

## Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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### Minutes of

#### A Virtual Meeting of Trustees held on Thursday 17<sup>th</sup> September 2020 at 7pm

**Present: Trustees of CIO:** Pat Taylor (PT) Chair: Bryan Atkinson (BA) , Robert Brown (RB), Rosie Sanderson (RS), Ian Orton (IO), Kate Mason(KM), Colin Coleman (CC), Anne Galloway (AG), Mike Smith (MS), Trevor Graveson (TG) and Chris Hirst, (CH)

Jenn Hodgkinson: Pool Manager (JH)

- 1. Chairs introduction:** The Chair welcomed everyone to the virtual meeting and explained the procedure for the meeting.
- 2. Apologies:** Ian Crossley (IC).

#### **3 Declaration of interest:**

No declaration of interest was raised.

#### **4. Minutes of a meeting of the Trustees held on 20<sup>th</sup> August 2020:**

The minutes were agreed.

#### **5. Matters Arising that are not on the Agenda:**

No matters arising were raised.

#### **6. Refurbishment**

a)**Update:** BA gave details of the estimated cost of the works to the pool at around £733, 987 but contract savings could reduce the cost to £630k. BA further outlined the progress to date confirming that the formal tender process would get under way once all planning related documents were in place.

**Action:** It was agreed a Task and Finish Group would be established to support the building programme prior to a contract being let.

b) **Revised Planning Application:** IO confirmed that two reports on bats and highway issues were required and once these were in place the planning application would be submitted during the week of 28<sup>th</sup> September 2020.

**Action:** JH offered to speak with the bat consultant to ensure the report was on time and IO asked if JH could do this.

c) **Response to Craven DC:** PT explained that Craven DC had engaged Lewis Leisure Consultancy to help the Trustees bring the Business Plan up to date to take account of COVID and other issues. It was agreed the consultancy fee would be split between Craven DC and the Trustees. It was further agreed that comments that the draft proposals from Lewis Leisure Consultancy should be circulated to all Trustees with responses to IO for Lewis Leisure. The proposals from Lewis Leisure Consultancy for Craven DC would be passed to the Trustees for comment.

## 7. **Marketing and Publicity:**

This item was included within Item 12.

## 8. **Re-opening Arrangements**

JH gave an update on the re-opening arrangements confirming that the pool was now open 30 hour a week and that private lessons were about to be re-introduced. The Trustees thanked JH and her team for all the hard work getting the pool operational so quickly.

CC asked about Settle Stingrays and JH confirmed they would be back using the pool on Thursday night from the beginning of October. JH is working with Stingrays to ensure that their Covid arrangements are in place.

## 9. **Financial Issues:**

a) **RS introduced the Finance Report** at 18/08/2020 showing:

Co-op Current Account: £35,943.25

Co-op Deposit Account: £213,638.74

The money in the Co-op deposit account (£213,638.74) is made up of the funds we have previously allocated to the capital project, COVID related grants, ring fenced grants and reserves.

### **Capital Project – available funding**

#### **Guaranteed funds**

Capital fund balance from 2019-20	£58,055.00
Grant from Sport England	£125,000.00
Grant from FOSSP	£150,000.00

COVID bounce back loan from Co-op bank	£50,000.00
	<hr/>
	<b>£383,055.00</b>
 <b>Possible future funds</b>	
CDC grant	£150,000.00
Shop profits 2020-21 £20,000 (estimated as profit £50,000 minus pool subsidy £30,000)	
Transfer from reserves	£26,000.00
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<b>Total available for capital project</b>	<b>£579,055.00</b>

CH asked if the projected savings brought about by the new boilers were included within the figures and RS confirmed they were.

## 10. Fundraising

- a) **Charity Shop:** AG gave an update on the re-opening of the shop adding that although we are still short on volunteers to work in the shop pool staff on furlough could not work as volunteers during furlough
- b) **Paper Collection:** MS gave details of an exercise to see if there were enough volunteers to re-open the paper collection service adding that there were not enough volunteers to re-open but the position would be reviewed in early spring next year.
- c) **Other fundraising opportunities:** It was agreed fundraising could restart once planning permission was granted.

## 11. Managers' Report

RH gave an operational report which was noted.

## 12. AGM by Zoom

PT outlined the process for a virtual AGM to be held on Thursday 12<sup>TH</sup> November at 7pm. It was agreed the AGM should be circulated to all members around 120 and Clubright users around 400. CH offered to co-ordinate the IT for the event and encourage as much participation as possible. MS added that details of the plans and progress to date should be circulated with the invitations to the AGM.

CH gave an update on publicity and requested articles for the autumn Newsletter.

**13. Any other business:**

No items were raised.

**14. Date and Time of Next Meeting:**

Thursday 15<sup>th</sup> October 2020 at 7pm by Zoom.

The meeting ended at 20.31

Signed .....

Date .....

Patricia Taylor

Chair Settle Area Swimming Pool Trustees