

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 11th March 2021 at 7.00pm

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

Jenn Hodgkinson: Pool Manager (JH)

- 1. Chair's introduction:** PT welcomed everyone to the meeting.
- 2. Apologies:** All trustees were present.

3 Declaration of interest:

No declaration of interest was raised.

4. Minutes of a meeting of the Trustees held on 21st January 2021:

The minutes were agreed.

5. Matters Arising that are not on the Agenda:

PT referred to item 6c in the Minutes and asked for an update re the lease and asked for an update; CC agreed to approach the solicitors. PT also referred to item 6d in the Minutes and confirmed a decision re the reserves would be made when the tenders for the refurbishment were reviewed. JH referred to item 10 in the Minutes and confirmed the bid to Swim for All Lottery had been unsuccessful.

6. Refurbishment:

a) **Craven DC Funding:** PT confirmed that Craven DC had awarded the trustees a grant of £150k plus access to borrowing of up to £135k adding there was very strong support for the refurbishment of the pool by Craven DC.

b) **Suggested changes to internal layout:** BA gave details of the agreed changes to the design features within the contract and these had been passed to BowmanRiley.

c)Tender Process: IO went through the draft tender process and it was anticipated the Quantity Surveyor would brief the Trustees on 10th May 2021 on the returned tenders and a contract could be awarded on 13th May 2021. RS added that it may be possible to claim furlough payments up till the end of September 2021.

7. Pool Re-open Arrangements:

JH stated the pool would re-open from Monday 12th April 2021. A revised timetable and publicity were in the process of being prepared. JH was asked when school swimming would restart and she confirmed the schools were being approached and school swimming could start as soon as possible. PT thanked JH and asked if the Trustees could help at all. **Action:** JH

8. Membership:

a) Options: PT introduced a paper that outlined options for membership of the pool and a mechanism to roll the process forward. After extensive discussion it was agreed a revised membership plan should be developed. **Action:** IO, PT and JH to review the membership options and produce a revised plan.

9. Development of the Health and Well Being Centre:

a) Discussion Paper: PT outlined the options to prepare for the next stages of the pool. After discussion it was agreed a Task and Finish Group consisting of PT, IO, CH, AG, CC, RB and KM should review the options and report back to Trustees. **Action:** IO, PT

It was agreed item 10 could be moved to the final item on the agenda.

11. Charity Shop:

a)Re-opening Arrangements: AG gave details of the re-opening of the shop on Tuesday 13th April 2021 adding that during lock down the on line sales had made £5340 between 12th January and 10th March. RS gave details of operational issues associated with the re-opening of the shop.

12. Pool Publicity Committee:

a) **Minutes of 25th February 2021:** MS gave details of the publicity to promote the re-opening and refurbishment activities. It was agreed the model of the pool should go in the shop window during lock down, that social media should be fully utilised to publicise such activities. It was agreed that a publicity event should be held in Victoria Hall Gardens when possible. TG added that donations are still needed to help meet the running costs of the pool.

10. Financial Issues

a) **Estimated Outturn 2020/21:** RS explained that the predicted year end was an Income of £303,266.70 against Expenditure of £207,214.70 showing an operating surplus of £96,052.00

b) **Draft Budget 2021/2:** RS gave details draft budget for 2021/2 and it was agreed staff should receive an salary increase of 3.5

c) **Grant Applications:** RS gave an update on the £50k grant application to Landfil

13. Any other Business:

PT gave details of attending a meeting of the Settle Community Group(?)

14. Date and Time of Next Meeting:

Committee Meeting: Thursday 8th April 2021 at 7pm

The meeting ended at 20.42

Signed

Date

Patricia Taylor

Chair: Settle Area Swimming Pool Trustees

