred to the Committee for settlement and the decision of the Committee shall be final provided that it is in accordance with these Rules and does not breach the rules and regulations of the County or National Associations or the principles of natural justice.

31. Clubs which are persistently in breach of these Rules despite a written warning to that effect shall not be readmitted to the League the following season.

Closed Tournament

32. The qualification and other rules shall be agreed by the Committee each year and shown on or referenced in the entry form. The Committee will determine if the closed tournament is run each year factoring in the level of interest and commercial viability of running the closed tournament.

Newsletter

33. Information contained in the Association Newsletter under the heading League Committee Notes is to be regarded as an official communication from the Association to its member clubs.

The Baldry Cup

34. The Baldry Cup shall be awarded to the individual who achieves the highest average in Division One, having played in at least two thirds of the maximum matches playable.

The Pilcher Trophy

35. The Pilcher Cup shall be awarded to the individual under 18 years of age on the 1st July preceding the playing season who achieves the highest rating at the end of the season, having played in at least two thirds of the maximum matches playable.

The Paul White Memorial Cup

36. The Paul White Memorial Cup shall be awarded to the individual who has shown the greatest improvement during the season.

3 Reference B: Minutes of the 2018/19 AGM



**West Kent Table Tennis Association
Minutes of the Annual General Meeting
Held at 8.00 pm on Thursday 20 June 2019 at the Angel Centre Tonbridge**

Attending

Tyron Stalberg (Chairman) (TS)	Paul Homewood
Ming Majoe (President) (MM)	Heidi Smith
Dave Cowlen (Acting Secretary)	Peter Duke
Dan Powley (Treasurer) (DP)	Geoff Curtis
Malcolm Cole (MC)	Roger Harris
Nick Smith (Reg. Secretary & Development Officer) (NS)	

Apologies for absence

Sarah Maris (SM)
Filippo Rotunno
Paul Livermore

1. Welcome & apologies for absence

The Chairman opened the meeting by welcoming all those present. He also thanked fellow committee members for their support and efforts during the year. Apologies for absence were noted.

2. Minutes of the last meeting

A proposal was received from the floor that the minutes should be accepted as a true and complete record of the meeting. This proposal was seconded and the minutes signed by the Chairman.

3. Matters arising

There were no matters arising from the minutes.

4. Reports

4.1. Secretary's Report

DJC reported on the following subjects:

- League operations

- Registration fees and rule amendment
- Frequency of committee meetings and rule amendment
- TT365 League Manager Software
- Sunday sessions
- Development League

The Secretary's written report is appended to these minutes and the following points were noted:

- The rule amendments for a team registration fee of £18 rather than per player and a reduction in the number of meetings to three per annum were agreed.
- The Committee wishes Brian Milsted to continue with the Development League and asked DJC to relay their thanks to him. Later in the meeting it was agreed he should be invited to become a Vice President.
- The Committee would take a view on continuing with TT365 once the TTE AGM had been held on 29 June 2019.

4.2. Treasurer's Report

DP circulated the accounts for 2018/19 which are appended to these minutes.

DP reported that there was a small surplus for the year which included the loss from the Sunday Sessions resulting primarily from an invoice for £400 in respect of hall hire fees not being included in 2017/18 accounts, whilst the revenue for the corresponding period had been included in the previous year.

A proposal was received from the floor to adopt the accounts which was also seconded from the floor.

4.3. Development Report

NS reported that there were 69 registered players of which 22 were Development League players. Sixteen teams participated in the Winter League.

Brief comment was made on the central venue concept, but there doesn't appear to be a strong case to consider this option again in the immediate future.

5. Election of Officers and Vice Presidents

Election of the Officers of the Association took place with the result as follows:

Chairman	Tyron Stalberg
President	Ming Majoe
General Secretary	Dave Cowlen
Registration Secretary & Development Office	Nick Smith
Treasurer	Dan Powley

page 2

Vice Chairman	Remains vacant
General Committee Members	Malcolm Cole, Dave Cowlen, Sarah Maris, Roger Harris, Paul Homewood.

Vice Presidents were noted as follows:

J. Batchelor, J. Bateup, A. R. Blundell, Mrs. M. Carden, M. Cole, J. Davison, S. Day, P. Henderson, B. S. Hodder, E. G. B. Houghton, R. Jeffery, C. Kelly, B. Lees, D. Lowrie, H. M. Macdonald, J. Neal, D. Pilcher, J. Reeves, R. Smewing, R. Taylor, A. J. W. Woollven and D. Wootten.

It was noted that John Butler was deceased.

TS proposed that Brian Milsted should be offered a Vice Presidency in view of his contribution to operation of the Development League. This was agreed and DJC will invite BM to the Vice Presidency role. (This has now been accepted by Brian.) **DJC**

6. Proposals

The following proposals were accepted:

- To continue running the league in the existing two player format and either playing each team two or three times.
- To replace individual registration fees with team registration fees of £18 per team. **DJC**
- To adopt the rule amendments corresponding to the above and refinement of the substitution rule. Note that Geoff Curtis suggested that the bracketed sentence describing the aim of the Association (see below*) should be placed at the beginning of the Constitution and Rules rather than in the body of the rule amendment. This was agreed. **DP**

*(The aim of the Association is to promote the game of table tennis and to create a local table tennis community in the West Kent area which will allow players of all ages and abilities to enjoy both competitive and social table tennis in a friendly and welcoming environment).

7. Closed Tournament

NS reported that he had emailed 56 members to seek views on the tournament and received 13 responses, though without any clear consensus. After discussion it was agreed the NS would select a pre-season date and issue a further email advising the date and emphasising the banded approach to try and encourage division two and Development players to enter. It was noted that it would require about 20 players for the tournament to be financially viable.

8. Any other business

None.

9. Presentation of Trophies

MC announced the winners of the Main League trophies and these were presented by the President, Mr Ming Majoe. Please see the attached list.

10. Closure of Meeting

There being no further business, TS thanked everyone for their attendance and the meeting was closed at 21.30.

D Cowlen
West Kent Table Tennis Association
26 June 2019

WKTТА AGM - 20 June 2019

Secretary's Report

Operation of League

Generally the League has operated smoothly with very few cancellations or rearrangements. Some teams have on occasions struggled to find two players, but the flexibility around substitutes has been helpful. A minor change to the substitution rule is being made – see next page.

Registration Fees

Currently league registration fees are based on £9 per registered player. It is proposed that we move to a per team fee of £18 which will simplify administration. It will be up clubs to determine how they recoup the team fee i.e. either through match or membership fees. This change will result in a small drop in our revenue as we will be collecting less for teams with more than two registered players, Dan has established that this is easily covered by our surplus.

Meetings

Since last year's AGM the Committee has met only once on 3 April 2019. Other matters have been dealt with by email between the committee. One of the Rule changes being proposed is that we should reduce the number of meetings from six as stated in the current rules to three.

TT365

Earlier this year TTE announced their intention to replace TT365 with a TTE in-house system. TT365 are a small independent software company formed some years ago to develop the TT League Management System. They also developed the software to operate TTE's membership system.

It seems that TTE decided to bring their membership system in house which resulted in a reduction on TT365s income. TT365 attempted to raise the cost of the League Management System to compensate for the loss of income, given that their overheads would remain much the same. Negotiations between the two organisations broke down completely and TTE announced it's intention to replace TT365 with it's own system which is currently under development with the objective of being fully implemented by September.

TT365 approached leagues currently using TT365 inviting them to rent the system direct from them at an estimated cost of £7 per annum per registered player. Separately a proposal was put forward to be voted on at the TTE AGM on 29th June to reduce the TTE membership fee by £7 per member in order that leagues could continue to use TT365 effectively at neutral cost. This proposal is being voted on at the TTE AGM on 29 June. It seems that there is significant support for the proposal. WKTТА have indicated to our TTE National Counsellor (Neil Le Milliere) that we are minded to continue using TT365 if the proposal to reduce membership fees is successful and therefore support the fee reduction proposal.

We shall have to take a view after the TTE AGM. Currently there has been no information about the nature of the commercial relationship with TT365 going forward or how fees will be collected. We would probably have to look to the clubs to pay a lump sum for the TT365 fee based on their registered players and then recoup from the individual players if they wished to do. Overall based on £7 per registered player the total TT365 cost would be around £450.

Sunday Sessions

The Sunday sessions at Meadows School continue with typical attendance of between 8 and 12 players. There are a core of eight or so players that attend nearly every week and we then have a

page 5

larger number that attend less frequently. The sessions continue to be a good option for recreational players to practice regularly and a route back into the game for league standard players who want to start playing again. For next season we will have four new players in the league who have come via the Sunday sessions (Jo Boyle, Paul Snaith, Martin Sadler and Martin Dunville). Many of the Sunday players also attend the T&T Wednesday sessions.

As the accounts indicated overall the sessions have been running at a small loss but this is balanced by the Development League which has been running at a surplus.

Development League

The League was again run by Brian Milsted. There were nine match evenings held involving ten two player teams and a number of substitutes. There were some difficulties with players cancelling at short notice and I have suggested to Brian that it would be preferable to reduce the number of teams to eight and also appoint a team secretary to each team.

Brian has specifically asked if WKTTA would like him to continue running the DL. I said that I thought the answer would almost certainly be yes, but I would confirm that.

DJC

Rule Changes

Meetings of Committee

10. The Committee shall meet not less than three times a year and (if possible) at intervals of no more than two months during the season.

Substitutes

14. At least two players shall be nominated for each team. Teams will have the ability to select players from within their division (or from divisions below where this applies) to fulfil a fixture.

There will be no restrictions to playing for others teams or clubs unless the committee deems that a club or team is acting outside of the aim of the league (The aim of the Association is to promote the game of table tennis and to create a local table tennis community in the West Kent area which will allow players of all ages and abilities to enjoy both competitive and social table tennis in a friendly and welcoming environment). Generally, the expectation is that where a team uses a player from another team within the same division, that player will be of a standard not significantly higher than the player being substituted.

Floating players wishing to play occasionally in the league may also be registered for use by any club. This may be players from the development division or ad hoc players not associated with clubs registered in the league. Their rating (see below) will determine which divisions they are eligible to play in. A rating will be allocated by the Registration Secretary to a previously unrated player having consulted with the relevant club secretary or team captain and taking into consideration any data from Table Tennis England or other leagues. Such rating may be amended accordingly after the Registration Secretary has received the results from at least three relevant matches.

Team Fee

16. The name of each player must be entered on a league registration form by their respective Club, and this form, together with a Team Registration Fee of £18 per team must be sent to the Registration Secretary. (Note that the introduction of a registration fee per team rather than per player, effective from 2019/20, will simplify administration, with no extra charge for teams with only two players registered and represent fairer value for teams with multiple registered players.) There will be no reduction in the Team Registration fee for teams made up of or including junior players.

WEST KENT TABLE TENNIS ASSOCIATION

LEAGUE WINNERS & TROPHIES 2018/19

Division 1	C Allcorn Cup	Leigh "A"
Division 2	Perpetual Cup	Otford "D"
Doubles League Winners		No Competition
Best Individual in Division 1	Baldry Cup	M. Brown (Leigh)
Best Under 18 Average In Highest Division	Pilcher Tankard	No Competition
Most Improved Player	Paul White Memorial Cup	I. Freeman (T&T)
Handicap	Shield	No Competition (Shield at Byng Hall)

TOURNAMENT WINNERS & TROPHIES

Open Singles	Manu-Life Trophy	Tyron has
Open Doubles	Harris Memorial Cup	Tyron has
Vets Singles	B P Bezant Cup	Tyron has
Vets Doubles	Ron Terry Cup	No Competition
Handicap	Rivercourt Cup	No Competition
Over 60's Singles	Eric Batchelor Cup	Malcolm has
Ladies Singles	John Knock Cup	No Competition
Mixed Doubles	Quarry Cup	No Competition
Division 2 Singles	Alan Woollven Cup	No Competition
Division 2 Doubles	John Butler Cup	No Competition
Under 15 Singles (Cadets)	S.Woollven Cup	No Competition
Under 18 Singles (Juniors)	Le May Cup	Malcolm has
Senior Singles		No Competition
Band 1 Singles		
Band 1 Doubles		No Competition
Band 2 Singles		

NOTE: All cups under "No Competition" entries are held by Malcolm (except the Handicap Shield)

4 Reference C: Secretary's Report

WKTТА AGM - July 2020 Secretary's Report

1. Operation of League

As we all know Covid-19 interrupted the conclusion of all competition and activities. Up to that point the League had operated smoothly with very few cancellations or rearrangements. Some teams occasionally struggled to find two players, but the flexibility around substitutes generally ensured that matches were played as scheduled.

The last matches played were those held in the week commencing Monday 9th March. The final league positions were deemed to be as of the end of that week.

2. League Results & Other Awards

WKTТА	Division 1	Division 2
Winners	Leigh A	Byng Hall A
Runners Up	Teen & Twenty A	Otford D
Highest Average	Mark Brown (Leigh A)	Michael Fennell (Otford D)
Most Improved Player	Mark Baker	

Kent League Teams	Division	Position in League
WKTТА 'A'	1	4 th
WKTТА 'B'	2	3 rd
WKTТА 'C'	3	6 th

County Representation

The following players represented the county:

Name	Club		Name	Club
Mark Romano	Leigh		Paul Homewood	Otford
Mark Brown	Leigh		Nick Smith	Teen & Twenty
John Dyson	Leigh		Heidi Smith	Otford
Paul Livermore	Otford		Tyron Stalberg	Otford

3. Registration Fees

This season saw a change to a per team registration fee of £18 per team instead of a per player fee, the objective being to simplify administration of the registration process for both clubs and league administrators. In view of the surplus in the accounts it is proposed that the fee is reduced to £12 for the season 2020/21.

4. Meetings

There have been no Committee meetings held since last year's AGM on 20 June 2020. Any matters needing attention have been dealt with by email between the members of the Committee.

It is proposed that in view of the ease of email communication and the flexibility this provides, the League rules should be further amended to the effect that other than the Annual General Meeting, there is no requirement to hold formal Committee meetings unless it is felt necessary and requested by either the Chairman, General Secretary or Treasurer. A proposed amendment to Rule 10 is appended to this document.

5. League Administration Software

The League moved to Table Tennis England's 'Leagues' software at the start of last season and whilst there is potentially an option to return to TT365, it has been decided to continue with the existing system for 2020/21 season.

6. Sunday Sessions

The Sunday sessions at Meadows School have been well supported with the standard of play continuing to improve. This has encouraged a number of main league players to attend which in turn has helped raise standards generally.

As the accounts indicated the sessions have run at a surplus of £415 for the year.

7. Charitable Donation

We have an excellent relationship with Meadows School who are keen for us to resume our activities there as soon as possible. Meadows School is a Barnardos school and in view of the surplus generated by our activities at Meadows, our relationship with them and the impact that Covid-19 has made on the Barnardos charity, the Committee decided it was appropriate to make a charitable donation of £100 to the Barnardos Emergency Appeal. This has been gratefully received by Barnardos.

8. Development League

The Development League was again successfully run by Brian Milsted. Matches were played on the last Friday of each month between September and February with over 20 players participating. As with the main league, fixtures were not completed as a result of Covid-19. It is hoped to conclude the remaining fixtures on a Sunday afternoon at Meadows as soon as play is possible though if not feasible, the final league positions will be those as at the last fixtures played.

The Development League has proved to be a successful means of introducing players to the main WKTAA League with around fifteen players making that transition.

Dave Cowlen
3 July 2020

Rule Changes

Meetings of Committee

10. There is no requirement for The Committee to meet formally unless specifically requested by either the Chairman, General Secretary or Treasurer. Matters arising where a Committee decision is needed will generally be completed by email circulation between The Committee. Any meetings which are called by the Officers referred to above may be conducted by video conference.

5 Reference D: Accounts

West Kent Table Tennis Association
31/05/2020
Income and expenditure (summary)



Income

League registration fees	306.00	
KCTTA affiliation fees	108.80	
Sunday sessions fees	2,831.91	
Development league fees	462.00	
Kent League player fees	156.00	
Tournament entry fees	-	
Tournament refreshment sales	-	
		<hr/>
		3,864.71

Expenditure

KCTTA affiliation fees	108.80	
Hall hire	2,408.00	
Equipment hire	383.97	
Trophies and engraving	55.30	
Refreshment costs	9.26	
Printing, postage and stationery	5.99	
Website costs	79.00	
Bad debts	-	
Penalties and fines	-	
Sundry	5.00	
		<hr/>
		(3,055.32)

Surplus/(deficit) for year	<hr/>	809.39
Add: opening balance		1,821.87
Closing balance	<hr/>	<hr/> 2,631.26

Balances made up of:

	Opening	Movement	Closing
Bank	2,080.66	220.03	2,300.69
Cash in hand	414.21	(209.34)	204.87
Debtors	4.00	200.00	204.00
Creditors	(677.00)	598.70	(78.30)
	<hr/>	<hr/>	<hr/>
	1,821.87	809.39	2,631.26

Notes:

(1) Six table tennis tables owned by West Kent Table Tennis Association are held at Weald TTC.

West Kent Table Tennis Association
31/05/2020
Income and expenditure (admin)



Expenditure

AGM room hire	-
Printing, postage and stationery	5.99
Website costs	79.00
Bad debts	-
Penalties and fines	-
Total administrative expenditure	<u>84.99</u>

West Kent Table Tennis Association
31/05/2020
Income and expenditure (development)



Income

Session fees	462.00
--------------	--------

Expenditure

Hall hire	300.00	
Equipment hire	-	
Trophies and engraving	-	
Refreshment costs		
	<hr/>	(300.00)
Surplus/(deficit) for year		<hr/> <hr/> 162.00

West Kent Table Tennis Association
31/05/2020
Income and expenditure (league)



Income

League registration fees	306.00
KCTTA affiliation fees	108.80

Expenditure

KCTTA affiliation fees	108.80	
Trophies and engraving	55.30	
Bad debts	-	
		(164.10)
Surplus/(deficit) for year		250.70

West Kent Table Tennis Association
31/05/2020
Income and expenditure (Kent League)



Income

Player fees	156.00
-------------	--------

Expenditure

Hall hire	90.00	
Equipment hire		
Bad debts	-	
		(90.00)
Surplus/(deficit) for year		66.00

West Kent Table Tennis Association
31/05/2020
Income and expenditure (Sunday sessions)



Income

Session fees	2,831.91
--------------	----------

Expenditure

Hall hire	2,018.00	
Equipment hire	383.97	
Refreshment costs	9.26	
Sundry	5.00	
		(2,416.23)
Surplus/(deficit) for year		<u>415.68</u>



Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

The Treasurer West Kent Table
Tennis Association
Flat 9
Edison Court, Exchange Mews
Culverden Park Road
Tunbridge Wells, Kent
TN4 9TR



Account Summary

Opening Balance	2,025.69
Payments In	385.00
Payments Out	0.00
Closing Balance	2,410.69

11 May to 10 June 2020

International Bank Account Number

GB46HBUK40310641496166

Branch Identifier Code

HBUKGB4108E

Account Name

The Treasurer West Kent Table Tennis
Association

Sortcode

40-31-06

Account Number Sheet Number

41496166 324

Your Community Account details

Date	Payment type and details	Paid out	Paid in	Balance
10 May 20	BALANCE BROUGHT FORWARD			2,025.69
23 May 20	CR DAVID COWLEN Sunday Practice		275.00	2,300.69
06 Jun 20	CR DAVID COWLEN Sunday Practice		12.00	2,312.69
08 Jun 20	CR BRIAN MILSTED Development League		98.00	2,410.69
10 Jun 20	BALANCE CARRIED FORWARD			2,410.69

Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (www.hsbc.co.uk).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	EAR variable
Credit interest is not paid			Debit interest		21.34%

1/5 Week Street Maidstone Kent ME14 1QW

West Kent Table Tennis Association
31/05/2020
Cash in hand summary



<u>Held by</u>	<u>Amount</u>
WKTTA cash tin (held by Dan Powley)	41.12
David Cowlen	65.75
Brian Milstead	98.00
	<hr/>
	204.87

West Kent Table Tennis Association
31/05/2020
Debtors summary



<u>Detail</u>	<u>Amount</u>
Meadows hall hire prepaid (Banardos)	100.00
<i>Kent League fees:</i>	
D Cowlen	12.00
R Cowling	16.00
B Edmed	16.00
R Harris	4.00
P Holt	12.00
S Maris	16.00
C Massey	16.00
D Powley	8.00
H Smith	4.00
	<hr/>
	204.00

West Kent Table Tennis Association
31/05/2020
Creditors summary



<u>Detail</u>	<u>Amount</u>
Teen & Twenty equipment hire 15/03/2020	5.00
Trophies/engraving accrual 2019/20	55.30
Leigh hall hire 26/08/2019	18.00
	<hr/>
	78.30

West Kent Table Tennis Association
31/05/2020
Treasurer's report



Main league

It was decided that for this season registration fees would be charged at £18.00 per team rather than £9.00 per player. The intentions were that this should reduce the annual surplus, and make administration easier for both clubs and me through the season.

There were 17 teams entering, giving £306.00 in total.

The KCTTA affiliation fees were again recharged to clubs.

Trophies/medals and engraving for the year was for £55.30.

There was therefore a surplus again this year. I would propose to reduce registration fees to £12.00 per team for next year.

Sunday sessions

The Sunday sessions (and one Monday session) have made a surplus for this year.

Based on this it may be possible to reduce session fees but with the current climate future attendances may be difficult to predict.

Kent League

WKTTA have once again operated three teams in the Kent League.

As we were able to schedule home games for all three of our teams on the same date again this year to save costs on venue hire, there was a surplus here too.

I understand there may be changes to the format for next year (should there be a competition) so we await details of this.

Development League

Brian Milstead once again ran a development division which has been paused because of coronavirus. I understand Brian wishes to conclude this once it's possible to do so. At present there is a surplus for this.

Other

There were only two admin costs this year – some envelopes, and a £79.00 website cost. The website cost was paid to TT365 to keep a historic record of results from the past few seasons.

Closing balances

The bank balance at 31 May 2020 was £2,300.69.

Cash balances amounted to £204.87, of which £65.75 is held for Sunday morning sessions, £41.12 held by me and £98.00 held by Brian Milstead for the Development Division which was paid in to the bank in early June 2020.

There are £204.00 of debtors which includes £100.00 prepaid to Barnados for Meadows hall hire. The remaining £104.00 are Kent League fees which are owed by players of the B and C teams, the A team players being up to date.

There are accrued expenses of £78.30 as follows:

Teen & Twenty equipment hire	£5.00
Trophies/engraving	£55.30
Leigh hall hire (Monday session)	£18.00
Total	<u>£78.30</u>

The aggregate leaves the association with positive funds of £2,631.26 as at 31 May 2020.