

Friends of Bude Sea Pool Committee Meeting Minutes

Held at Bude Rugby Club on 11th December 2019 at 6 p.m.

Present: Paul Tilzey, Martyn Holehouse, Gill Cannon, Mark Matthews, Ken Ashman, James Marshall, Sean Collins-Powell, Frances Faulkner, Janet Barraclough, Fay Hargreaves, Margaret Burch - minute taker

Apologies: Mark Henderson

	Action	By Whom	By When
1. Welcome - Paul Tilzey welcomed everyone to the meeting.			
2. Conflict of Interest Declaration - None declared.			
3. Minutes of Meeting held on 11th November 2019 Matters arising - none that are not discussed later in the meeting.			
4. Update on Staffing and Beacon including Beacon Training - GC Someone is needed to take on Beacon once Tracey Robinson has finished at the end of December 2019. Beacon have offered some help, and it was decided to take them up on this, in order for other members to be trained. Ken Ashman will some training initially with TR and Beacon. Janet Barraclough also wishes to have some training with Beacon, although she already has some knowledge. There were several on the initial Beacon training, but Fay Hargreaves is the only current member. There is a need to find volunteers who are dedicated to various aspects of Beacon in the near future. There is a cost per user, and at present we have 5 licences so these need to be used wisely. Query as to whether there is a manual. Fay has a short manual from Beacon, but she will have a look online to see if a fuller manual. If not she will circulate the shorter version.			
5. Sea Pool Users Report - JM The report has been circulated, and can be found at the end of these minutes. James had received a very positive e-mail from Pool Users. Pleased with Trusted User Scheme (TUS), and all the other help that has been given. The key safe is due to be replaced and it does not always work properly. The light switch is being moved, and replaced with a dual switch. Sensor light is also unpredictable. When the Penfound Electricals next come, get them to look at the light. Also ask them to give a quote for a dehumidifier, to add to the other two quotes already received. It is hoped that the excessive dampness in The Hub could be eliminated by the dehumidifier, and also give a little heating. Quotes of £1000 and £1500 have so far been given. We will wait until the third quote is given, (if they wish to), and SC-P will find out how much heat the units quoted for actually give.	Look into heating	SC-P	

<p>6. Operations Report (discussed after item 7.)</p> <p>a) Do we want to have the Junior Challenge again in 2020? MHo will contact BLEND, the youth group, to see if they are interested with its organisation. It's a good event to encourage young people in outdoor swimming, and could lead to having swimming galas etc. JM will also see if he can think of others to approach.</p> <p>b) Handbook – JB will resend email to Business sponsors for FH to follow up. So far only 17 out of 80 have responded. She will contact those not yet replied. FH to give her details. FH also asked for reports from PT and MHo. (See item in AOB from PT) JB will resend email to Business sponsors for FH to follow up</p> <p>c) Works and quotes for 2020 – Paul and Andy have had a look around and report these possible works: the three steps into the pool, slabs at the bottom of steps from Lifeguard Hut, repair to crack in cliff by new steps. JM mentioned having steps into the pool at the far end by Middle Beach steps.</p> <p>d) Strip at bottom of storeroom door – MHo will fix.</p> <p>e) Office Stock take – This will take place in the New Year by Jeff Palmer. iZettle to be used for cash <u>and</u> cards from now on, this will link into Beacon.</p> <p>f) Music Night – 1st February at The Falcon with James Dixon. Ken agreed to produce the posters.</p> <p>g) Polar Bear Challenge – On our website it states that money is raised for charity, but unsure as to which one. James will enquire as to where the funds go.</p> <p>h) Save our Steps – target has now been met, and it would be good to have a press release to say this, along with before and after photos. JB will do this using photos that we already have. (Mention of sponsors/donors???)</p>	<p>Contact Blend</p> <p>Chase businesses Reports to FH</p> <p>Replace strip Stock Take</p> <p>Info to KA Speak to swimmers re this Press Release</p>	<p>MHo</p> <p>JB & FH PT & MHo</p> <p>MHo JP</p> <p>FH</p> <p>JM JB</p>	<p></p> <p>New Year</p> <p>ASAP</p>
<p>7. Defibrillator</p> <p>Dan from Jays Aim will come to the January Committee Meeting to give further information.</p>	<p>Invite Dan Add to Agenda</p>	<p>?? FH</p>	<p></p>

<p>8. A.O.B.</p> <p>MHo a) CCTV – Martyn will email quote to committee. It has already been agreed to spend up to £3000, therefore proposed by MHo and seconded by FF. All in favour</p> <p>b) Upgrade keylock (as detailed in Item 5)</p> <p>MM c) 12 Days of Giving. He has registered to see if we get a donation. He also urged others to register the Sea Pool with similar charity giving.</p> <p>KA d) He will sort out iPad fittings.</p> <p>FF e) Lost momentum with Volunteers at present. New pack to be done, look at in the New Year.</p> <p>f) Poolside Newsletter – JB will set 4 quarters dates for 2020, then people will know deadlines for information.</p> <p>g) List of events to be given early in New Year</p> <p>h) External Events – strategy still needed.</p> <p>PT i) Handbook envelopes – Paul had copy of envelopes being used by the TIC with picture of Sea Pool on the outside. Queried if we could use the same envelopes for our handbooks. To be discussed at forthcoming Marketing meeting on 13th Dec, 12 noon at the office. Discuss increase number of business sponsors, with regard to more pages in handbook.</p> <p>JB j) Marketing Meeting – see item i). Andy Crouch a volunteer with marketing experience wishes to be involved. He will be invited to next marketing meeting in the New Year.</p> <p>FH k) Planner for office. Fay wishes to put holiday dates of committee on it, so please let her know. She will also keep it updated with events, so please keep her informed.</p> <p>l) Sharepoint – Fay to give committee and trustee details to KA .</p> <p>SC-P m) Electronic collecting tins. Material ones now receive only half from previous years. Also Text to Donate provision. These items to be discussed at Marketing Meeting.</p> <p>n) Tide Tables – Also at Marketing Meeting</p>	<p>Email CCTV quote</p> <p>Change keylock</p> <p>IPad</p> <p>Volunteer pack</p> <p>Set dates</p> <p>List of events</p> <p>Put on future agenda</p> <p>Dates to FH</p> <p>Contact details to KA</p>	<p>MHo</p> <p>MHo</p> <p>MM</p> <p>FF</p> <p>JB</p> <p>???</p> <p>FH</p> <p>All committee</p> <p>FH</p>	
<p>Meeting closed at 7.09 p.m. DONM – WEDNESDAY 8TH JANUARY 2020 AT THE FALCON</p>			

Co-Ordinators Report 11th Dec 2019

Do we want to do the Junior Swim Challenge again this year - June 2018 was new and had 4 teams who enjoyed it.

BCCT - has anyone done the video? - are we meant to be?

Handbook - Only had 17 replies for BS - :(- will be chasing this week.

Anyone writing articles - Martyn, Paul, Frances (collection tins) , Gill (Legacies) - anyone else?

Any chance of having these soon - is Janet , or Gill Saunders contact Karen proof reading?

What is the update ref memberships/donations/beacon etc?

What is happening ref works and quotes for next year?

Strip across door at Hub needs doing asap due to amount of rain getting in.

Are we and if so when, are we doing an office stock take?

Are we and if so when, are we starting to use izettle for card and cash payments?

If we are who is going to be doing the reports?

James Dixon music night gig at the Falcon is now confirmed for the 1st Feb.

Any new Trustees and committee got graphic design skills?

Polar Bear challenge on our website events page says they are to raise money for charitable organisations but I'm unsure where that came from? If so are we making any mention of that to BOWS?

Pool Users Report 11th December 2019

1. Having spoken to Eve and Billy re. TUS all seems to be well, still some concerns about the key safe which is a little tricky to operate especially with cold fingers and is fitted abit high for the smaller swimmer

Could be changed for alternative model or preferable to key pad that is attached directly to the door handle that would allow access without the need for key.
2. There seems to have been quite good attendance throughout the last few weeks despite the time of year and the pool has seen the regular crowd making the most of the good weather during the weeks and the relatively clean conditions of the water.
3. The December BOWS polar challenge was well attended with around 40 swimmers over the weekend. They were very appreciative of the Hub and from what I saw had enough cake to feed a small army. The donation bucket was out and money was raised and will be forwarded in due course
4. Had an email from Andrew Butler to which I replied saying I would raise his issues re. floodlights.
5. General condition of pool surround was good for the time of year maybe a bit green and slippery but nothing out of the ordinary and pool did not seem to be too full of sand or pebbles and had a good depth throughout.

