

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 15th June 2023

at 7.00pm at The Pool.

Present: Trustees of CIO: Colin Coleman (CC): Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer: Anne Galloway (AG), Cynthia Moorehead (CM), Elaine Owen (EO), Iain Crossley (IC), Kath Mason (KM) and Mike Smith (MS).

Tash Ward: Business Development Manager: (TW)

1. **Welcome from the Chair:** The Chair welcomed everyone to the meeting.
2. **Apologies:** Chris Hirst, Robert Brown and Prospective Trustee Jenny Lindley sent apologies.
3. **Declaration of interest:** No declaration of interest was raised.
4. **Minutes of a meeting of the Trustees held on 18th May 2023:**

The minutes were reviewed and agreed as a true record of the meeting held on 18th May 2023.
5. **Matters Arising that are not on the Agenda:**

No items were raised
6. **Vacancies for Trustees:** IO confirmed that Jenny Lindley had been held up at Kings X Station so could not attend the meeting but would be attending on 20th July 2023. KM confirmed this would be her last business meeting but would continue to fully support the pool. The Chair confirmed we are still one Trustee down. IO indicated he was speaking to a number of people who had expressed interest in the pool.

7. Groups:

a) Facilities: TW gave an update on issues such as drain blockage, outstanding snagging and unfunded items on the wish list.

b) Finance: RS introduced the minutes of the Finance Group held on 13th June 2023. After discussion Item 3 monthly staffing budget increased to £19k and item 4 the discount scheme 11 swims for the price of 10 was restarted were both agreed. RS added that the Co-op Bank wanted additional details for Trustees who authorised expenditure.

c) People: The Chair commented on a recent complaint and it was agreed a draft complaints procedure produced by IO would be considered at the next meeting. TW added details of a draft structure that would include an operational manager with a new structure in place by 1st September 2023. After discussions it was agreed: a) The appointment procedure for the new post would commence immediately. b) An interview panel would be appointed by AG. c) The process was completed by the end of August 2023.

d) Publicity and Marketing: MS gave details of the new leaflet *Something for Everyone at Settle Pool* and asked Trustees to help with the distribution.

8. Dormobile Parking at the Pool: AG requested that this item was deferred to the next meeting.

9. Ideas from the Six Months Review: The Chair requested that this item was deferred to the next meeting as CH was on holiday.

10. Acting Manager's Reports: TW confirmed that her report had been included within Item 7c.

11. AGM Thursday 20th July 2023: IO confirmed that the AGM would be held at 7pm with a meeting of the Board after demonstrations by the Sting Rays, spin biking etc. MS gave details of the invites and light refreshments would be available.

12.Any other business: There were no items of Any Other Business.

13.Date of Next Meeting:

AGM Thursday 20th July 2023 7pm followed by a Board Meeting.

The meeting ended at 9.09pm

Signed

Chair

Date