

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of

A Meeting of Trustees held on Thursday 10th June 2021 at 7.00pm at Quaker Hall Settle

Present: Trustees of CIO: Pat Taylor (PT) Chair: Bryan Atkinson (BA), Robert Brown (RB), Colin Coleman (CC), Iain Crossley (IC), Chris Hirst, (CH), Kath Mason (KM), Ian Orton (IO), Rosie Sanderson (RS) and Mike Smith (MS).

Jenn Hodgkinson: Pool Manager (JH)

Craig Woodier: Quantity Surveyor (CW)

1. **Chair's introduction:** PT welcomed everyone to the meeting and outlined the Covid Regulations to follow during the meeting.
2. **Apologies:** Anne Galloway and Trevor Graveson
- 3 **Declaration of interest:**
No declaration of interest was raised.
4. **Minutes of a meeting of the Trustees held on 8th April 2021:**
The minutes were agreed.
5. **Matters Arising that are not on the Agenda:**
PT referred to item 11 Car Park Issues and confirmed that discussions with NYCC were still on going.
6. **Refurbishment:**
 - a) **Refurbishment Funding Available:** IC went through the combined cash flow statement indicating that if the building costs with fees and VAT were reduced to £965,000 there would be still be a shortfall of around £150,000. During discussions it became apparent that Trustees were reluctant to borrow any additional money and that additional savings within the contract were required. The Trustees requested that options such as realistic borrowing and community

fund raising should be explored. It was further agreed the Publicity Group should prepare a publicity strategy to help attract funding for the shortfall.

b) Approve a contractor to carry out refurbishment: BA and CW explained the tendering process and the savings that had already been identified. It was agreed that more savings were required and that discussions should be held with Craven Planners to ascertain if the BREEAM pre assessment to provide a sustainable building in line with policies SD1 and ENV3 was realistic considering it had increased the costs of the refurbishment by in excess of £150,000.

JH asked if it were possible for the various building related tasks to be carried out by a number of small locally based builders. It was confirmed that some local firms had been approached but had not wished to be considered for the project.

After discussion it was agreed that BA, CW, PT and IO would meet with Craven Planners and the three tenders to see where savings could be identified.

c) Timescale implications: CW confirmed the contract periods were 32, 38 and 45 weeks with the 45 weeks based on the pool remaining open to the public. It was agreed to request the contractors to reduce the length of the contract wherever possible.

7. **Managers' Report:** JH went through a report outlining day to day operations, staffing issues and donations received and an update on the boilers. The report was noted.

8. **Financial Issues:**

a) Budget 2021/22: RS confirmed that the current account at 08.06.21 was £22,313.60 and the deposit account at 08.06.21 was £203,307.19. The amount spent on architects and professional fees linked to the refurbishment was £83,137.

b) Grant Applications: RS confirmed that the application to Tarmac's Landfill Community Fund had been deferred but £30,000 was expected from National Leisure Recovery Fund and £20,000 from Power for Change Covid recovery fund.

9. **Charity Shop:**

a) Minutes Committee Meeting 24th May 2021: RS introduced the minutes which were agreed. **Action:** AG/RS

- c) **Paper Recycling Collection:** MS explained that the income from the paper was still likely to be less than £10,000 and there were not enough volunteers to ensure a full range of opening hours. However, there would be an article in Community News which may attract some more volunteers. **Action:** MS

10. Pool Publicity Committee:

- a) **Minutes of 24TH May 2021:** MS introduced the minutes which were agreed. **Action:** MS

11. Any other Business:

AGM November 11th 2021: it was confirmed that the AGM would be held at 7pm on Thursday 11th November 2021. **Action:** 10

Engage with Community: the Chair explained that we now need to engage with community to ensure that our plans for the refurbished pool were in line with the needs of the greater Settle community. It was agreed that PT/KM/CH would draft a community consultation document. **Action:** PT/CH/KM

12. Date and Time of Next Meeting:

Thursday 8th July 2021 at 7pm in the Quaker Hall:
Subject to all necessary documentation being available.

The meeting ended at 20.43

Signed

Date

Patricia Taylor

Chair: Settle Area Swimming Pool Trustees