

Friends of Bude Sea Pool Committee Meeting – Approved Minutes

Held on Wednesday 14.12.2022 @ 5.00 p.m. at The Falcon

<p>Present: Paul Tilzey (PT), Gill Cannon (GC), Deb Rosser (DR), Fay Hargreaves (FH), Sean Collins-Powell (SC-P), Sarah Moore (SM), Martyn Holehouse (MHo) and Mark Matthew (MM).</p> <p>Apologies: Mark Henderson (MHe), Josie Dean (JD), Chris Menlove-Platt (CMP), James Marshall (JM) and Laura MacDonald (LM). Minutes taken by Margaret Burch (reviewed by MM – apologies for the delay).</p>				
		Action Owner	Target Date	Status
1	<p><u>Chairman’s welcome & apologies</u> – PT See above for apologies.</p>			
2	<p><u>Declarations of interest</u> None.</p>			
3	<p><u>Minutes of last meeting and matters arising on 1.11.2022</u> – PT 2022.08.03 b) Redesign of changing hut - MHo to chase up again. Also, in connection with timing, MM to chase up CCC/Cormac re cliff face netting installation. 2022.11.11 Organisation Chart to be updated, noting Trustee changes – when confirmed. 2022.11.13 d) Film shoot had taken place as planned. It is a company who had been before and they will give £400 to FoBSP. Risk Assessment/Insurance and all paperwork submitted ahead of filming. DR to chase up financial donation. 2022.11.13 f) GC to speak to LM as to whether she is leaving Trustees for good, or remaining in a consulting role. She is due to meet with her soon.</p>	<p>MHo & MM MM DR GC</p>	<p>January February January January</p>	<p>Ongoing Ongoing Ongoing Ongoing</p>
4.	<p><u>Trustees Report</u> – PT 2022.12.04 Governance review underway - GC is leading. GC joined a Trustees meeting. GC raised an anomaly regarding member votes at AGMs and explained that</p>	<p>GC</p>	<p>January</p>	<p>Ongoing</p>

	<p>we need to potentially consider different categories of membership for voting purposes to satisfy any new Articles. GC drafting proposal to limit number of people who have a vote in order that we can be compliant with latest Charity rules. Need 51% of membership to participate when a vote has to take place. And more than 50% of participants should vote in favour for a motion to be passed.</p> <p>Ideally should really be in excess of 10% of membership at AGMs. GC is looking at another organisation as to what they do to use as a template in order that we can implement this. Thanks to Gill for hard work. Proposal to be tabled for discussion at January meeting.</p>	MB	January	Agenda
5.	<p>Financial update – SM</p> <p>2022.12.05 a) Report has been circulated. Nothing much to comment on, application is in to Flagstone, not yet decided on which banks to use.</p> <p>2022.12.05 b) Our financial year end is 31st October, and the Accounts are with Sandersons. They will be worked on in January, in readiness for AGM in March.</p> <p>2022.12.05 c) Re disability study. Active8 have offered an hour to run a Q&A session for the Trustees/Committee, this could take place at The Hub in February, DR to arrange, prior to a single item agenda to discuss findings. Work must then be included in Vanstones’ Spring works in May. At present time leave draft budget as it is. Grant Funding would probably be available for any modifications.</p>	SM		Ongoing
		DR	January	Ongoing
6.	<p>Staff and Beacon update including staff reports - GC</p> <p>2022.12.06 a) A single consolidated one-page exceptions report has been circulated for our Business Operations. This was welcomed by all and GC was thanked by the Committee.</p> <p>First month since new roles established. Issue with Website crash has had to take priority. DR initiative to open Hub for 1.5 hours for BOWS in mornings, and any other</p>			

	swimmers has been well received. Winter maintenance crews working well. Twelve Days of Christmas Auction made just over £1,000 which is really positive. 2022.12.06 b) Geoff will assist with the stock take exercise, which is appreciated.			
7.	<u>Pool users report – JM</u> No report this month.			
8.	<u>Art Extravaganza donations - ring fencing (from June meeting)</u> 2022.12.08 DR had a meeting 22/11 with the Arts Team. They want to have a sign made for the top of the steps, which would link in with Signage Audit. There was concern about the cost and the placement of the sign. DR to get some designs, costings and location drawings etc.	DR	March	Ongoing
9.	<u>New Office/Storage facilities update – GC</u> 2022.12.09 Golf Club committee meeting this evening to take decision regarding lease to FoBSP. They will contact GC with their decision and modifications. GC has given them a sample lease, which they will pass to their Solicitors for perusal. GC to arrange for MM to see premises so that our insurance policy is appropriately extended.	GC	January	Ongoing
10.	<u>A.O.B – ALL</u> 2022.12.10 a) SM – building new website. JD has had to work many hours extra to get this business-critical application in place and SM proposes a one-off exceptional overtime payment. Likewise, CMP has also gone significantly over and above his typical volunteering hours – to make this happen. Great effort by all involved. SM to contact him and offer him one-off payment. Committee agreed to these exceptional payments- given the circumstances, with much appreciation for the vital work completed.	SM	Soon	Closed

	<p>2022.12.10 b) MM – Any progress on Lease extension/alignment for the Toilets? No response from Cornwall County Council. In the hands of their solicitors. PT to contact them. Until we have a lease extension, we cannot think any further about modifications to the building. Note business imperative given temporary extra costs which will be incurred for new office premises.</p> <p>2022.12.10 c) MM - Encompass Theatre event now to be June 2024 (subject to our previously agreed caveats). MM to reach out to organisers in new year to act as primary conduit and to offer to join Steering Committee.</p> <p>2022.12.10 d) FH - has sent preliminary costs to GC fittings etc for the old toilets when the office moves into the Golf club. Note re Lease above; significant additional spend for structural features will not be approved.</p> <p>2022.12.10 e) DR – Bude Sea Pool celebrates the Big Lunch 4th June next year, as part of The Eden Project initiative. Bill Williams also assisting with this.</p> <p>2022.12.10 f) DR – reiterated her desire to proceed with the shop outlet partitioning at the Hub. This proposal has already been rejected by the Trustees (see Premises Strategy paper 19 October 2022). However suitable additional racking in former changing rooms ahead of the next season has been agreed. DR and GC to look at this.</p> <p>2022.12.10 g) SCP – Not receiving newsletters recently, querying if due to the Website going down. It was. Action: add committee members to Julie’s email list in order to receive Volunteers’ emails.</p>	<p>PT</p> <p>MM</p> <p>FH/GC</p> <p>DR</p> <p>DR/GC</p> <p>DR/GC</p>	<p>January</p> <p>January</p> <p>February</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
11.	<p>Dates for 2023 and AGM</p> <p>Suggested dates, working on second Wednesday of each month:</p> <p>January 11th</p> <p>February 8th</p> <p>March 8th</p> <p>March 26th – AGM @ 3 p.m.</p> <p>April 12th</p> <p>May 10th</p>			

	<p>June 14th July 12th August 9th September 13th October 11th November 8th December 13th</p> <p>Venue to be The Falcon in the winter, and Golf Club in the summer, as they shut at 6 p.m. in the winter months. FH to book venues for the year.</p>	FH		Closed
12.	<p>Meeting closed 6.25 p.m.</p> <p><u>DONM</u> – 11.1.2023 at The Falcon at 6 p.m.</p>			

ADDENDUM

Extract from FoBSP strategy day notes - 20/10/21 – outstanding actions only

STEPS TO TAKE NOW

1. Update memorandum and articles of association and review mission, charitable objectives and vision statement (GC).

ONGOING

STEPS TO TAKE NEXT (to be prioritised)

6. Funding for feasibility study for major pool enhancements (toilets, shower, kitchen, outdoor cover and lighting, changing rooms) (consultant to be identified to produce outline plan). (PT) - **ONGOING**