

Friends of Bude Sea Pool Committee Meeting – MINUTES

Monday 19 February 2024 @ 6.00 p.m. at The Wharf Studio

Attendees: Trustees: Paul Tilzey (PT), Martyn Holehouse (MHo), Stella James (SJ), Chris Cannon (CC) Committee: Sean Collins-Powell (SCP via Teams), Elaine Viner (EV), Chris Menlove-Platt (CMP), Lisa Bragg (LB) Staff: Deb Rosser (DR) Guests: Sue Bennett (SB), Kelly Kemp (KK) Apologies: Sarah Moore (SM), Mark Henderson (MHe), Josie Dean (JD), Julie Barlow (JB) Minute taker: Ros Stow (RS)		
		Action owner
1	<u>Chairman's welcome & apologies</u> The Committee members introduced themselves to the guests, SB and KK who were present to observe the meeting as a prospective Treasurer and Trustee respectively. Apologies as above were noted.	
2	<u>Declarations of interest</u> None declared.	
3	<u>Minutes of previous meeting and matters arising/task updates – PT</u> <ul style="list-style-type: none">The 15 January 2024 Committee meeting minutes were approved. Tasks from previous meetings (not otherwise covered in the meeting) <ul style="list-style-type: none">Digital thermometer update and BOWS contribution: DR noted that the dummy thermometer from the test unit has disappeared, possibly as a result of weather conditions, but a new more robust housing is being devised. DR also noted that there have been productive discussions with the supplier regarding the digital readout which will be available to be demonstrated shortly. Current cost estimates are a total of some £1,000 for the thermometer and associated fitting and installation, and some £2,000 for the digital screen. BOWS have raised some £1,500 for the thermometer and SJ will discuss further with BOWS their contribution to the project.CC confirmed that the change in objects / rules had been lodged with the Charity Commission.	SJ

4	<p><u>Trustees Report – CC</u></p> <ul style="list-style-type: none"> • CC noted that JD has handed in her notice, with a notice period of four weeks. The Committee members expressed congratulations to JD on her new role. The Trustees will discuss the requirements for the Charity Manager role and replacing JD at their forthcoming strategy meeting. • The Committee agreed that staff members could be appointed to the Committee if they are elected under the normal election process. • CMP noted that AGM invites have been sent today. CC will ask JD to make the appropriate public announcement. 	Trustees CC/JD
5	<p><u>Financial update – CMP</u></p> <ul style="list-style-type: none"> • CMP’s report was taken as read. • The Committee agreed to approve the budget for the year which shows a surplus greater than the 2023 surplus, noting that additional fundraising options may be needed and that stock lines, stock levels and costs must be monitored closely, given the deficit incurred in the first three months of the year. • SJ noted that KK’s experience in charity fundraising, including obtaining grants and legacies, would be of great benefit to FoBSP. KK will be attending the forthcoming Trustee strategy meeting to discuss this further. • It was also noted that FoBSP needs to maintain significant reserves in case of significant storm or other damage to the pool, for which insurance cannot be obtained, and that generating an annual surplus is essential to the longer-term future of the pool. 	
6	<p><u>Staff and Beacon update – CMP</u></p> <ul style="list-style-type: none"> • The staff reports prepared by JD were taken as read. 	
7	<p><u>Pool user matters</u></p> <ul style="list-style-type: none"> • PT noted that he had met with BOWS and proposed that a BOWS member may attend Committee meetings if there are issues to raise, while there is no formal pool users representative in place. • It was agreed that DR and EV will develop a set of requirements for role of the pool users representative role and a proposed process for appointing the role-holder, which will need to ensure that all stakeholders are engaged in the process. DR and EV are to bring the proposals back to the next Committee meeting. • In the meantime, it was agreed that the users@ email address will be forwarded to DR. 	DR/EV CMP

8	<p><u>Fundraising and events update – EV</u></p> <ul style="list-style-type: none"> The Committee noted EV’s report which shows the funds raised from events held so far this year, and prospective fundraising from future events, with reference to previous year’s funds. 	
9	<p><u>AOB</u></p> <ul style="list-style-type: none"> The Committee approved the proposal that an ice cream vendor unit can be sited above the pool during the summer season, on the basis that there would be no liability on FoBSP for any damage to the unit for any reason. It was noted that a follow on to the recent strategy meeting will be held on 11 March at 4.30pm, at the Wharf Studio, It was agreed that Committee meetings would move to the third Thursday of the month from April 2024 onwards. 	
	<p>Date of next Committee meeting: Monday 18 March 2024, 18:00-20:00 at The Wharf Studio Future dates: Q2 2024 – 18 April, 16 May, 20 June</p>	