

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 10 December 2025 at 7pm at the Settle Area Swimming Pool.

Present: Trustees of CIO: Chris Hirst (Chair) Ian Dryburgh (Deputy Chair), Mike Smith (Secretary), Ken Larkins (Treasurer), Robert Bellfield, Robin Bates, Jean Littlewood, Anne Galloway and Elaine Howarth. **Senior staff:** Tash Ward Centre Manager, Leah Galloway Operations Manager.

1. Welcome from the Chair: The Chair welcomed everyone to the meeting.

2. Apologies: None.

3. Declarations of Interest: No declarations were reported.

4. Minutes of the Meeting held on 12 November 2025: The Minutes were AGREED as an accurate record and signed by the Chair.

6. Centre Manager's Report: In introducing the report, previously circulated, Tash drew attention to the following items:

- New mats and additional kettlebells
- 12 days of fitness social media postings
- Planned meeting with instructors regarding classes and proposed 'soundbath' session
- Recruitment of new lifeguard and swimming teacher
- Lifeguard courses for 2026
- Meeting with Sarah Seastron regarding appraisal system
- New timetable in place up to February.

6a. Safeguarding and health and safety issues: Leah reported that on two occasions the pool had had to be closed due to children accidentally soiling the water. The events had been dealt with and recorded.

7a. Facilities Group: Chris introduced a report, previously circulated, and drew attention to the following items:

- List of completed tasks
- Plans for staff room upgrade
- Purchase of a phone for the Sowarth unit to deal with queries from other shops and the pool
- Comparative gas bills for this year and last year and impact on the temperatures in the pool and building
- Clearing of the gutters and almost complete absence of leaks
- New signage for carpark donations now in place

- Plans for installation of a solar battery - on which point it was AGREED that Robert, Chris and Leah should liaise before the installation to ensure we were fully aware of all the relevant data.

Chris commented that, overall, we were now planning ahead on a more effective basis.

7b. Finance Group: Ken introduced a note of the finance group and showed the latest financial information on the Xero system. This demonstrated:

- A satisfactory cashflow situation
- We currently have £70k in one savings account. He recommended we transfer £10k to an account that pays a higher rate of interest, with a commitment to leave it there for a year. This was AGREED.
- Our fundraising activities have raised £156k so far this financial year. Overall, compared with 2024, we have moved from a loss of £40k to a profit of £101k and were demonstrating greater control over costs.
- He had clarified with the accountants that since the profit relates to our charitable purposes this would not be subject to tax.

7c. Shop: Anne introduced the report of the meeting of shop volunteers the previous Monday, which had been attended by 38 volunteers.

She said that a further unit (No2) on the Sowarth estate, adjacent to the two we currently rent, would shortly become available and, in light of the need for additional space, recommended we lease that. It was AGREED to do so from 1 January at a rent of £1k a month on a rolling one-year basis. The additional space would help manage donations and sales and make possible collecting gift aid forms on a more systematic basis. She also reported that there had been a problem with PAT testing electrical items. Measures were being put in place to ensure that from now on it was done on a proper basis. Items recalled from the shops would be re-tested and in future customers would be given a warranty for one week only.

7d. Publicity and Marketing Group: Mike introduced a note previously circulated and drew attention to:

- Plans to split facebook pages between the shops and pool
- Intention to repeat the customer survey undertaken in January this year
- Potential use of mailchimp to improve communications with groups such as volunteers.

8. Social for Staff, volunteers and trustees.

The rugby club has been booked for the evening of January 30. AGREED to provide a buffet and free raffle alongside the pay bar and music. Ian agreed to put together a brief presentation showing successes we had achieved over the year.

9 Other business: Elaine raised the issue of overcrowding in the carpark. After discussion it was AGREED to approach North Yorkshire about painting lines so drivers would be encouraged to make best of the space: ideally this would be done by North Yorkshire but if necessary could be arranged by us.

The meeting closed at 8.20pm

Date of Next Meeting: WEDNESDAY 14 JANUARY 7PM AT THE POOL

Signed **Chair** **Date**

Dates of meetings through to the AGM: 11 February, 11 March, 15 April (a week later to avoid Easter Holiday week), 13 May, 10 June, 8 July -AGM. All are Wednesday evenings and all meetings start at 7pm.