

## 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 18<sup>th</sup> November 2021 at 7.00pm via Zoom

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

Jenn Hodgkinson: Pool Manager (JH)

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

**2.Apologies:** All Trustees were present.

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

**4.Minutes 14<sup>th</sup> October 2021:** The minutes held on 14<sup>th</sup> October 2021 were agreed.

**5.Matters Arising Not on Agenda:** The Chair gave details of the tree planting ceremony to be held in the small park adjacent to the Quaker Meeting Hall on Tuesday 14<sup>th</sup> December 2021 at 11am. All Trustees plus representatives of organisations that had supported the pool were informed. It was agreed that light refreshments would be served after the event.

It was confirmed that the Sub Group to select colours etc. for internal fittings would consist of the Pool Manager, KM, IO, Lucy Knowles, John Proctor, Joan Proctor, Elaine Martin and Ellie Bathers. BA to supply the relevant catalogues etc.

**6.Contract Management and Pool Opening Arrangements:** BA gave an update on the progress with the project to date outlining concerns about timbers that required replacement, the lower BREEM score agreed by Craven Planning Department and the changes to cladding on the building.

BA added that interest had been expressed in assuring the refurbished building was as 'green' as possible. Work on solar panels had been carried out during the early stages of the project and this work would be reviewed against current energy prices etc.

## **7. Finance Issues**

**a) Corporate Financial Update:** IC gave a verbal update re the corporate finances outlining the projected payments to Adamco and confirming the first invoice had been received.

**b) Financial Report:** RS went through the budget monitoring report to the end of Quarter Two 2021-22 accounts indicating that the impact of COVID had made preparing the 21-22 budget a challenge.

**c) Grants Update:** IC confirmed we had not been awarded a Community Loan but it appears no sports related organisation had either. It was agreed that the bid should be submitted again next year.

**d) Hellifield s106 Funds:** The Chair explained that Hellifield Parish Council would receive Section 106 funding once the 11<sup>th</sup> house of a development in Hellifield was sold. From the s106 funding Hellifield PC had agreed £22,000 should be allocated to the pool. CC added that Giggleswick PC also anticipated receiving s106 funds in due course, some of which were reserved for the pool.

**e) 200 Club Update:** The Chair confirmed that Julie Smith had agreed to manage the 200 Club for one more year. The Trustees thanked Julie for her continued support.

RS added that the promotion of the Sponsor Boards was not being followed up. JH will contact existing users and RS will review the prices.

**8. Manager's Report:** JH introduced the Managers Report stating that the current timetable was going well, a Christmas party had been arranged for the pool staff, Learn to Swim sessions were going very well and the proposed Christmas New Year closing was Sunday 19<sup>th</sup> December 2021 to Monday 3<sup>rd</sup> January 2022. CH asked about the flexibility of the pool timetable and JH explained the timetable can be revised at short notice to take account of pool use. The Chair added that a meeting of pool staff had been arranged to discuss structures etc.

**9. Notes of Staff Meeting 28<sup>th</sup> October:** The notes were noted.

**10. Notes of Future Development Group:** CH introduced the notes pointing out the urgency of the staffing options, the carrying out of a skills audit of the staff before Christmas. The Group wished to learn from other community pools and a visit to Tadcaster Pool was planned. The Chair added that a recent visit to Hellifield Parish Council to promote the pool had gone well and visits to other parish councils were planned.

**11. Notes on Publicity and Crowd Funding:** MS went through the notes of the meeting held on 16<sup>th</sup> November 2021 commenting on the success of the Treasure Hunt and prospectus for use of the Social Investment Tax Relief Scheme to attract funding from residents who could claim back the investment tax on certain projects. A number of Trustees asked if they would be able to join the scheme, IC to investigate.

## **12. Date and Time of Next Meeting:**

*Thursday 16<sup>th</sup> December 2021 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