

## 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 19<sup>th</sup> December 2024 at 7pm.

At the Settle Area Swimming Pool.

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

Tash Ward: Centre Manager

Leah Galloway: Operations Manager

Robin Bates who had expressed an interest in becoming a Trustee

**1. Welcome from the Joint Chair:** MS the Joint Chair welcomed everyone to the meeting.

**2. Apologies:** Anne Galloway and Elaine Howarth

**3. Declaration of Interest:** No declarations were reported.

**4. Minutes of the Meeting Held on 20<sup>th</sup> November 2024:** After discussion the Minutes were agreed as an accurate record of the meeting and signed by Mike Smith Joint Chair.

**5. Matters Arising Not on the Agenda:** The Secretary indicated no date had been agreed for the annual pool meal for staff, volunteers and trustees, The Joint Chair suggested this was considered under AOB.

**6. Centre Manager's Report:** The Centre Manager gave details of the use of FitSpace/ Gyn currently with 51 inducted gym users the majority of them paying £6 or £8 a session. The pool has had a recent deep clean by Settle Coal and the Stingrays are settling back in the pool as regular users.

Tash indicated there were issues with car parking and the impact on Bibby's buses. As not all users of the car park are pool users it was agreed this was a sensitive issue and after discussion it was agreed the Joint Chairs should talk with both Bibby's and North Yorkshire Council about marked parking bays. KL asked about greater publicity to promote the Honesty Box.

## **7: Groups:**

**7a: Facilities Group:** CH gave an update on roof leaks and after discussion it was agreed that the Secretary should look for a cheaper scaffolding quote before any contract is considered and Leah will seek other roof quotes. Concerns were raised about the actions of EDF and KL indicated he would approach them. A quote of £305 to upgrade the burglar alarm was considered and the Secretary for authorised to approach the local NYC councillor to help with this project.

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**7b: Finance Group:** The Treasurer explained that December was usually a poor month for income but on the positive side that some of the individuals who had taken out community loans to benefit the pool had agreed to donate sums that would also attract gift aid. The Treasurer also explained that the VAT process was time consuming and as she was stepping down at the AGM it would be useful for the quarterly VAT returns to be completed by the pool's accountants at a set up cost of £210 and £150 a quarter. After discussion this suggestion was unanimously agreed.

MS asked about repayment of the solar panel's funds awarded by Sport England and held by North Yorkshire Council. After discussion it was agreed the Joint Chairs should raise the subject with North Yorkshire Council and the Secretary write to the local MP.

**7c: People Group:** It was agreed that as the HR areas were now largely managed by the Centre Manager this group could be disbanded and HR reporting included the Centre Mangers report.

**7d: Publicity and Marketing Group:** MS gave details of the meeting of the Group on 10<sup>th</sup> December 2024 with MS suggesting the 50<sup>th</sup> Anniversary celebrations of the pool should be held in June and a date of Sunday 22<sup>nd</sup> June was agreed to hold a carnival atmosphere event. It was agreed a Working Group should be established and ideas would be welcomed to make the event very special.

**8: Trustees Update:** Robin Bates was welcomed as a potential Trustee. Robin asked a number of questions about the role of Trustees.

**9: Business Plan:** MS confirmed the Away Day would be held on Monday 13<sup>th</sup> January 2025 led by Elaine Hiser. MS also introduced a Public Consultation document on the Business Plan which was agreed and confirmed that public ownership of the document was essential. The document to be widely circulated and sent to ClubRight members.

**11: Any other Business:** a) After discussion it was agreed the Annual Meal for staff, Volunteers and Trustees should be held on Friday 14<sup>th</sup> March 2025.

b) The Secretary raised the issue of Health & Safety in the two shops and issues of staff and public access within the two buildings. KL and the Treasurer offered to help with reviewing the risk assessment process and bringing the shop H&S documentation up to date with any immediate risks to H&S resolved by shop staff.

**12: Date of Next Meeting: Thursday 20<sup>th</sup> February 2025 at 7pm but should any urgent issues occur the Joint Chairs can call a meeting of the Trustees.**

**Signed ..... Chair ..... Date .....**