Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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Minutes of the Meeting of Board of Trustees held on

Wednesday 8 October 2025 at 7pm. at the Settle Area Swimming Pool.

Present: Trustees of CIO: Chris Hirst Chair, Mike Smith Secretary, Ian Dryburgh Deputy Chair, Ken Larkins Treasurer, Anne Galloway, Robert Bellfield and Robin Bates. **Senior staff:** Leah Galloway Operations Manager.

1.Welcome from the Chair: The Chair welcomed everyone to the meeting.

2.Apologies: Jean Littlewood, Elaine Howarth and Tash Ward.

3. Declarations of Interest: No declarations were reported.

4.Minutes of the Meeting held on 3 September 2025: The Minutes were AGREED as an accurate record and signed by the Chair.

5.Matters Arising: It was reported that the Langcliffe Teas held on 28 September had raised more than £1,600. Thanks were offered to Jenny Beasant, who had organised, and to all those who had helped, including Tash and Leah, and to the volunteer who had made an individual donation of £120.

6.Centre Manager's Report: In introducing the report, previously circulated, Leah drew attention to the following items: the popularity of classes, especially evening ones; the request for new classes, including Tai Chi; and plans to promote facilities including the gym in the new year. On the pool side, she said the new inflatable had been very popular, with 184 attendees in total to date, meaning we had recouped £1,600 of the costs already; some learn to swim lessons were oversubscribed; the timetable had been updated to the end of the year; Slaidburn School had started lessons for the first time. It was said that a return to support for school transport, previously provided by the Friends, was something that could be looked at in the future as finances allowed. The amended opening hours were working well with financial savings of around £500 a month and the changes had been welcomed by staff. A recruitment campaign for volunteers at the pool would be considered by the publicity and marketing group at its next meeting; Leah is to attend a seminar that should help on developing the staffing structure.

7a. Facilities Group: Chris introduced a report, previously circulated. He drew attention to a number of maintenance issues dealt with since the previous meeting. He also referred to applications being made to assist with funding a solar battery and to maintenance issues that needed to be dealt with in the changing village. Air handling unit repairs were in progress; PAT testing of pool equipment is to be undertaken. The facilities group were also looking at whether to return to the practice of a closedown over a short period in mid-winter to allow for essential maintenance.

7b. Finance Group: Ken introduced a note of the finance group meeting. He also demonstrated the information on pool finances available on the Xero system to which most trustees now had access. He said that we were currently £24k ahead of budget for the year and were looking for a strong surplus for the year overall, this was largely due to the success of the shops and especially the new unit. Robert had looked in detail at the £50k Keyfund loan taken out in 2023. After discussion, it was AGREED in principle to pay off £10k of the loan as soon as the cash flow position allowed, but not to do so until the finance group had taken the opportunity to examine all the outstanding loans that had been taken out to finance the redevelopment work and the options for repayment.

7c. Shop Update: Anne reported that the unit continued to do well; more volunteers were coming forward, but there was now a need for CCTV in the unit, the cost of this was being assessed. She also drew attention to the pre-Christmas sale to be held in fitSpace on Saturday 1 November.

7d. Publicity and Marketing Group: Mike drew attention to the new draft terms of reference for the group; the plan to develop a social marketing strategy; and preparations for a newsletter to go to clubright members in a new format that would not require recipients to click on a pdf. It was also hoped to start a newsletter for staff and volunteers to be circulated every two months.

8. Carpark signage: Following a meeting with Shaun Wilson of North Yorkshire Council, it was proposed to make a number of changes to signage seeking donations from drivers using the pool carpark. After discussion, the changes, which included replacing the term 'honesty box' with 'donation box', were AGREED.

9. Amendments to site lease: Following a separate meeting with Shaun Wilson of North Yorkshire Council and Bex Mercer of Freda's Nursery, it was proposed that the pool relinquish a small area of the land that we lease from North Yorkshire Council in order to allow Freda's to go ahead with the building work for which they have planning permission. After discussion, this was AGREED, subject to receipt of the legal documents from North Yorkshire. It was also agreed to retain the land leased from the council that was previously used as the base for the shop's shipping containers: an issue raised in the discussion with Shaun Wilson.

10. Safeguarding: It was AGREED that as part of staff training, all pool staff should undertake an online course on safeguarding – Leah/Tash to find a suitable course – and that trustees should be offered the opportunity to take the same course. Safeguarding and health and safety will also be added to the agenda for future trustee meetings as regular items.

11. Screen and projector: Robin will look at using one of the projection screens donated to the shop with the pool projector to make it easier to show presentations at future meetings

Date of Next Meeting: WEDNESDAY 12 NOVEMBER 7PM AT THE POOL

Signed ……………   Chair ……………   Date ………………

Dates of meetings through to the AGM: 10 December, 14 January, 11 February, 11 March, 15 April (a week later to avoid Easter Holiday week), 13 May, 10 June, 8 July -AGM. All are Wednesday evenings and all meetings start at 7pm.