

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of

A Meeting of Trustees held on Thursday 16th December 2021 at 7.00pm via Zoom

Present: Trustees of CIO: Pat Taylor (Chair), Colin Coleman (CC), Chris Hirst, (CH), Iain Crossley (IC), Ian Orton (IO), Kath Mason (KM), Mike Smith (MS), Robert Brown (RB) and Rosie Sanderson (RS)

1.Chair's Introduction: The Chair welcomed everyone to the meeting.

2.Apologies: Pool Manager, Anne Galloway and Bryan Atkinson. IO added that CH needed to leave the meeting by 8pm.

3.Declaration of interest: Trustees to declare any conflicts of interest with items on the agenda: None were declared.

4.Minutes of 18th November and 2nd December 2021: The minutes held on 18th November 2021 and 2nd December 2021 were agreed.

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

6.Contract Management, Roof Damage and Insurance Update:

6a:IO gave an update on the progress of the contract confirming that the steel framework for the extension was in place and the contract was on target. RS gave details of the discussions with insurance loss adjustors and the possibility of a new roof for the building as part of the insurance claim.

6b: The Chair outlined details of solar panels and recent discussions held with solar panels consultants and it was agreed that Carl Woodier would include options for solar panels within the tender for a replacement roof. IC added that the cost for 75 panels would be around £30,000 and the payback time was around 5 years. It was agreed the Chair and IC would investigate further and report back. **Action:** The Chair and IC

6c: MS raised concerns about the damage to the roof and possible debris falling into the pool and should we not have a temporary cover over the damaged area of the roof. RS stated that nothing should be done to the damaged area without the approval of the insurers and if debris fell into the pool area this would be the subject of another insurance claim. **Action:** RS

6d:CC added it was important to include within the minutes evidence that we were following professional advice re temporary repairs to the roof etc. **Action:** IO
The Chair thanked everyone who had been involved with the resolving of the damage brought about by Storm Arwen.

7. Finance Issues

a) Corporate Financial Update: IC went through the Project Cash Plan versus Actual Spend pointing out we were on track adding that it was unlikely we could claim for salaries from the insurers but loss of earnings is covered.

b) Financial Report: RS went through the Finance Report confirming £297,604.76 in the current account and £133,338.35 in the deposit account on 13th December 2021.

c) IC explained that there was a potential to claim back up to £20,000 VAT but we needed the expertise of a VAT consultant to recoup more of the VAT and such expertise would cost around £5,000. After discussion it was agreed IC would work with a VAT specialist at a cost of up to £2500 to find out what were the implications of recouping more VAT; would it for example mean we could not authorise free lets within the building. It was further agreed that IO approach community and charitable organisations who had carried out similar exercises to ascertain how this influenced rental arrangements. **Action: IC and IO**

d) Grants Update: The grants update was noted.

e) Community Loan Offer: IC introduced an update on the Community Loan Offer Debt Investment. After discussion it was agreed that IC and MS review the loan offer document and revise the document borrowing clarity for the next meeting. **Action:** IC and MS

8. Manager's Report: The Chair introduced the Managers report and the Pool Risk Assessment was formally agreed. The Manager had raised concerns about the speed of refunds for cancelled swimming sessions. It was agreed RS would contact the agency handling refunds to ascertain if the process could be speeded up and then inform pool management of any progress. **Action:** RS

9. Notes of Shop Volunteers Meeting 13th December 2021: The notes were noted.

10. Notes on Publicity and Marketing Group: MS introduced the notes adding that the two trailers used by the Friends of the Pool to collect waste paper had been sold for £500. MS was thanked for positively co-ordinating recent publicity promoting the pool.

11. Notes of Future Development Group: CH gave details of the activities of the Future Development Group including a site visit to Tadcaster Community Swimming Pool and a presentation to Hellifield Parish Council. The Chair added that work relating to future staffing structures was on going, including discussions with staff and it was anticipated staffing structures would be considered by Trustees at the next meeting.

12. Tree Planting 14th December 2021: IO gave an update on the tree planting and the support from ROOTS and ACE adding a photograph and details would be passed to MS to circulate a press release. **Action:** IO and MS

13. Any other business: CC formally thanked The Chair for all her hard work and patience during 2021.

14.Date and Time of Next Meeting:

Thursday 20th January 2022 at 7pm by Zoom

Meetings will be held throughout the year on the third Thursday in the month.

The meeting ended at 21.15

Signed

Date

Pat Taylor

Chair: Settle Area Swimming Pool Trustees