

Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of

A Meeting of Board of Trustees held on

Thursday 13th March 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), Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer, Elaine Howarth and Robin Bates.

Tash Ward: Centre Manager:

1.Welcome from the Joint Chair: CH the Joint Chair welcomed everyone to the meeting.

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

3. Declaration of Interest: No declarations were reported.

4.Minutes of the Meeting Held on 20th February 2025: After discussion the Minutes were agreed as an accurate record of the meeting and signed by (CH) Joint Chair. It was agreed the exemption section within the minutes would not be posted on the Settle Pool web site,

5.Matters Arising Not on the Agenda: The Secretary confirmed all relevant items were on the agenda,

6.Centre Manager's Report: The Centre Manager reported that membership of the Fitsace/Gym was now 76 inducted gym users and 2 new fitness instructors were now joining the team. Discussions were being held about bolt on membership within the Clubright facility.

A new power washer had been purchased for pool and a meeting with the Stingrays was planned to discuss a number of issues. Discussions were held about fitting 'feather' banners outside the building to attract passing traffic.

7a: Facilities Group: CH thanked Alan Harrison for support with fixing the front gutter leaks. The pool air handling units had been fixed so the air temperature was now correct. The Environmental Certificate will now be displayed once the solar energy data has been sent to NYC.

7b: Finance Group: The Treasurer outlined the end of year expenditure and income and gave also details of issues with the former Craven DC and NYC concerning the s106 agreement linked to a housing development in Hellifield. It was anticipated that the s106 agreement for housing in Giggleswick might run more smoothly.

7c: Publicity and Marketing Group: MS gave details of the meeting of the Group on 3rd March which included the monthly social media update, the external communications targets framework which would be posted monthly showing progress and details of new sponsorship corporate packages.

In addition, MS gave details of a meeting of the 50th Anniversary Organising Group which included an update on an auction to be held at the Rugby Club on Friday 6th June and the carnival to be held on Saturday 21st June in the pool car park. The Chair thanked MS for all the hard work leading up to the 50th Anniversary.

7d: Change from Container Storage to hiring an industrial unit: The secretary explained why he had contacted Trustees to consider changing the storage facilities from containers to renting one of the industrial units within Sowarth Industrial Estate. The short notice required for a decision to rent the unit had meant that it had not been possible to circulate a full business case. The Treasurer added that the reduction in container hire and the sale of containers owned by the Trustees meant that the rental costs of the unit would be covered for the first year. Concern was raised that the change from donating items at the pool to taking to Sowarth Industrial Estate might result in a loss of donations. MS gave an update on the programme to publicize the new arrangements for donating items to the charity.

It was agreed by all Trustees that the new facility would be much better for the volunteers and the rental agreement of the unit at £800 a year was agreed.

7e: The Chair gave details of a recent meeting of both Joint Chairs, Anne Galloway, the Centre Manager and the Operations Manager where it was agreed that:

The Joint Chairs would line manage the Centre Manager and Operations Manager

The Centre Manager would line manage all paid and contract staff

Anne Galloway would be the Lead Trustee to co-ordinate the activities of all volunteers

After discussion the above staffing structure was agreed.

8: Business Plan Seminar: MS said he hoped to circulate an updated draft of the Business Plan for 2025-2030 before the end of the month so that it could be signed off and be published at the beginning of April, when it was due to come into effect.

9: Customer Survey: Action Points: The Chair gave an update on how the action points from the Customer Survey could be rolled forward examples included building on ideas like the quick dryer and photographs of Trustees etc.

10: 50th Anniversary Celebration: MS confirmed that the items discussed under 7c were all under way.

11: Health and Safety Policy: The Secretary tabled a Health and Safety Policy based on the work of charity shops such as Oxfam. It was agreed that the Operations Manager would carry out the risk assessments for the two shops and the storage unit on a quarterly basis.

12: ACE Settle Green Café: The Chair indicated he would be attending the event promoting the environmental activities of the pool.

13: Trustees Update: The secretary indicated there was interest within the community to become a trustee and it was hoped two individuals would attend the next meeting of the Trustees.

14: Retirement of Secretary and Treasurer: The Secretary and Treasurer confirmed they would be stepping down at the AGM and discussions were held about the transfer of responsibilities.

15: Any other Business: a) The Chair confirmed that Settle Swimming Pool had been allocated a slot to provide a Langcliffe Tea on Sunday 28th September 2025.

16: Date of Next Meeting: Thursday 10th April 2025 at 7pm.

Signed

Chair

Date