

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

E mail: ianorton5@gmail.com Tel: 01729 825944

Minutes of

A Meeting of Trustees held on Thursday 22nd September 2022 at 7.00pm at The Pool.

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

Jenn Hodgkinson (JH): Pool Manager

- 1. Chairs Introduction:** The Chair welcomed everyone to the meeting, adding that to ensure reports, where possible, were sent to the Secretary one week before the committee meeting.
- 2. Apologies:** Anne Galloway and Robert Brown Trustees
Tash Ward: Business Development Manager

- 3. Declaration of interest:** No declaration of interest was raised.

4. Minutes of a meeting of the Trustees held on 18th August 2022:

The minutes were reviewed and agreed as a true record of the meeting held on 18th August 2022.

5. Matters Arising that are not on the Agenda:

- CH requested that the name for the new recreation area: *the fitSpace with wellbeing centre* as a tag line for promotional use. This request was formally agreed.
 - The Chair asked CC about Sub Groups and he confirmed that discussions were being held with Trustees and a draft policy statement would be considered at the next meeting.
- 6. Publicity and Market Group Meeting:** MS gave an update on issues discussed by the Publicity and Marketing Group held on 5th September 2022 including rebranding, signage on the front of the building and the production of the promotional video.

7. Reopening Arrangements: The Chair spoke about the urgency to reopen balanced against ensuring the facilities were all fully operational. After discussions it was agreed a phased opening would be introduced from Monday 17th October working towards a full opening from Monday 31st October 2022. It was also agreed there would be an opportunity for groups and individuals who have supported the refurbishment to see the work on 26th October 2022.

MS had developed a spread sheet of volunteers and supporters to be invited to this event and he requested that trustees check the list and add and add people that should be invited.

8. Celebration Arrangements: MS went through the arrangements for the official opening of the pool on Saturday 29th October 2022 at 10am. JH indicated she was negotiating with the Stingrays Swimming Club to carry out a demonstration following the formal opening.

9. Staffing Update: The Chair gave details of the recruitment of paid staff and volunteers to work in the pool. An update was given of an additional redundancy payment to a former member of staff who had taken voluntary redundancy. The Chair thanked JH for the additional work recruiting, training and retaining staff.

10. Contract Management: BA explained Adamco aimed to complete the contractual work on Monday 26th September 2022 and the building would be handed over to JH. Building Control had signed off the building on Friday 23rd September 2022. It was agreed that the purchase of some minor additional items could be delegated to the managers. KM confirmed that the installation of equipment had all come together and she thanked the Design and Equipment Group for their support.

11. Financial Issues: IC gave a positive report on the cash flow confirming we had not fallen below the minimum cash reserves. RS confirmed that a final payment is awaited for the capital sum for the roof which is just under £8000 for a new roof and

solar panels. There was £157,832 in the current account and £33,850 in the deposit account with a sum of £114,000 due to Adamco.

12. Manager's Report: JH introduced her managers' report which was noted.

13. Task List: RS to circulate the revised Task List once the minutes are circulated.

14. Any other Business:

a) Social Event 7th October 2022: IO gave an update on the numbers for the social event and thanked JH and staff for fully supporting the event.

b) Review of Energy Facilities: CH asked if all options for renewable energy were in place for the pool. BA and RS explained what equipment had been purchased and the engagement of consultants at the start of the project to ensure the pool had heat pumps and solar panels etc.

15. Date of Next Meeting:

7pm Thursday 24th November 2022 at the Pool

7pm Thursday 15th December 2022 at the Pool

The meeting ended at 20.25