

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of the Meeting of Board of Trustees held on

Wednesday 8 July 2026 at 8.40pm at the Settle Area Swimming Pool.

Present: Trustees of CIO: Chris Hirst (chair), Mike Smith (secretary), Ken Larkins (treasurer), Robin Bates, Elaine Howarth, Robert Bellfield and Jean Littlewood. **Senior staff:** Tash Earle (Centre Manager) and Leah Galloway (Operations Manager).

Apologies: Ian Dryburgh and Anne Galloway.

1. Declarations of Interest: No declarations were reported.

2. Minutes of the Meeting held on 10 June 2026: The Minutes were AGREED as an accurate record.

3. Matters arising: there were no matters arising.

4. Centre Managers' Report

Tash reported that the summer courses were a current priority. There was increased demand for one-to-one swimming lessons. The rowing machine for the gym should arrive shortly. Work was being done on staff development and building organisational structures and team building. Arrangements were being made for a manual handling course, especially aimed at volunteers at the unit.

6. Safeguarding and health and safety issues

There had been no safeguarding issues.

7. Group reports

7a. Facilities Group: The group had met that morning and a note was subsequently circulated by Chris. He drew attention to plant room issues, the order for the rowing machine, roof maintenance and new storage arrangements for chemicals. Bibby's have yet to reply to the suggested wording on carpark notices.

7b. Finance Group: The finance group had met earlier in the week and a note circulated. Ken reported that the centre had broken even in June, despite payment of the insurance bill. Over the first three months of the year, profits were above budget.

7c. Shop Committee: Anne had sent in a report which said: 'Unit changes are taking place and will be completed by the end of July. Dave Wright is taking charge of the agreed changes. Phil finishes on 17th July. Rotas etc will be put in place the following week. We have five new volunteers. It has been decided we certainly do not want to increase opening hours to include Mondays. The new Sunday hours 10am to 12.30pm start 19th July. Sundays will be run on a four-week rota basis.' Following the AGM Chris has arranged to meet Harold Armstrong to hear of his concerns. In discussion it was said that overall there are concerns that despite the great success of the unit in generating income, it is reliant on a heavy commitment by a few people and, would greatly benefit from having a manual in place with contact numbers, rota details etc. It was accepted that organisation of volunteers – at the shops and pool as well as the unit - is likely to be a big issue for the coming year.

7d. Publicity and Marketing Group: The new posters are now available. The group was to meet the following week.

8. Social Event for staff and volunteers: Lucy Knowles had confirmed that she could provide a buffet (though not a barbecue) for this event. Agreed to inform staff and volunteers that there would be an 'open day' for staff and volunteers and families at the pool on Saturday 5 September 10am – 4pm. There would be free sessions in the pool, including some with the inflatable; a free raffle (as at the winter event); and children's play, but mainly it would be a chance for different groups who work for the pool either as staff or volunteers to socialise.

9. Meeting dates 2026-27: It was agreed to continue with the pattern of meeting at 7.15pm on the second Wednesday of the month. The meeting dates would therefore be: 12 August, 9 September, 14 October, 11 November, 9 December, 13 January, 10 February, 10 March, 14 April, 12 May, 9 June with the AGM on 14 July.

There being no other business the meeting closed at 9.30pm.

Date of Next Meeting: WEDNESDAY 12 AUGUST 7.15pm.

Signed **Chair** **Date**