

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 18th September 2024

At the Settle Area Swimming Pool.

Present: Trustees of CIO: Chris Hirst (CH) Joint Chair: Ian Dryburgh (ID) Vice Chair: Ian Orton (IO): Secretary: Rosie Sanderson (RS): Treasurer: Anne Galloway (AG) Ken Larkins (KL) and Mike Smith (MS) Joint Chair.

Tash Ward: Centre Manager

1. Welcome from the Chair: The Chair welcomed everyone to the meeting and introduced Elaine Howarth prospective trustee. Elaine outlined her background and interests in becoming a trustee.

2. Apologies: Cynthia Moorehead

3. Declaration of Interest: No declarations were reported.

4. Minutes of the Meeting Held on 15th August 2024: After discussion the Minutes were agreed as an accurate record of the meeting and signed by Chris Hirst Joint Chair.

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

6. Update on Health Check for the Pool Complex: MS introduced details of an Environmental Audit carried out at the pool by consultants Right Directions. The score for the audit was 39% and we expect to be invited to take part in further work later in the year. The Joint Chairs and Centre Manager will be examining the report in detail and taking action as necessary.

7. Gym Facilities: The Centre Manager confirmed the Gym Facility would open on Monday 7th October 2024 and it was hoped to arrange an Open Day to promote the facility before the 7th October. Trustees considered the proposed charges for the Gym Facility and after discussion agreed a rolling contract with six months and yearly options with monthly charges of:

Gym Only: £40	Concessions: £30
Swim Only: £40	Concessions: £30
Classes: £40	Concessions: £30
All Access: £70	Concessions: £55

Single Visit: £8 Concessions £6

It was also agreed to examine action that could be taken to limit the number of classes that members could take in a given period.

8: Centre Managers Report: Item 9c was incorporated into the Centre Managers Report. Concern was expressed that the Café was still losing £500 a month and it was anticipated that miscoding may have contributed to this apparent loss. It was agreed that the Café needed more promotion, review the range of stock, signs to attract passing walkers, a price review, the possible use of vending machines etc. It was agreed that the Café needed to be an agenda item for the October meeting of Trustees.

AG introduced a staffing paper that recommended a new post of Operations Manager 20 hours a week at £16 an hour plus Hannah to work an additional 10 hours a week and 12 additional staffing hours to cover reception. The total cost of the additional staffing was £23920 the majority of which would come from the deleted post of Duty Manager. AG added that a post of Fitness Instructor working 7 hours a week at £14 an hour should be added to the establishment. After discussion the staffing paper was agreed by the Trustees.

9: Groups:

9a: Facilities Group: CH gave an update on issues relating to the building with the Secretary adding re an examination of the roof prior to winter. Trustees asked about cavity wall insulation and it was recommended that North Yorkshire Council were approached for professional advice.

9b: Finance Group: The Treasurer gave details from the Finance Group held on 11th September 2024 requesting that another signatory was required to replace a retired Trustee; after discussion the Vice Chair and Hannah were agreed as additional signatory's.

9c: People Group: Incorporated to Item 8.

9d: Publicity and Marketing Group: There had been no meeting of the publicity and marketing group in September but MS gave details of the bi annual newsletter due in the autumn and a draft will go to the October meeting.

10: Trustees Update: The Secretary confirmed that with Elaine there were now 9 trustees on the Board but we still needed more as three were retiring at the next AGM. Ideas were circulated about attracting trustees.

11: Shop Update: AG explained the ongoing successes of both shops and the Treasurer gave details of anticipated income for the year but AG also gave details of the challenges to recruit and retain volunteers to work in the shop. The Joint Chair (himself a volunteer in the charity shop) thanked AG for all her hard work.

12: Any other Business:

a) The Treasurer gave details of the Langcliffe Teas on 29th September and help that would be required.

b) Details were circulated of a grant of £10k from Settle Middle school c) It was agreed the Honesty Box was a good idea but a larger one with bigger signs was required.

13: Date of Next Meeting: Wednesday 24th October 2024 at 7pm

Signed

Chair

Date