

## Settle Area Swimming Pool CIO

Kendal Road, Giggleswick, Settle, BD24 0BU

Charity Registration Number 1171790

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### Minutes of

**A Meeting of Trustees held on Thursday 15<sup>th</sup> July 2021 at 7.00pm Quaker Meeting Hall.**

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

1. **Chair's introduction:** PT welcomed everyone to the meeting and asked if Trustees had received all the papers for the meeting and did any Trustee have any questions before the meeting started. There were no questions.
2. **Apologies:** Jenn Hodgkinson. PT added there would be a Managers Report at the next meeting.
- 3 **Declaration of interest:**  
  
No declaration of interest was raised.
4. **Minutes: 10<sup>th</sup> June 2021 and 28<sup>th</sup> June 2021:**  
The Minutes of meetings held on 10<sup>th</sup> June 2021 and 28<sup>th</sup> June 2021 were agreed.
5. **Governance:**  
CC outlined the correct Governance procedure for a Charitable Incorporated Organisation and how important it was to ensure there was an audit trail involving any financial decision. CC further added that wherever possible documents should be examined by a third party to ensure clarity. PT asked if the Trustees were happy with the Governance process that was in place and it was unanimously agreed the existing process was robust.

**6. Refurbishment:** BA had explained at the previous meeting that a late tender had arrived from Adamco with a price of £865,207 and after revisions the price had been reduced to £807,207. BH was meeting again with Adamco and it was hoped further savings were possible.

PT asked if the revised figure took account of the removal of BREEAM and it was confirmed the figure was based on BREEAM being removed. BA confirmed the price would be held for 30 days.

PT asked if any Trustee had any dealings with Adamco and it was confirmed no Trustee were aware of Adamco prior to the tender process. After discussion it was agreed, BA would continue to work with Adamco to identify further savings.

**7. Financial Issues:** IC introduced a revised business case report explaining that the Trustees were short of the £800,000 required for the refurbishment and that we needed to borrow more money to let the refurbishment contract. IC had approached Keyfund Growing Enterprise in Communities to borrow £150,000 and were hopeful this request would be agreed. It was noted that £150,000 borrowed over 10 years involved repayments of £1400 a month.

TG commented that the Covid Recovery Grant had not been transferred from Craven DC yet and should not be counted as income; IC agreed and the £30,000 Covid Recovery Grant was met from balances until the funds were in place.

After discussion it was unanimously agreed the request to Keyfund Growing Enterprise Communities for a loan of £150,000 to be repaid over 10 years should be agreed and if it were possible to repay any of the three loans quickly this should be done. MS gave an update on the transfer of the Friends Funds to the Trustees once a contract was let.

**8. Appointment of Contractor:**

This item was deferred pending additional information.

**9. Any other Business:**

a) Additional Container: IO stated that Trustees had agreed an additional container to sell furniture via the On-Line Sales Team but unfortunately prices had increased to around £3000 for a new container. After discussion it was agreed, the Trustees would have to pay the market price for a new additional container.

b) Pool Prices for 2021-22: RS requested that the prices for pool admission were reviewed. It was agreed the Pool Manager would produce some draft prices for the Trustees to consider at the next meeting.

- c) Roof Leaking: BA indicated pool staff Had approached him about a leak in the pool roof and he had referred them to a local roofing contractor.

**10. Date and Time of Next Meeting:**

Thursday 5<sup>th</sup> August 2021 at 7pm by Zoom

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The meeting ended at 20.37

Signed .....

Date .....

Patricia Taylor

Chair: Settle Area Swimming Pool Trustees