

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of

A Meeting of Board of Trustees held on

Thursday 18th January 2024

at 7.00pm at the Settle Area Swimming Pool.

Present: Trustees of CIO: Colin Coleman (CC): Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer: Elaine Owen, (EO), Helen Brocklehurst (HB), Iain Crossley, (IC), Mike Smith, (MS) and Robert Brown (RB).

Centre Manager: Tash Ward (TW)

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

2.Apologies: Apologies had been received from Anne Galloway, Chris Hirst and Cynthia Moorehead.

3. Declaration of Interest: No declarations were reported.

4.Minutes of the Meeting Held on 18th December 2023: MS requested that the sentence within Section 5 of the draft minutes re the Stingrays and a leaflet should read: *it was agreed to arrange for a leaflet promoting the pool to be circulated by Royal Mail to all local households. Andy on behalf of the Stingrays offered to sponsor this.* With this amendment the minutes were agreed as a true record of the meeting.

5.Matters Arising Not on the Agenda: No items were raised.

6.Open Meeting 24th January 2024: The Chair outlined what he wished to see gained from the Open Meeting. MS introduced the draft running order and after discussion it was agreed the Chair would introduce the meeting, IO would explain the background, IC would give a financial snapshot, RS would go through the recovery plan, AG would cover the role of volunteers and TW would outline the facilities that were available and the use made of such facilities. All questions would be taken at the end of the meeting. The café would be open for the duration of the meeting.

7: Centre Managers Report: TW gave details of the Staff Meeting held on 3rd January 2024. Payroll at the end of January 2024 would give an accurate picture of staffing costs given the recent reduction in staff hours. TW and EO spoke about Health and Safety issues and it was agreed Health and Safety should be a regular item on the agenda for meetings of the Trustees.

8: Final Snagging Update: HB gave an update of the final Adamco snagging issues principally drain access hatch FW5 and leaks in the roof. Adamco had not fitted the drain access hatch despite site visits and the Trustees agreeing to pay for the hatch. The leaks in the roof remain an issue with Adamco indicating the leaks were caused by the fitting of solar panels to the roof by a third-party contractor. The Trustees agreed the leaks were nowhere near the area where the solar panels had been fitted and after discussion it was agreed that a report by an independent roofing consultant should be arranged to clearly identify where the leaks were located. This information would then be shared with Adamco. The report would be fitted from the roof contract contingency funds.

9: Facilities Group:

9a: HB and IO gave details of recent decisions by the Facilities Group including seeking a quote to fill the old cavity walls with insulating material. RS had received a quote for spraying the East and North walls with insulating foam. It was agreed once all quotes were in a decision would be made on what should be carried out and options for funding explored.

9b: Finance Group: RS and IC gave details of Actual Cash of £52k at 15th January 2024. In addition, Trustees examined the various grants and projects to save money and generate income. It was agreed to approach Sport England to see if we can have post investment support. IO pointed out that Settle Town Council had not agreed to support the pool while other adjacent parish councils had. After discussion it was agreed the secretary should write to Settle Town Council raising these concerns.

9c: People Group: Staffing areas had been covered by TW under Item 7.

9d: Publicity and Marketing: MS gave details from the meeting of the Publicity and Marketing Group held on 9th January 2024. The Trustees noted the increasing use of social media to help promote the pool.

10: Dragon Boat Race: IO introduced this item pointing out the Dragon Boat Race had not generated a lot of money in 2023 but as a sponsor was in place for 20and it was good publicity for the pool we should participate. After discussion it was agreed Settle Pool should enter the Dragon Boat Race on 12th May 2024.

11. Trustees: 10 gave details of interest in the vacancy of Trustee of the Pool.

12: Any other Business: The Chair reminded Trustees that he had agreed to serve as Chair up to the AGM on 18th July 2024 and planned to stand down at the AGM.

13: Date of Next Meeting:

Thursday 15th February 2024 at 7pm

Signed

Chair

Date