

## Friends of Bude Sea Pool Committee Meeting – MINUTES

Thursday 19 December 2024 @ 5.00 p.m. at Jack Gear, 11 The Strand, Bude EX23

<p><b>Attendees:</b>  <b>Trustees:</b> Sarah Moore (SM), Sue Bennett (SB), Chris Cannon (CC), Martyn Holehouse (MHo), Kelly Kemp (KK)  <b>Committee:</b> Lisa Bragg (LB), Sean Collins-Powell (SCP), Mark Henderson (MHe), Jan Lathem (JL), Elaine Viner (EV)  <b>Staff:</b> Deb Rosser (DR), Jodie Harper (JH), Chris Menlove-Platt (CMP), Steve South (SS)  <b>Apologies:</b> Mick Gates (MG), Paul Tilzey (PT)  <b>Minute taker:</b> Ros Stow</p>		
		<b>Action owner</b>
1	<p><b><u>Chair’s welcome &amp; apologies - SM</u></b></p> <p>Apologies as above.</p>	
2	<p><b><u>Declarations of interest</u></b></p> <ul style="list-style-type: none"> <li>EV noted an interest in item 6.1 and abstained from voting.</li> </ul>	
3	<p><b><u>Minutes of last meetings and matters arising – SM</u></b></p> <ul style="list-style-type: none"> <li>The 26 September 2024 Committee meeting minutes were approved.</li> <li>Matters arising (not covered below): <ul style="list-style-type: none"> <li>Registration with Fundraising Regulator: SM advised that this is now completed.</li> <li>Health and safety management review: This remains outstanding and MHe confirmed that he will action this in due course.</li> <li>Risk register format and review: KK advised that this remains ongoing. SB, MG and CMP now lead this work.</li> <li>Algae management: The regular pressure washing is now in operation.</li> <li>Thermometer update: SCP reported that the thermometer is now largely working successfully.</li> <li>Online donation station: KK noted that running a station can be expensive and she is exploring various options. Options for installing a waterproof housing are also being explored. SB noted that there is nothing in this year’s budget for expenditure on a donation station and that any costs would come out of revenue.</li> <li>Open hub update: JL noted that the new system is working well, people are starting to put in their own bookings, although there remain some users who need to complete trusted user forms. After</li> </ul> </li> </ul>	<p>MHe</p> <p>SB, MG, CMP</p> <p>KK</p>

	<p>discussion, it was agreed that JL would ask for feedback on the system, which would be then be presented at the 2025 AGM along with the pool users survey.</p> <ul style="list-style-type: none"> <li>• Website review: It was agreed that further consideration should be given to the administration of the website to ensure that the process for posting regular updates and more significant changes runs smoothly. SCP will lead this project.</li> <li>• NDA's update: SM advised that this remains outstanding.</li> </ul>	SCP
4	<p><b><u>Risk and incidents</u></b></p> <ul style="list-style-type: none"> <li>• Incidents update: DR reported that no new incidents have been reported since the last meeting.</li> <li>• Safeguarding lead: It was agreed that the Trustees would review FoBSP's safeguarding arrangements.</li> </ul>	
5	<p><b><u>Trustees updates – SM</u></b></p> <ul style="list-style-type: none"> <li>• Strategy update: SM noted the recent strategy meeting and the ongoing work arising from that.</li> </ul>	
6	<p><b><u>Treasurer's report – SB</u></b></p> <ul style="list-style-type: none"> <li>• SB advised that she had been unable to present a report to this month's meeting as there was an issue with the accounting system. SB is working to resolve this and will present updated financial information as soon as possible.</li> <li>• Beacon update: SB noted that she and CMP have reviewed the Beacon system. The current fee arrangement is satisfactory and the system provides good functionality for matters such as Gift Aid. JH noted that glitches in the mailing system appear to have been resolved.</li> </ul>	
7	<p><b><u>Working group updates</u></b></p> <p><b>7.1 Estates (MHo)</b></p> <ul style="list-style-type: none"> <li>• Shop premises: The Committee discussed the proposals circulated by CMP prior to the meeting relating to FoBSP's shop premises. It was noted that the current shop lease comes to an end next year and that security of tenure is a key objective, as well as maintaining or increasing the net revenue generated. The Committee members present (with one abstention) agreed in principle that the option to construct a shop premises above the sea pool should be further developed, including providing Committee members with a walk through of the site, understanding the impact on beach hut and other users, the ability to gain planning permission and the options for toilet facilities for those staffing the shop.</li> </ul>	

