

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 Virtual Meeting of Trustees held on Thursday 20th August 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) 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 adding that although TG was unable to attend Trustees had agreed he should be appointed as the twelfth Trustee.
- 2. Apologies:** Ian Crossley (IC), Trevor Graveson (TG), Mike Smith (MS), Anne Galloway and Colin Coleman(CC)

3 Declaration of interest:

No declaration of interest was raised.

4. Minutes of a meeting of the Trustees held on 16th July 2020:

The minutes were agreed.

5. Matters Arising that are not on the Agenda:

PT gave an update on the s106 funding from Craven District Council which was noted.

6. Refurbishment

a)**Update:** BA gave an update on progress with the plans and the work being carried out by the quantity surveyor anticipating that both plans and estimated price would be available by the end of August 2020. It was agreed the plans would be circulated for information when available.

b) Planning Application: IO gave details of the planning process and it was agreed once plans and estimated price was available a planning application would be prepared by BowmnanRiley for submission to CDC.

c) NYCC Additional Lease: PT explained that the additional lease with NYCC for the strip of land adjacent to the road should be ready by October 2020.

d) CDC funding and conditions: PT asked how the Trustees should respond to the additional questions raised by CDC. It was agreed IO would circulate a draft response to the various questions and circulate for discussion with a meeting to be arranged in early September 2020. It was confirmed Lewis Leisure Consultancy would help with the process.

e) Update on Current Budget: Deferred to item 8.

f) Potential timetable for rebuild: BA confirmed the building contract would last 18 to 20 weeks and IO added a timetable linked to the tendering and planning process.

7. Reopening Arrangements:

a) Update on reopening JH confirmed the pool had re-opened on Friday 7th August and gave details of the on line and telephone bookings and the success of the re-opening process.

b) Future plans for September/October: JH and RS spoke about the timetable for furlough payments for staff and the implications for staffing during the building contract. Agreed JH, PT, AG and RG should meet to review the process.

c) Operation of Clubright System: CH gave an update on the introduction of Clubright pointing out there were 226 registered customers during the first three weeks of Clubright.

d) Other Management Issues: No issues were raised.

8. Financial Issues:

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

Co-op Current Account: £41,071.25

Co-op Deposit Account: £213,638.74

The money in the Co-op 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.

RS added there were £383,055 guaranteed funds and a further £180,000 in CDC grant and shop income; a total of £563,000.

b) **Annual Accounts:** RS confirmed that the Annual Accounts had been circulated by e mail on 23rd July 2020 and all Trustees had endorsed them. It was unanimously agreed to adopt the 2019-20 Accounts.

c) **Fundraising Strategy:** CH gave details of the Fundraising Strategy adding that crowdfunding may not be one of the strong options to fund raise. RS added that the Landfill Tax was a possibility once planning permission for the project was agreed.

9. Fundraising

a) **Charity Shop:** AG explained volunteers were needed to help receive donations to the new container and transport the donations to the shop. It was agreed to advertise on social media to try and recruit and recruit additional volunteers.

b) **Paper Collection:** Comments on social media were noted.

10. Marketing and Publicity

a) **Marketing:** CH explained the autumn Newsletter was being prepared and articles were very welcome.

b) **Update Settle Pool Website:** CH gave details of the updates to the new website including adding minutes of previous meetings.

11. AGM 17TH September 2020

After discussion it was agreed the AGM on Thursday 15th October 2020 in a face to face setting ; in the meantime, all trustees and officers remain in post.

12. Any other business:

JH gave details of the new staff handbooks and thee were approved.

13. Date and Time of Next Meeting:

Thursday 17th September 2020 at 7pm

The meeting ended at 20.40

Signed

Date

Patricia Taylor

Chair Settle Area Swimming Pool Trustees