



MANLY LAWN TENNIS CLUB

MANLY LAWN TENNIS CLUB LTD

(ESTABLISHED 1884)

ABN 59 001 063 074

48th ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31st AUGUST 2020.



The CORE PROPERTY of Manly Lawn Tennis Club structure and
Surrounds is located and occupied at Raglan Street MANLY 2095.

To be presented to the ANNUAL GENERAL MEETING
On Saturday 7th November 2020.



MANLY LAWN TENNIS CLUB

NOTICE OF ANNUAL GENERAL MEETING OF MANLY LAWN TENNIS CLUB LIMITED

ABN 59 001 063 074

(A COMPANY LIMITED BY GUARANTEE)

Notice is hereby given that the Annual General Meeting of the Company will be held at the Clubhouse, corner of Raglan and Belgrave Streets, Manly on Saturday 7th November 2020 at 4pm.

AGENDA:

1. To **confirm** and sign, as a correct record, the Minutes of the Extraordinary General Meeting held on Saturday 21st December, 2019.
2. Business arising from the minutes.
3. Presentation of Annual Report from the President.
4. Secretary's Report.
5. Treasurer's Report
6. To **receive** and consider the Profit and Loss Accounts, the Balance Sheets and the Report of the Directors.
7. To **elect** the Directors: President, two Vice - Presidents, Hon. Treasurer and Hon. Secretary.
8. To **elect** the members of the Committee: Assistant Hon. Secretary/Treasurer, Social Secretary, Club Captain, Assistant Club Captain, and other Honorary positions in accordance with Clause 40. To elect Badge team selectors in accordance with Clause 46
9. Life Membership – Ron Jeffs
10. To confirm the appointment of Hall Jackson Pty Ltd as the company Auditors for the current financial year.
11. Approval of \$1500 annual honorariums for the Secretary, Treasurer, Club Captain and Bar Manager.
12. To transact any other business which, under the Constitution of the Company, may be transacted at an Annual General Meeting.
13. Any other business



MANLY LAWN TENNIS CLUB

Virginia Longfellow
Secretary

NOMINATION FORMS for members wishing to stand for Executive Committee, Committee or Selectors are attached.



MANLY LAWN TENNIS CLUB

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MANLY LAWN TENNIS CLUB

MANLY LAWN TENNIS CLUB **OFFICE BEARERS – 2019/2020**

PRESIDENT	CRAIG WITHELL
VICE-PRESIDENTS	MILTON DA ROCHA RON JEFFS
HON.SECRETARY	VIRGINIA LONGFELLOW
HON.TREASURER	HUGO STEGMANN
CLUB CAPTAIN	DENIS CROWLEY
COMMITTEE MEMBER	PETER ROBERTS
COMMITTEE MEMBER	TONY HAMILTON
COMMITTEE MEMBER	JULIE PORTEOUS
COMMITTEE MEMBER	JON CORNEY
BAR MANAGER	MILTON DA ROCHA
LICENSEE	VIRGINIA LONGFELLOW
AUDITOR	HALL JACKSON PTY LTD
RESIDENT PROFESSIONAL	SCOTT BLACKBURN
STANDING COMMITTEE MEMBERS	
CLUB COUNSEL	TIM COLEMAN
WEB MASTERS	PAM & ROB MUIR
DIRECTORS & EXECUTIVE COMMITTEE:	CRAIG WITHELL MILTON DA ROCHA RON JEFFS VIRGINIA LONGFELLOW HUGO STEGMANN



MANLY LAWN TENNIS CLUB

SELECTION COMMITTEES

DENIS CROWLEY
SCOTT BLACKBURN
CRAIG WITHELL
TONY HAMILTON
JULIE PORTEOUS
JULIA GUNN
KIRSTEN BRUCE

LIFE MEMBERS:

A.WALSH
D.L NICHOLL
P.WIGNEY
G.W.SAVAGE
R.WILLIAMS
R. HILL

Deceased life members: O. Crossman, T.J. Underwood, M. Kilminster, F. Illingworth, H.C. Seddon, R. Hardacre, Miss M. Kelsick, C.A. Mason, W. Ritchie., Mrs. I. Mason, H Mace
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MANLY LAWN TENNIS CLUB

PRESIDENT'S REPORT

Dear fellow members,

The 2019/20 year has been a challenging one for the Club due to the onset on COVID19 and the restrictions it has placed on running the Club. It is fair to say that COVID has resulted in more people, via the general public, playing tennis than last year. While this is a good thing it has meant that your Committee has been very busy keeping up with COVID requirements that are necessary to keep our members and visitors to the Club safe.

Playing Membership numbers are up somewhat from 170 last year to 195 this year. As always, the Club is trying to attract younger members to the Club. This is not as easy as it sounds given that we have only six courts and a relatively full membership given the court availability. As always, we will continue to look at ways of improving our membership base. This year the Club fielded eleven Sydney Badge teams including a mid-week badge team – the first time in a number of years. While only one team made it to a final, all teams performed well in their respective divisions. Congratulations to all players.

Saturday social tennis has been well attended this year. I would like to thank all members in the way they have contributed to the putting on of sets each Saturday. Mid-week tennis has been well attended this year, to the point the Club has had to hire extra courts to accommodate the larger number of players.

The Club remains in a sound financial position. This year The Club made a surplus of \$8,600 which is lower than previous years. This has been due largely to COVID and its revenue consequences with lower bar takings and revenue from MTC. Our Amortisation charge increased some \$11,000 post the expenditure on new court surfaces. Our cash reserves are still strong at around \$360,000 even after the re carpeting of courts at a cost of around \$120,000.

Work on an Accessible toilet is about to begin and should be finished by Christmas. Fencing repairs have been undertaken, including a new front fence and two new gates. We have been advised that six poles on the Manly oval boundary need replacing due to rusting. The next major project for the Club will be the revamp of the Clubs front entrance which will include the provision of ramp to provide easier access for the disabled. This year we will also look at behind the bar upgrades - things such as refrigeration, shelving, and improvements to the under bench areas. The Men's Change room area will also be upgraded.

The Committee has taken the decision to employ an external COVID Marshal for Saturday afternoon play, which appears to be an ongoing requirement for the Clubhouse to be kept open. The Clubs responsibilities under COVID are quite onerous and member's cooperation in sticking to the COVID rules will help keep the Clubhouse and bar open. All members' cooperation in these difficult times is appreciated.

I would like to thank Milton for all his effort in stocking the bar with "the best value for money" items. Special thanks to Kevy and Swany for their efforts behind the bar. I would also like to thank all club members who give their time to serve behind the bar. It is much appreciated by everyone.

Ron Jeffs has decided to retire from the Committee this year after 18 years of service to the Club. Apart from general Committee duties Ron has also been Vice President for the last ten years. I would like to take this opportunity to thank Ron Jeffs for his service to the Club and

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MANLY LAWN TENNIS CLUB

his level headed approach to running the Club. Thankfully, Ron will still be around to help out.

There were no Charity days organised this year due to COVID. Hopefully next year will see restrictions loosened and life returning closer to normal.

At this point it is unlikely that the Manly Seaside tennis Tournament will go ahead. A definitive decision is yet to be made.

I would like to make some comments on the following issues

1. Club Bookkeeper

The use of a bookkeeper this year to assist the Treasurer, will continue.

2. Crown Lease

As previously reported as of 1 July 2018 the Crown Land legislation has changed.

As a result of these changes the Club has the opportunity to purchase its Crown Lease. The Dept of Crown Land is still reviewing whether or not they will offer our lease for sale to the Club. The Club doesn't have to purchase its lease and can leave things as they are, but it would be irresponsible of us to not investigate this opportunity.

3. Manly Tennis Centre (MTC)

I would like to thank Scott and Carmila for all their efforts during the COVID crisis to keep the Club up and running giving us all something to look forward to during these strange times. And as always for helping make the MLTC such a pleasant place to play tennis.

4. Committee

All Clubs work best when members get involved.

I again urge all members if they have the time and inclination to consider nominating for specific position on the committee. Should positions not be filled, the Club may have to move down the track of employing part time people to cover the workload. This will ultimately result in increased cost to the Club and resulting higher fees for all.

5. Website

I would again like to again thank Rob and Pam Muir for all their efforts in running and maintaining the Website. Without their efforts the cost to the club would be significant. I am very grateful of their efforts.

Summary

As always, it has been a busy year for the Committee. I would like to thank all Committee members for their time and effort this year - it should be much appreciated by everyone.

I look forward to the next twelve months and the implementation of many of projects discussed here today. The next twelve months should be a much better year for the club.

Craig Withell
President



MANLY LAWN TENNIS CLUB

SECRETARY'S REPORT

Another busy year at our club has passed and I would like to thank all the members for their support. It is always a pleasure being part of Manly Lawn Tennis community.

We didn't have the opportunity to hold many events this year because of Covid 19, thankfully we were able to fit in our annual Christmas party that was well attended.

Due to Covid19 restrictions many actions had to be taken in limited time periods, such as QR code for signing in and signs limiting numbers in various areas of the club. Many thanks to Rob and Pam Muir who help enormously with keeping our members informed on our webpage and help with technical support. We have been moving away from our Mailchimp emails and hoping members will take advantage of the MLTC website for current updates and happenings around the club. We appreciate members following the rules during the pandemic.

We continue to work with the consolidated Northern Beaches Council and other community organisations. With our continued improvements our Club remains a popular venue for everyone to come and enjoy.

Virginia Longfellow
Secretary

The minutes of the 2019 EGM are attached to this report for your information and reading prior to the 2020 A.G.M.

As per usual, all positions will be declared vacant and all full financial or life members are invited to stand for any position of choice.

We encourage you to nominate yourself for any position.

To enable you to do this, a Nomination Form is included with this documentation. Any queries you have can be answered by referring to the current MLTC Constitution and By-Laws, or ask a serving Committee member.



MANLY LAWN TENNIS CLUB

CLUB CAPTAIN'S ANNUAL REPORT

Despite the Covid Virus restrictions in place our club has still enjoyed a good year of tennis and camaraderie. socialising off the court can be just as healthy as exercise in 2020.

All members have accepted the restrictions well and it was great that the Badge Season was fully played out as will our club championships.

The club entered 8 Mens Teams and 2 Ladies Teams in Badge and a Thursday Ladies Badge Team.

Five Men's Teams made the semis with Manly Men's 3 winning Division 4 after being dominate all year, congratulations to Steve Nettleton and his team.

Two Ladies Teams finished in third position. This was an excellent result considering a disruptive year.

Badge awards for best set average winners were:

Steve Nettleton for Men and Krista Oates for Ladies.

Narelle Kinsey was awarded the Club Captain Trophy for her work in getting the Thursday Ladies Badge team together and also for having the best set average.

The **Club Championships** were held in November 2019 and were very competitive, results were:

Men's Open Singles	A.Riminton def S.White
Men's Open Doubles	A.Riminton/J. Walker def B. Blackburn/B Novakovic
Ladies Open Singles	S. Mitchell def N. Bray
Ladies Open Doubles	N.Bray/K. Bruce def E.Peake/C Pena y Lillo
Open Mixed Doubles	C Pena y Lillo/M Da Rocha def S. Mitchell/S. Nettleton
Men's A Singles	P Grange def P Quigley
Men's A Doubles	C.Diaz / D.Crowley def S Anderson/C Brazendale
Ladies A Doubles	V Longfellow/O Duff def P Muir/L Lim
A Mixed Doubles	P & M Grange def J Hancock/C Harris

The **Combined Aged Championships** were played in February 2020, results were:

Mens 40+ Singles	M.Da Rocha def C.Withell
Mens 60+ Singles	R.Badham def D.Bowan
Mens 40+ Doubles	R.Muir/T.Maloney def M.Da Rocha/S.Nettleton
Mens 60+ Doubles	P.Roberts/ J.Hanbury/Brown def M.Flogel/R.Dalgairns
Combined 100 Mixed	K.Bruce/S.Nettleton defeated S.Bunting/S.Anderson.

Thanks to everyone who has supported me as Club Captain and I am happy to stay in the position again for another year. Particular thanks to Virginia and Rob Muir for ongoing support and also to Dean Hodgson for his help with the club championships. Also, thanks to Ray Dummett for organising trophies and engraving, and to Milton who organises prizes for club championships.

Denis Crowley
Manly Lawn Tennis Club Captain



MANLY LAWN TENNIS CLUB

SYDNEY BADGE 2020

The club entered 9 teams this year in the Sydney Badge Competition. Teams, grades and final league position were:

Men's Team 1	Men's Team 2	Men's Team 3
Div 1	Div 4	Div 4
League Position: 4	League Position: 5	League Position: 1
H FAESTE	M O'CONNOR (C)	S WILKINS
J WALKER	A CLAYTON	M DA ROCHA
A RIMINTON	D KELLY	S NETTLETON
S WHITE (C)	D GLYNN	C WITHELL
T MALONEY	M BETTS	H SMITH
B NOVAKOVIC®	B GROZIER	R MUIR
C GREEN	M MOURA	A ROBERTSON
B BLACKBURN	Res F ALVES	
	Res O WELSH	Res. J CORNEY
Res O WELSH		

Men's Team 4	Men's Team 5	Men's Team 6
Div 4	Div 7	Div8
League Position: 3	League Position: 8	League Position: 4
S JOBE(C)	S ANDERSON (C)	D CROWLEY (C)
C STEVENS	J ALLARA	A BADHAM
J STEVENS	C BRAZENDALE	R BADHAM
V L'HEURE	T COLEMAN	G BURMAN
G DUNSTAN	T DONALD	C DIAZ
J HOOLEY	B VAUGHN	S SEDGER
H GRABNER	S CHIU	H STEGMANN
	J LOURENCO	A WILSON
	G McVEAN	Res B PRAKASH



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Men's Team 7	Mens's Team 8	
League Position: 2	League Position: 7	
Div 11	Div 11	
A HAMILTON (C)	R HILL (C)	
P ROBERTS	D TEMPANY	
R IRELAND	R AMARAL	
D BOWAN	I BATE	
M SWAIN	G MORRISON	
S CHARLTON	R DALGAIRNS	
H CULLWICK	Res R DUMMETT	

Women's Team 1	Women's Team 2	Thursday Ladies
Div 1	Div 3	Div 2
League Position: 8	League Position: 3	League Position:3
N BRAY (C)	J PORTEOUS (C)	N KINSEY (C)
J GUNN	K CURTIS	M STEVENS
Y DAVIS	K OATES	L MEAKINS
K BRUCE	S KING	J BAILES
E PEAKE	O DUFF	P MUIR
C PENA Y LILLO	E NORMAN	Res E PATTERSON
J LOFTHUS		
L GREEN		
Res. S BUNTING		
Res. V BORG		

Congrats to ALL Manly Teams!!



MANLY LAWN TENNIS CLUB

2019 Clarke & Humel Manly Seaside Tennis Championships

ATM Mens Singles

Jordan Smith def Cameron Smith

ATM Womens Singles

Ellen Perez def Abbie Meyers

ATM Mens Doubles

Jay Andrijic/Jordan Smith def Kody Pearson/Kyle Stoker

ATM Womens Doubles

Melissa Anderson/Lucia Gonzalez def Lisa Mays/Grace Schumacher

Open Mixed Doubles

Nicolas Turnham/Rebecca Jones def Dario Kmet/Elana Nasr

A Grade Men's Singles

Jiho Lee def Philip Hilble

A Grade Women's Singles

Lousia Parkinson def Anastasia Kljajic

A Grade Men's Doubles

Daniel Brien/Elton Stoney def Angus Keeble/Ash Radfor-Sutton

A Grade Mixed Doubles

Tim Robert Sedgwich/Shelley Parsons def Morry Waked/Claire-Elyse Waked

B Grade Men's Singles

Joel Mickel def Brett Harris

B Grade Men's Doubles

Josh Baker/Lachlan Conaty def Ethan Waked/Morry Waked

40 Men's Singles

Bart Bourgeois def Tim Robert Sedgwick

40 Men's Doubles

Peter Elliott/Manuel Radic def Rick Genge/Lance Rosenberg

50 Men's Singles

Chris Gillis def Wayne Ronald Pascoe



MANLY LAWN TENNIS CLUB

BAR OPERATIONS REPORT 2019/2020

Thank you to all members and their guests who supported the bar during the year.

A special thanks to Kevin and John Swanson who became our official bar attendant while Kevin is looking after his health and the members who helped during the year behind the bar, particularly during the Seaside tournament.

Last year bar sales were \$34,103.91. This year bar sales have been lower by (\$13,000.00). The bar produced a net profit of \$15,000.00 approximately.

I continued to source good prices on purchases and kept adequate supply and varieties of stock.

I hope all members are happy with the range of drinks and please let me or John Swanson know if you have any suggestions/requests.

Regards,

Milton Da Rocha
Vice President and Bar Manager

BUILDING & MAINTENANCE REPORT

This year we have carried out the following maintenance tasks

1. Repaired the brick wall at the back of courts 5 & 6
2. Repaired a major sewer blockage
3. Upgraded the toilet cisterns in the Men's toilet
4. New hand dryers in the Men's and Ladies toilets
5. Painted the store room, the outside doors to the courtyard, the front door area. The wall in the bar where the old TV was located was repaired and painted
6. A new TV was purchased and installed. The racquets display was relocated to the main area
7. Repairs to the court surfaces on Courts 1 & 2. The court surface on 1 & 2 appears to be wearing much quicker than expected
8. Repairs to fencing and the installation of a new front fence and two new access gates. Further work will be required on the western fence boundary as some of the poles have rusted through.

Looking forward, work on the accessible toilet will commence shortly. It is also planned to re sand courts 3, 4, 5 & 6 when the weather permits. Work on the retaining wall on the eastern side of the courts has been allocated but not done to date.

Craig Withell
President



MANLY LAWN TENNIS CLUB

MEMBERSHIP

As at August 31, 2020, we had 196 financial members, an increase of 22 (6.5%) on last year. Manly Tennis Centre Honorary Members were down 6 on last year.

Membership Breakdown :

	Aug 2020	Aug 2019
Full	139	132
Social	13	10
Junior/Student	8	7
Mid-Week	15	15
Intermediate	10	10
Life	6	6
Overseas	3	2
50 Year	1	1
Honorary	1	1
Total	196	184
Manly Tennis Centre	82	88
 Total	 278	 272

143 (73%) of members were men, 53 (27%) were ladies.

Manly Tennis Centre members are Honorary Members to facilitate compliance with liquor licencing laws.

11 teams comprising 80 members (60 men, 20 ladies) were registered to compete in Autumn Badge.



MANLY LAWN TENNIS CLUB

Membership Fees:

	2019-20	2018-19
Full	450	450
Midweek	280	250
Intermediate	270	250
Junior/Student	160	160
Social	30	30
Overseas	200	200

Ron Jeffs
Vice President

MANAGEMENT COMMITTEE MEETING ATTENDANCES

13 meetings were held throughout the year ending August 31, 2020.
Attendances were as under-

Committee Member		Attended
Craig Withell	President	11
Ron Jeffs	Vice-President	12
Virginia Longfellow	Secretary	13
Hugo Stegmann	Treasurer	9
Denis Crowley	Club Captain	12
Milton Da Rocha	Vice-President/Bar Operations	11
Peter Roberts	Comm. Member	9
Julie Porteous	Comm. Member	2
Jon Corney	Comm. Member	9
Tony Hamilton	Comm. Member	10

Tim Coleman, Dean Hodgson and James Handcock did not seek re-election.
At the AGM, Milton Da Rocha was elected Vice-President and Julie Porteous, Jon Corney and Tony Hamilton elected Committee members.

Ron Jeffs
Vice-President



MANLY LAWN TENNIS CLUB

TREASURER'S REPORT 2020

On behalf of the Board of Directors, I submit herewith for your information and consideration the following:

1. The audited balance sheet of the Company as at 31st August 2020
2. The audited profit and loss account for the year ended 31st August 2020

The reports reflect that the club had a surplus of \$8,601, a decrease of \$40,478 (-82%) from the prior year.

Gross income of \$135,834, including a gross profit from bar trading of \$14,595 which was down 32% from the prior year. The decrease in gross income of \$18,608 was driven by the impact of COVID-19 on rentals received and bar profit.

Total expenses for the year were \$127,233, an increase of 20% from the previous year. This was mainly due to an increase in amortisation of \$11,351, repairs and maintenance \$6,250 and accounting fees \$2,635.

Cash at Bank at 31 August 2020 was \$360,927, a decrease of \$50,326 from the prior year.

Net value of property plant and equipment at 31 August 2020 was \$498,821 this was an increase of \$85,106 (20%). During the year the club invested \$130,630 to resurface courts 3-6 and replace fencing. The total club equity increased to \$853,027 (up 1% from prior year).

Although the club financial position has been significantly impacted by the COVID-19 pandemic, there has been significant capital investment during to uplift club facilities and the club remains in a sound financial position.

I would like to thank Tony Hardacre for his continuing support throughout the year.

Hugo Stegmann
Treasurer



MANLY LAWN TENNIS CLUB

MANLY LAWN TENNIS CLUB LIMITED

MINUTES OF THE EXTRAORDINARY GENERAL MEETING

Held on Saturday 21st Dec, 2019

Craig Withell, President (Chairman) declared the meeting open at 4.00pm. He welcomed all those present and confirmed everyone had signed the attendance record.

Attendees: Virginia Longfellow, Andrew Longfellow, Harvey Romeike, Viviane Romeike, Tony Hamilton, John Swanson, Milton da Rocha, Craig Withell, Ron Jeffs, Richard Steeds, Liz Lim, Kristina Curtis, Geoff Dunstan, Craig Withell, Stephen Nettleton, Ray Dalgairns, Guy Sedger, Raymond Frazer, Ray Dummett, Jordan Hambury-Brown, Peter Roberts, Mark Flogel, Denis Crowley, Hugo Stegmann.

Apologies: Ian Bates, Des Tempany

ACCEPTANCE OF THE MINUTES of the 47th AGM held 11th November 2019.

The Chairman noted the Minutes had been emailed out to members and asked that someone who was at the 2019 meeting and had read the Minutes would like to move a motion:

“That the Minutes of the 47th Annual General Meeting held on 11th November 2019 be accepted as true and correct record of that meeting”.

Moved: Tony Hamilton

Seconded: Richard Steeds

Motion was carried

ADOPTION OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 31st AUGUST 2019

At the 2019 AGM the meeting approved the Financial Statement. At that time the accounts had not been issued with an audit certificate. That audit has now been completed and we would now ask members to approve the now audited accounts. Motion is

“That the meeting adopt the Audited Financial Statement for the year ending 31 August, 2019.”

Mover: Hugo Stegmann

Seconder: Tony Hamilton

Motion was carried



MANLY LAWN TENNIS CLUB

HONORARIUMS

Motion is:

“Pursuant to article 88 of the Club Constitution that, an honorarium payment of \$1500 be paid to each of the following – Club Secretary, Club Treasurer, Club Captain and Club Bar Manager”.

Moved by: Harvey Romeike

Seconded by: Ray Dummett

Motion was carried.

Meeting closed at 4.25pm



MANLY LAWN TENNIS CLUB

MANLY LAWN TENNIS CLUB LIMITED

NOMINATION FORM FOR OFFICE BEARERS AND COMMITTEE 2020/21

Date : _____

We, the undersigned, hereby nominate _____

for the position of _____ for the M.L.T.C.

(To be elected at the Annual General Meeting)

(Full name of nominator)

(signature)

(Full name of seconder)

(signature)

I accept the nomination as above
(Signature of nominee)

Date: _____

NOTE: Only Full Playing members or Life Members may be nominated for positions of Office Bearers or Committee members.

Nominator and Secunder must be Full Playing or Life Members.

Nominations must be with the Club Secretary
TWO FULL WEEKS prior to the A.G.M.
Closing date: 24/10/2020

Manly Lawn Tennis Club Ltd
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