

Friends of Bude Sea Pool Committee Meeting – MINUTES

Monday 18 March 2024 @ 6.00 p.m. at The Wharf Studio

<p>Attendees: Trustees: Paul Tilzey (PT), Martyn Holehouse (MHo), Stella James (SJ), Chris Cannon (CC), Sarah Moore (SM) Committee: Sean Collins-Powell, Elaine Viner (EV) Staff: Deb Rosser (DR) Guests: Sue Bennett (SB), Kelly Kemp (KK) Apologies: Chris Menlove-Platt (CMP), Mark Henderson (MHe), Julie Barlow (JB), Ros Stow (RS) Minute taker: Sarah Moore (SM)</p>		
	* *	Action owner
1	<p><u>Chairman’s welcome & apologies</u></p> <ul style="list-style-type: none"> The guests, SB and KK, were present prior to their election at the AGM on 24 March. Apologies as above were noted. 	
2	<p><u>Declarations of interest</u></p> <p>None declared.</p>	
3	<p><u>Minutes of previous meeting and matters arising/task updates – PT</u></p> <ul style="list-style-type: none"> The 19 February 2024 Committee meeting minutes were approved. Update on installation of thermometer – planned to be fully operational after the spring works. £2.3K for the display to be paid (BOWS have part-funded – match funded by FoBSP). FoBSP to fund unveiling ceremony. EV and DR to plan ceremony and PT to unveil. JH to provide list of external PR contacts. 2 pool user rep nominations received from swimmers groups. DR to seek nominations on social media. SJ to forward nominations to committee members for decision. DR to speak to BO’M to communicate that we will communicate with him on the nominations. 	
4	<p><u>AGM</u></p> <p>CC confirmed that no public announcement of the AGM is required.</p>	
4	<p><u>Trustees Report – CC</u></p> <ul style="list-style-type: none"> Confirmed that SJ will carry out a review of Beacon to look at its functionality and connectivity with other systems. Confirmed that admin rights for Beacon will be held by CMP and SJ in future. 	Trustees CC/EV

	<ul style="list-style-type: none"> • SB will discuss with Sandersons use of a finance system – VT – or moving to another accounting system. • CC and EV to create a list of FAQ's for pool staff / website including answers to challenging questions e.g. re finance • KK suggested that the committee sets up a working party to plan the celebrations for the centenary. 	
5	<p><u>Financial update – SM</u></p> <ul style="list-style-type: none"> • CMP's report was taken as read and CMP was thanked for production of the report. • The Committee discussed investment in other asset classes and agreed that SB should have an exploratory meeting with Jack Gear to discuss what his proposals for investment management would be. SB stated that she will arrange this once the strategy session on 18 April has taken place so that she has a better understanding of the charity's investment requirements. • SM noted that Josie's resignation and appointment of her replacement will result in a saving in salaries. PT referred to the appointment of Jodie Harper as communications manager. SM communicated details of the appointment and noted that she will communicate to CMP and JB on the following day. 	
6	<p><u>Staff and Beacon update – CC</u></p> <ul style="list-style-type: none"> • CC noted that he is not in agreement with the amendment to the February meeting minutes proposed by CMP re staff reports. This is due to the fact that CC's comment did not relate to the format of the report. SM to email RS to inform her. 	
7	<p><u>Pool user matters</u></p> <ul style="list-style-type: none"> • See item 3 for updated on pool users rep. • Agreed proposal raised by EV for BOWS to open the hub from 8-9.30am. EV talked through details. MH has agreed with BO'M that the trusted user scheme rules will be reviewed and updated where necessary. • SM raised the concern that the lines between BOWS and FoBSP are becoming blurred particularly with BOWS increasing their use of the open hub. The committee agreed and noted that this needs to be considered and the separation between the two organisations needs to be underlined and communicated. • MH proposed that a separate scheme is set up for volunteers using the facilities – trusted volunteer scheme – in addition to the trusted user scheme. • MH agreed that DR be part of the trusted user scheme review. 	

8	<p>* Fundraising and events update – EV</p> <ul style="list-style-type: none"> • Events for the new season are due to start as detailed in the events report. • SCP requested that FoBSP has access to an online diary created by photographer, Ian Robson, is granted to FoBSP. EV to discuss ideas with Ian Robson. • EV outlined plans with Toro Tapas to donate 10% of their food and drink sales for a week in April and to arrange a dedicated menu evening for FoBSP. KK suggested that an auction be added to this evening event. • EV confirmed that North Coast Arts summer programme has been agreed and that FoBSP has been asked to deliver refreshments • EV confirmed that the channel challenge has been opened for booking and that the full number of teams has already been signed up with a waiting list created. Options for increasing the swimmer numbers are being considered • DR talked about the possibility about more events with cold water swimming organisations. • Discussions were held around possible sponsorship options. 	
9	<p><u>AOB</u></p> <ul style="list-style-type: none"> • It was noted that a follow on to the recent strategy meeting will be held on April 18 at 4.30pm, at Jack Gear’s offices. • CC noted that our rules do not permit remote access to our meetings. This can be amended but not until 2025 AGM • CC asked whether the Charity Commission has approved the rules change. SM confirmed no and that she will phone them on 19 March. • SM requested that the date of the May meeting be changed as it conflicts with the Bude Literary Festival. It was agreed that the meeting be changed to 30 May • SCP confirmed that he is part of the Bude Town Team and that FoBSP may be able to apply for monies as part of their funds. • SM suggested that FoBSP joins the Institute of Fundraising and requested that KK investigates this. • SCP will set up working group to look at use of hub and shop – , SB, CC plus volunteer. CC to discuss volunteer with JB. • Meeting closed at 7.45pm. 	
	<p>* Date of next Committee meeting: Thursday 18 April 2024 4.30pm – this will be designated as a strategy session. Future dates for next 3 months – 30 May, 20 June, 18 July</p>	