

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 23rd May 2024

at 7.00pm at the Settle Area Swimming Pool.

Present: Trustees of CIO: Colin Coleman (CC): Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer: Anne Galloway (AG), Chris Hirst (CH), Robert Smith (RS) and Mike Smith (MS).

Ian Dryburgh (ID) and Ken Larkins (KL) attended as prospective trustees.

Centre Manager: Tash Ward

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

2. Elaine Owen: The Chair spoke about the great contribution Elaine brought to the Trustees in a very short time. Several Trustees and the Centre Manger spoke about Elaine and the Chair then asked all present to sit quietly and think about Elaine.

3.Apologies: Iain Crossley (IC) and Cynthia Moorhead

4. Declaration of Interest: No declarations were reported.

5.Minutes of the Meeting Held on 18th April 2024: The minutes were agreed as a true record of the meeting and signed by the Chair.

6.Matters Arising Not on the Agenda: There were no matters arising.

7.Next Steps on Health Check for the Pool Complex: CH introduced a report giving details of a Health Check that could be carried out to the pool complex either by Tom Stuart from North Yorkshire Council or Darren Lamb from FMG Consultants adding that the offer from North Yorkshire Council was at nil cost and the quote from FMG was £2595 plus vat. After discussion it was agreed the offer from North Yorkshire Council should be accepted but if FMG could attract the funding from Sport England a Health Check from them would also be carried out.

The Secretary added that AG was working with the Centre Manger to strengthen staffing and MS and himself were meeting with a representative from Better the not-for-profit leisure managers the week of 17th June and an update would be presented to the Trustees at the 20th June meeting.

8: Customer or Member: The Chair introduced a report that requested Trustees to review the Constitution to ascertain if the existing decision by the Trustees to treat customers of the CIO as if they were members, requires a fresh examination. The Chair added details of the abortive meetings in the past when Trustees had failed to agree on a way forward. The Secretary added that these discussions had been shared with the Charities Commission who accepted this was likely to be an incremental process. KL explained his concerns about the situation and how a core membership group could be established.

During discussion the Treasurer spoke about tightening up 20% of customers/members required at the AGM and MS spoke about similar challenges faced by the now dissolved Friends of the Pool.

All agreed the situation needed to be addressed and after further discussion it was agreed an item would be AGM agenda stating that the Trustees planned to offer memberships in the future and *a task and finish group* of the new Chair, the Secretary, KL and the Centre Manager would prepare some options.

9. Cost Converting Part of the Complex for Camper Van Parking: The Secretary gave details of costs, planning implications and administering the process. The Centre Manager explained some of the process was already in place charging £4 for a shower etc. After discussion it was agreed the Secretary should meet with AG and the Centre Manager to finalise the arrangements. In addition a Donations Box, at a cost of under £100 (including fitting) should be purchased to help collect money from those already parking overnight in the car park.

10: Centre Managers Report: The Centre Manager introduced an upbeat report that gave details of a general increase in use of facilities. However, staff shortages and a lack of gym equipment was holding back further use of leisure centre. AG added that a draft staffing structure would be presented to the June meeting of Trustees. Trustees asked for more information about how additional volunteers could help and ID suggested more volunteers may be attracted by offering free swims etc. The Chair thanked the Centre Manager for all the hard work in attracting new users to the leisure centre.

11: Group: The Chair suggested the Publicity Report should be considered first:

11d: Publicity and Marketing: MS gave details of the recent activities of the Publicity and Marketing Group including the 50th Anniversary Celebration maybe over two years with a start of the pool in July 1974 and the pool opening in 1975.

In addition, it was agreed that the Fund-Raising Group should concentrate fund raising towards the £20,000 needed for additional gym equipment. The Secretary congratulated MS and the Marketing Group for the 2352 visits to the website on Sunday 12 May the day of the Dragon Boat Race.

11a: CH gave an update on the meeting of the Facilities Group held on 14 May 2024 thanking the Secretary for arranging the final settlement with Adamco, giving details of the tasks carried out by the maintenance team and an update on the various growth bids.

11b: Finance Group: The Treasurer introduced details of the Finance Group meeting on 14 May 2024. Trustees asked for details of the repayment loans and it was agreed a report would come to the June meeting. The Treasurer added information about the progress of various growth bids and gym equipment now the top priority as it will produce rapid income.

11c: People Group: AG went through the staffing challenges including the HR Consultant discussing a recent dismissal with ACAS. A lack of staff to fill vacancies was not unique to Settle and both RB and ID spoke about staff shortages in their professional capacities.

12: Chair of Trustees: The Chair reminded Trustees of the need of a Chair after 18th July and CH expressed an interest but indicated if appointed, he would wish to see the post of Deputy Chair filled.

13. Trustees: The Secretary gave details of the number of Trustees after 18 July 2024 and the ongoing process to attract more Trustees.

14: Any other Business:

There were no items of Any other Business

15: Date of Next Meeting:

Thursday 20th June at 7pm

Signed

Chair

Date