

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

E mail: secretary@settlewimmingpool.co.uk Tel: 07763319207

Minutes of the Meeting of Board of Trustees held on

Wednesday 11 February 2026 at 7pm at the Settle Area Swimming Pool.

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

1. Welcome from the Chair: In welcoming everyone to the meeting Chris said how pleased he had been to attend the children's swimming gala held at the pool that morning. A large number of young children from across North Craven took part in the event organised in conjunction with senior students at Settle College. The gala demonstrated the value of the pool and therefore the importance of all the work put in by staff and volunteers to keep it going.

2. Apologies: Ian Dryburgh and Tash Ward

3. Declarations of Interest: No declarations were reported.

4. Minutes of the Meeting held on 14 January 2026: The Minutes were AGREED as an accurate record and signed by the Chair.

5. Matters arising

Thank you social: the event had been well attended by staff, volunteers and trustees. The cost of the buffet and initial free drink was just over £600. It was agreed that we should look at making this an annual occasion.

Jean Thackrah and Vee Walker: the death had recently occurred of these two long-standing pool supporters. Both had been involved with the pool since it opened and, as one of the first swimming teachers, Vee had taught many local children to swim. Condolence cards had been sent on behalf of all involved in the pool.

6. Relinquishing lease on area to the rear of the pool

Following receipt of the official drawings from North Yorkshire, the trustees formally agreed to relinquish the lease held on a small area of land at the rear of the pool that was needed for the construction of a new building for Freda's nursery.

7. Centre Managers' Report

In introducing the report, previously circulated, Leah drew attention to the following items:

- Additional classes to meet increased demand.
- Tai Chi classes to start this month; yoga classes being considered.
- The publicity and marketing group will be asked to consider how to address the challenge from the new gym opening in Settle this spring.
- A number of measures had had to be taken after cold water was left running into the pool overnight. Some sessions had had to be cancelled; there were also increased costs involved in bringing the water temperature back up to standard and in the increased use of chemicals. In the longer-term staff have been made aware of the importance of ensuring there is no reoccurrence of the problem.
- Staff appraisals have been completed for 25 staff – those for Tash and Leah are the only ones outstanding. The next step is to build on the outcome of what had been a very positive exercise. It also appeared that fewer staff would now be leaving in the summer as a result of

going into higher education outside the area. However, a recruitment drive would still be undertaken.

- The timetable up to Easter was now in place.

7. Safeguarding and health and safety issues

No issues, other than the cold water influx reported above. Agreed to look at arranging a 'manual handling' course for unit volunteers.

8a. Facilities Group: Chris introduced a report, previously circulated, and drew attention to the following items:

- Robin had cleared leaves from the gutters and this work should now be completed for the winter.
- The solar energy battery had now been installed. Monitoring showed the battery is charging from the grid overnight when the price for electricity is lower than during the day. This means we do not start using power from the grid at full price until approximately 10.30am, by which time, in the summer, the solar panels will be charging the battery, thus cutting our electricity bills quite considerably.
- The finance group had agreed to meet the £2,600 (plus VAT) cost of repairing the most serious of the roof leaks.
- Measures to reduce heat loss through the windows were being examined.
- Chris had met a representative of Bibby's coaches and agreed some measures to alleviate parking problems. The issue of marking parking bays was being pursued with North Yorkshire Council.
- Other measures were set out in the report.

8b. Finance Group: Ken showed the current figures illustrating both the cash flow and profit and loss. As previously, the overall position was healthy and costs were being reduced. He had also circulated preliminary figures for the 2026-27 budget. These indicated that by the end of March 2027 our cash balances should match the size of the outstanding loans, meaning that we could then consider paying off some of the loans early. Full budget proposals will be brought to the March meeting. One outstanding issue was that of staff salary increases. Proposals would be considered by the finance group and proposals brought to the next meeting.

8c. Shop Committee: A note of the shop committee meeting held on 19 January had been circulated. Anne confirmed that CCTV was now in operation at the unit. An issue regarded electricity used by a neighbouring unit being charged to our account was being addressed. New arrangements had been made for checking toys and helping with jigsaws and games for sale at the main shop. It had been agreed that a new carpet be installed at the main shop covering both the downstairs area and the stairs.

Devices to check for forged notes were now available at all three outlets. It was agreed that Leah would produce notices to inform customers these devices were in use and that we should look at additional protection for staff who work alone at the pop-up shop, both in terms of action to be taken on spotting a forged note and more generally.

A safe was being installed in the pop-up shop to avoid staff needing to take cash home.

Chris was setting up an ebay account that could be used by named individuals. This would avoid the need for volunteers to sell using their own accounts.

Risk assessments would be carried out at both shops by Tash and Leah the following week.

8d. Publicity and Marketing Group: Whilst there had been no meeting of the group over the previous month, a briefing note on pool finances had been circulated to volunteers and staff and a summary emphasising the key points agreed the previous month placed in the current issue of Settle and District Community News. The customer survey had now closed and an analysis would be brought to the next meeting.

9 Langcliffe Teas

It was agreed that we would not apply for one of the Sunday sessions this year due to the efforts involved in organising such an event at a time when our volunteers had many other commitments. The publicity committee would however consider whether an alternative summer social event might be feasible.

Other business

It was agreed that future meetings would be advertised as starting at 7.15pm to allow time for the class in fitSpace finishing at 7pm to clear the room without being rushed.

Date of Next Meeting: WEDNESDAY 11 MARCH 7.15PM AT THE POOL

Signed Chair Date

Dates of meetings through to the AGM: 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 7.15pm.