

Friends of Bude Sea Pool Committee Meeting Minutes

Held at The Beach on Monday 15th July 2019 at 6.30 p.m.

<p>Present: Paul Tilzey, Martyn Holehouse, Gill Saunders, Sarah Blake, Frances Faulkner, Jeff ?, Janet Barraclough, Fay Hargreaves, Mark Henderson coming late. Margaret Burch-minute taker</p> <p>Apologies: Tracy Robinson, Lucy Coles and Debs Rosser</p>			
<p>1. The Chair welcomed everyone to the meeting, and gave apologies as above. Jeff introduced himself.</p>			
	Action	By Whom	By When
<p>2. <u>Minutes from the Meeting on 19th June 2019</u> The minutes were agreed as an accurate record and signed off by Paul Tilzey</p>			
<p>3. <u>Matters Arising and actions (other than those below as separate items)</u> <u>None specific</u></p>			
<p>4. <u>Trustees Report</u> Mark arrived at 6.43 p.m. Awaiting Gill's recommendations for Trustee and Committee Recruitment Campaign.</p>			
<p>5. <u>Update on strategic plan review and business plan for 2019</u> Need to be thinking about a budget for the year, in relationship to the steps etc. Budget Plan needs to look ahead, and we should budget for the coming year and looking ahead up to 5 years. Priorities for a Business Plan. Fundraising Plan for the coming year also needed. GS knows someone who can write a plan considering the resources that we have, in way of personnel, and what we need as priorities. Discussion among the committee as to what to do next. GS will complete the Business Plan for the coming year.</p>			
	Complete plans as agreed.	GS	
<p>6. <u>Financial Report</u> Jeff attended the meeting and was introduced to everyone. He gave the following info. Co-op £73,600, Barclays similar amount after paying for steps and sluicing etc. Reserve account £43,000. (awaiting paperwork for changes). Jeff gave an update of to where he is at at the moment with regard to the accounts. He asked meeting a few queries. New CRM system should be a great help to the accounting. Committee members introduced themselves. FH. Re Card Machine, can record cash payments as well. Issues receipts, and also reports. Does it cost anything to register cash payments? Appears not. Using the card machine would help tighten up on stock issue, although not a priority for the time being, perhaps start January, once Jeff is settled in fully.</p>			

<p>7. CRM System - report to date As per report. 5. We need to decide what reports we would want done. Eg number of memberships and how paid? Need to discuss this at a single item meeting. Invite Jeff to this meeting. It was commented that the CRM System is only as good as the information put into it.</p>	<p>Arrange mtg to discuss reports</p>	<p>TR/LC</p>	
<p>8. Marketing Meeting Report See report. 1. Online newsletter. Karen, who is a writer, has offered her skills. Also offered to do the handbook. It is hoped to meet her in the future. 2. IT meeting is 17/7. TR setting up new system for emails. 3. 2) JB had chased Clive, regarding photos of the steps, but no reply.</p> <p>PR and Communications 1. Contact sheet in office, and needs emailing to committee members along with Crisis Management Statement 2. Lapsed members/friends letters. How to issue such letters. GS to talk to TR about this. 3. Within a General Communications Strategy, a general volunteer would not have the necessary information. Short term solution, what is put on Instagram put on Facebook too. AOB - request permission from RNLI to put the cameras on lifeguard hut, in the process. Once permission should be able to start installation within the week. Discussion re Social Media. Best idea is to bring defamatory statements up at AGM, and ignore them at the time. Send letter to person in question, and bring up at AGM. Big Lunch, not lose a big amount by not holding it. Have an end of season get together.</p>	<p>Email contact details etc Talk to TR re letters</p>	<p>FH/LC GS</p>	
<p>9. Pool Users Report Promote winter swimming and publicise Hub. Join Historic Pools of Britain, £300 p.a. Already in their listing. Ask them what the deal is if we join. Safety mats - SB speak to FH about getting mats that can be put down on the slippery part. Paddle boarding. In unsafe area. MH to have a word with him.</p>	<p>Contact Historic Pools Assn Obtain more mats Speak to Rob Mc</p>	<p>SB SB/FH MHo</p>	
<p>10. Co-ordinator and Administrator reports Request from 17 year old wanting 6 weeks work. Check with other staff first if they want more hours, contact lad asking for his CV, once we have asked other staff. Teams for channel challenge, limited to 15. Query if we would accept a team of one, enter as team of two, but has back up of other teams. Not chased up Cornwall CC re fire, leave in abeyance. Parking charges for Vanstones rebate request. Leave it for this year, but as for the future should be no charge. Tap - needs replacing rather than adjusting. PA system. Needs SS brackets. Get installed ready for main holiday. Needs putting in office part of the Hub. MH & PT do within next week. Letter to friends if still want to be on volunteer list. Also a new volunteer form. Auction, ladies doing well.</p>	<p>Approach staff re hours Ask for CV if needed Parking Sort tap PA System Volunteers</p>	<p>FH FH JB PT PT/MHo FF/LC</p>	<p>ASAP</p>

11. AOB and date of next meeting

a) SB - suggestion of end of year bash? make it a fundraiser re steps.

b) SB - dogs in pool. Still happening. Another sign for the dogs?? Not need another sign - announce over PA system??

Date of next meeting. 21st August 6.30 p.m. at The Beach.

Meeting closed at 8.20 p.m.

(FH left the meeting at 8.05)

Check available

FH

