

# **Settle Area Swimming Pool CIO**

**Kendal Road, Giggleswick, Settle, BD24 0BU**

**Charity Registration Number 1171790**

**E mail: [secretary@settleswimmingpool.co.uk](mailto:secretary@settleswimmingpool.co.uk) Tel: 01729 825944**

## **Minutes of**

**A Meeting of Board of Trustees held on**

**Thursday 10<sup>th</sup> April 2025 at 7pm.**

**At the Settle Area Swimming Pool.**

**Present: Trustees of CIO:** Chris Hirst (CH) Joint Chair, Ian Dryburgh (ID) Vice Chair: Mike Smith (MS), Joint Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer, Elaine Howarth and Robin Bates.

Also present were Jean Littlewood and Robert Bellfield who had expressed interest in becoming trustees.

**1.Welcome from the Joint Chair:** CH the Joint Chair welcomed everyone to the meeting and asked Jean and Robert to outline why they wished to become Trustees and what strengths they could bring to the role.

**2.Apologies:** Anne Galloway (AG) and Ken Larkins (KL). Trustees Tash Ward Centre Manager and Leah Galloway ((LG) Operations Manager

**3. Declaration of Interest:** No declarations were reported.

**4.Minutes of the Meeting Held on 13<sup>th</sup> March 2025:** After discussion the Minutes were agreed as an accurate record of the meeting and signed by (CH) Joint Chair.

**5.Matters Arising Not on the Agenda:** The Joint Chair (CH) spoke about promotion of the pool and gym.

**6.Centre Manager's Report:** In the absence of the Centre Manager the Joint Chair (CH) gave details from the Centre Managers Report including updates on use of the gym, conformation that Stingrays would no longer be using the pool, recruiting an additional café assistant and looking to work with other charities in Settle. The Secretary added details of the pool shops working with Action for Climate Emergency Cloths Swop.

**7a: Facilities Group:** CH gave details of the Facilities Subgroup meeting on 19<sup>th</sup> March 2025 including gutter repairs, solar battery funding, air handling unit and the implications of the Environment Management Audit.

**7b: Finance Group:** The Treasurer outlined decisions from the Finance Group held on 1<sup>ST</sup> April 2025 including cash flow, grants and projects and the change of the utility contract to British Gas. The Treasurer reported that another Trustee could become a

signatory as she will be stepping down in July and after discussion it was agreed Ken Larkins should be asked to become a signatory.

**7c: HR Items:** The Chair explained that relevant HR items had been covered in the Centre Managers report.

**7d: Publicity and Marketing Group:** MS outlined details of the bi annual newsletter and the Visit Settle annual publication would have a whole page promoting the facilities at the pool. The annual marketing plan would come to the next meeting of the Trustees.

**8: Business Plan Formal Adoption:** The Joint Chair agreed to consider both items 8 & 9 together. After discussion it was agreed the Business Plan would include revisions to the role of the Stingrays and be formally adopted from 1<sup>st</sup> April 2025.

**9 Customer Survey:** MS introduced the main points from the Customer Survey and after discussion it was agreed the findings from the survey should help support the managing of the Business Plan and that the response should be published on the website with a link in the newsletter. **10 50<sup>th</sup> Anniversary Celebration:** MS gave details of the events planned for the 50<sup>th</sup> Anniversary including a request for funding to cover signage etc.

**11: Electric Car Charging Points:** KL had prepared a comprehensive report on EV charging with a recommendation that the cost of the project outweighed the benefits at this stage. It was agreed the Secretary should write to the member of public who had suggested such a facility.

**12: Charities Commission:** The Secretary gave details of the reporting mechanism to the Charities Commission. He further explained that the arrangements for the AGM were still slightly confusing as the Trustees had never formally identified who was a member of the pool. Discussions with the Charities Commission had confirmed that although membership of ClubRight would probably do for membership it meant delivering a quorate number for the AGM would always be challenging. The Charities Commission had agreed adding that Oxfam and the National Trust had similar problems.

**13: SumUp Profile:** The Treasurer informed Trustees that SumUp (the online credit card facility) required one of the organisation officials to replace the previous pool manager on the SumUp list representing the pool. After discussion it was recommended that KL was nominated for the role.

**15: Any other Business:** a) The Secretary gave details of the success of moving the donation facility from the containers in the pool car park to Unit 4 in Sowarth Industrial Estate. As the lease on the Pop-Up Shop expired in September 2025 it was agreed the Trustees should explore taking a lease on Unit 3 in Sowarth as this would help with

duplication of staffing etc. After discussion this was agreed with the addition that if the lease for Unit 3 was likely to be lost the Secretary should either arrange a meeting via Zoom or consult by email to ascertain if the lease on Unit 3 should be taken immediately. Jean Littlewood explained the way Unit 4 was working and the immediate success of the investment.

**16: Date of Next Meeting: Thursday 21<sup>th</sup> May 2025 at 7pm.**

**Signed .....                      Chair .....                      Date .....**