**Purley Bury Tennis Club AGM 2000hrs 4 March 2020 - Agenda**

1. Confirm Quorum
2. Minutes of last AGM
3. Chairman’s report
- Progress and Succession
4. Treasurer’s Report
- Accounts 2018

 - Succession

1. Bar Manager’s report

 - New Director

1. Secretary’s Report

 - Purley Bury Plan

 - Maintenance Plan

 - Budget 2020/21 (Treasurer)

1. Membership Secretary’s Report
- Membership and subs received 2019/20
- Subs proposed for 2020/21 and targets for membership

 - Marketing plans

 - Health declaration and emergency contact details

 - Clubspark

1. Coach’s report
2. Captains’ reports

 - Match practice

 - Match practice fees

1. Social Coordinator’s report
2. Election of Trustees and appointment of Officers
3. Any other business