

## Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

E mail: [secretary@settleswimmingpool.co.uk](mailto:secretary@settleswimmingpool.co.uk) Tel: 01729 825944

### Minutes of

A Meeting of Board of Trustees held on

Thursday 21<sup>st</sup> March 2024

at 7.00pm at the Settle Area Swimming Pool.

**Present: Trustees of CIO:** Colin Coleman (CC): Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer: Anne Galloway (AG), Cynthia Moorehead (CM Mike Smith, (MS) and Robert Brown (RB).

**Centre Manager:** Tash Ward (TW): Part of the Meeting.

**1.Welcome from the Chair:** The Chair welcomed everyone to the meeting.

**2.Apologies:** Iain Crossley (IC) and Chris Hirst (CH).

**3. Declaration of Interest:** No declarations were reported.

**4.Minutes of the Meeting Held on 15<sup>th</sup> February 2024:** The minutes were agreed as a true record of the meeting and signed by the Chair.

**5.Matters Arising Not on the Agenda:** The secretary indicated that Elaine Owen had resigned as a Trustee. It was agreed that the clerk thank Elaine for all her hard work particularly in the area of insurance cover.

#### **6.Open Meeting 24<sup>th</sup> January 2024:**

**a) Fund Raising Group:** The secretary gave details of the second meeting of the Fund-Raising Group which in the absence of another Trustee he was co-ordinating. It was agreed that the Fund-Raising Group would largely work towards funding projects identified by the Group Chairs but the promotion of fund-raising activities would rest with the group.

**b) It was agreed** there was no immediate need for another Open Meeting and the AGM would be a good opportunity to report on progress with cash flow issues.

**7: Centre Managers Report:** In the absence of the Centre Manager AG introduced the managers report giving details of operational challenges and staffing activities. All Trustees were pleased to note the increase in use of the centre and how the staff had largely risen to the challenge.

**8: Group:**

**8a:** The secretary gave details of recent decisions by the Facilities Group at the meeting held on 14<sup>th</sup> March 2024 including outstanding Adamco revisiting the roof and passing their concerns onto the sub-contractors who had carried out the work. In addition, the secretary added details of JD Mounsey fitting new CCTV equipment funded by NTC Cllr David Staveley. The appointment of a maintenance worker was helping with many of the operational tasks that had become outstanding.

**8b: Finance Group:** The treasurer went through the draft Budget April 2024 to March 2025 which was estimating an operating surplus of £44,790. It was agreed that admissions were to be raised by around 3% except for the new membership category which would be increased by 10%. It was further agreed that CH would be added as an additional bank signatory. The treasurer added that the Finance Group were reviewing the card machine contracts.

**8c: People Group:** AG spoke about staffing issues including training requirements for operational staff and management.

**8d: Publicity and Marketing:** MS gave details from the meeting of the Publicity and Marketing Group held on 5<sup>th</sup> March 2024 with an update re social media with 770 Facebook followers posting more than 45 entries. MS added that the Cricket Club that the pool was to be their charity partners and the pool should do likewise, which was agreed. The Chair thanked MS for the production of the Spring 2024 Newsletter.

**9: Chair of Trustees:** The Chair had confirmed that he wished to resign from the AGM on 18<sup>th</sup> July 2024. The secretary gave details of the role of the Chair and options open to Trustees. After discussion it was agreed that the preferred option was for an existing Trustee to take on the role of Chair but as not all Trustees were present this item should be discussed at the next meeting.

**10. Trustees:** The secretary indicated that given the recent resignations of two Trustees there were now 9 Trustees and although 3 was the minimum given that the Chair and IC wished to resign at the AGM there was an urgency to attract more Trustees. The secretary continued that 3 people had expressed interest in becoming Trustees and they would be invited to the April meeting. The Chair thanked the secretary.

**11: Any other Business:** There were no items of AOB.

**12: Date of Next Meeting:**

**Thursday 18<sup>th</sup> April 2024 at 7pm**

Signed .....

Chair .....

Date .....