

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 13 May 2026 at 7.15pm at the Settle Area Swimming Pool.

Present: Trustees of CIO: Chris Hirst (chair), Mike Smith (Secretary), Ken Larkins (treasurer), Robin Bates, Jean Littlewood, Ian Dryburgh and Anne Galloway. **Senior staff:** Tash Earle (Centre Manager).

1. Apologies: Elaine Howarth, Robert Bellfield and Leah Galloway.

2. Declarations of Interest: No declarations were reported.

3. Minutes of the Meeting held on 15 April 2026: The Minutes were AGREED as an accurate record.

4. Matters arising: there were no matters arising.

5. Centre Managers' Report

In introducing the report, previously circulated, Tash drew attention to the following points.

- The opening of the new gym had not had any adverse effects on us to date. We were planning more gym-based classes, to help promote the gym.
- The managers wished to purchase a rowing machine for the gym, this was something requested by customers.
- The pool had again had to close due to a child (the same child) vomiting. The parent had been spoken to and all parents asked to ensure children did not eat for at least an hour before swimming.
- The summer swimming courses would be redesigned to cover learn to swim, water confidence and water safety. The publicity would explain the changes.
- The summer timetable would allow for closure to facilitate essential maintenance work, especially on the drains (see below).
- There was a growing need to address carpark congestion: following discussion it was agreed that Mike should draft two letters – one to Bibby's proposing new signage regarding coaches and also proposing we offer Bibby's exclusive use of the area previously used for the containers (which unlike the rest of the carpark is leased by us from North Yorkshire) we would also ask that bus drivers refrain from leaving notes on customers' cars; the second would be to the college principal: this would alert him to the increased congestion likely when Freda's start construction work and the recent increase in use of the carpark by college staff and students, we would ask for his help in alleviating the problem.
- Elaine Howarth was helping put together a handbook for staff, the aim of which would be to enable staff to tackle a greater range of operational issues without needing to contact Tash and Leah out of hours.
- Preparations were being made for Leah plus one other member of staff to be trained on plant room operations. This should relieve reliance on Tash and on Ian Jones.
- We are to take up the offer of a free stall in Settle Market, on June 9, to publicise pool facilities and seek to recruit more shop volunteers. We would promote this with a small ad in the forthcoming issue of Community News.
- The Two Ridings funding for training purposes had arrived and would be ring-fenced in the accounts in terms of income, but with expenditure under training recorded in relevant headings. We would look at whether branded merchandise could be covered by this fund.

6. Safeguarding and health and safety issues

The vomiting incident had been reported above. Risk assessments for shops and unit were nearly complete. Tash and Anne are to make arrangements to cascade the conclusions and information arising from the assessments to volunteers. A priority would be manual handling training for unit volunteers.

7. Group reports

7a. Facilities Group: In introducing the note previously circulated, Chris drew attention to the publicity resulting from the installation of the roadside banners; the great savings on electricity as a result of the additional solar battery – we are still awaiting documentation to allow export of surplus power; proposals from a contractor to deal with the drainage problems; and that we had found an alternative supplier for servicing the Air Handling Unit.

7b. Finance Group: Ken introduced the minutes of the finance group. He confirmed a further transfer to the 90-day account which is to be used for paying off loans, this was as a result of meeting our target for £100,000 in accessible funds. We had shown an operational surplus in April, but that was due to a one-off payment. He confirmed the following budget compared with the actual figures for 2025-26.

<i>26-27 budget</i>	<i>Operational</i>	<i>Fundraising</i>	<i>Total</i>
Income	£416,505	£236,747	£653,252
Expense	£497,663	£58,004	£555,667
Profit/Loss	-£81,158	£178,743	£97,585

<i>25-26 Actual</i>	<i>Operational</i>	<i>Fundraising</i>	<i>Total</i>
Income	£447,559	£230,557	£678,116
Expense	£456,158	£47,360	£503,518
Profit/Loss	-£8,599	£183,197	£174,598

A note had been circulated from Walkers, our accountants, concerning tax investigation insurance. This was not something we had taken out previously and after discussion it was agreed to not to do so for this year.

7c. Shop Committee: Anne introduced the note of the shop committee meeting held on Monday that week. She confirmed that the issue relating to price changes in the pop-up shop had now been resolved. The letter to Harold Armstong had been agreed. Work was to be done on the flat above the pop-up shop and that might cause congestion on the pavement. A new carpet had been installed in the Duke Street shop, but the stair carpet was still to be replaced. There was a specific need for volunteers to cover certain shifts at the main shop and at the unit.

7d. Summer Social: It was proposed that instead of an evening social we close the centre to the public on a Saturday (preferably at the start of the summer) and invite staff and volunteers to an event including use of the pool, with the inflatable, and catering in fitSpace and carpark barbecue. Agreed in principle subject to a date being found when Lucy Knowles could arrange the catering. To publicise once details agreed.

7e. Publicity and Marketing Group: Further to the note previously circulated, Mike drew attention to the spike in on-line publicity for the banners; reports to parish meetings; updates to the website; and plans for new general posters.

8 Annual Meeting

This was scheduled for 8 July. It was agreed to start at 7.30pm to allow time for change over following the 6pm – 7pm class. The three trustees due to stand down were: Anne Galloway, Chris Hirst and Mike Smith. All would be willing to re-stand. Agreed to look at possible rule changes to be proposed to the AGM at the June meeting and to actively seek new trustees.

Other business: There being no other business the meeting closed at 8.30pm

Date of Next Meeting: WEDNESDAY 10 JUNE 7.15PM AT THE POOL

Signed Chair Date