

## Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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### Minutes of

#### A Virtual Meeting of Trustees held on Thursday 18<sup>th</sup> June 2020 at 7pm

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

- 1. Chairs introduction:** The Chair welcomed everyone to the virtual meeting and explained the procedure for the meeting adding that although TG was unable to attend Trustees had agreed he should be appointed as the twelfth Trustee.
- 2. Apologies:** Trevor Graveson (TG)

#### **3 Declaration of interest:**

IO declared a non-pecuniary interest in the s106 funding process as proposed by Craven District Council towards the refurbishment of the swimming pool.

#### **4. Minutes of a meeting of the Trustees held on 21<sup>st</sup> May 2020:**

The minutes were agreed.

#### **5. Matters Arising that are not on the Agenda:**

PT welcomed JH to the meeting and back to work.

MS confirmed that an article re the future of paper/carboard collections was in the process of being prepared for the Craven Herald.

#### **6. Refurbishment**

a)Process for Refurbishment

IO gave an update on the funding to date confirming that Craven District Council and Settle Town Council had supported a s106 figure of £36860 from Planning Application 21261-FUL 38 dwellings at Brockhole Lane; towards the refurbishment of the pool. IO

added that costs would now be incurred to move the project onto the next stage; CC moved that a sum of up to £35,000 should be agreed for this stage which was seconded by IC and unanimously agreed.

#### b) Outstanding issues

BA went through the technical process required to bring the refurbishment of the pool to tender stage and answered a number of questions from Trustees about the engagement of the various professionals who would support the contract process

After discussion it was RESOLVED: to

- *Appoint Envirotech NW Ltd to do an initial assessment of the site and prepare a preliminary report on findings with recommendations re bats within the swimming pool complex. The work to be carried on an expense only basis.*
- *To appoint Colin Wharf Consultancy to provide pre contract, post contract and principal design work at a cost of up to £8380 plus VAT*
- *Appoint structural engineer and mechanical/electrical consultants as and when required within the financial regulations of the charity.*
- *Submit a planning application to Craven DC for the extension to the swimming pool*
- *Note that Trustees had agreed an upper limit of £35,000 for the pre tender work.*

## 7. Reopening Arrangements

### a) Community Feedback

CH went through the responses to users of the pool about options for re-opening adding that there was substantial support to re-open the pool as soon as it was safe to do so. PT thanked CH for carrying out the consultation exercise so promptly.

### b) Re-opening

IC asked about when staff would be coming back and AG gave an update of the furlough options and timescale. It was agreed JH would continue on furlough but would also work 7 hours a week to prepare for the re-opening of the pool.

KM noted that we need a COVID officer and it was agreed that a member of staff would cover this role once the pool re-opened. PT outlined the main points of the re-opening the pool information report which was noted.

## 8. Financial Issues

a) RS introduced the Finance Report at 15/06/2020 showing:

Co-op Current Account: £79,949.34

Co-op Deposit Account: £113,638.74

RS added that details of Trustees had been re-requested by Barclays Bank owing to delays brought about by COVID19.

b) Fundraising Strategy

CH introduced a fundraising summary and it was agreed CH should call a Fundraising Zoom meeting for all Trustees to help identify the shortfall in the funding.

## 9. Fundraising

a) Charity Shop

AG gave an update on the shop which had re-opened on Tuesday 16<sup>th</sup> June. RS explained how donated items were being collected and isolated at the pool before being transferred to the shop for sale adding the rent for the shop had been reduced during lockdown and just under £2000 had been achieved from on line sales during lockdown. PT thanked the shop volunteers for getting back to work in what were still challenging times.

## 10. Marketing and Publicity

a) Marketing

CH said there had been several compliments about the current newsletter. The minutes of the Publicity Group were circulated and noted. It was suggested that a consultant could be engaged to write press releases; MS indicated as a former media person he could help write press releases. CH said he had been contacting parish councils to promote the pool.

b) Update Settle Pool Website

CH explained the progress with the new website.

## 11. AGM 17<sup>TH</sup> September 2020

After discussion it was agreed the AGM on Thursday 17<sup>th</sup> September 2020 hopefully in a more traditional ; in the meantime, all trustees and officers remain in post.

## 12. Any other business

- CH gave an update on progress with the new web site. It was agreed the web site should be launched when the pool re-opened at a date to be agreed with PT and IO
- It was agreed to support the principles of Rainbow Town but more detail was required before the pool could put NHS/key worker discounts in place.
- CC said people were still asking when the paper collection would re-start. MS gave an update.

**13. Date and Time of Next Meeting:**

Thursday 13<sup>th</sup> August 2020 at 7pm by Zoom.

The meeting ended at 20.21

Signed .....

Date .....

Patricia Taylor

Chair Settle Area Swimming Pool Trustees