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Friends of Bude Sea Pool Committee Meeting – MINUTES

Thursday 16 July 2026 @ 5.00 p.m. at Jack Gear, 11 The Strand, Bude EX23

Attendees:
Trustees: Sarah Moore (SM) – Chair, Chris Cannon (CC), Sean Collins-Powell (SCP), Esther Stacey (ES)
Committee: Mark Henderson (MHe), Deb Rosser (DR), Jayne Taberner (JT)
Other reps: Staff - Steve South (SS); Events/volunteers – Teresa Watts (TW);
Apologies: Trustees – Belinda Dyson (BD); Committee – Lisa Bragg (LB); Jodie Harper (JH); Staff - Chris Menlove-Platt (CMP), Carly Parton (CP); Pool users rep - Mick Gates (MG); President - Paul Tilzey (PT), Vice-president - Martin Holehouse (MHo)
Minute taker: Ros Stow

		Action owner
1	**Chair's welcome & apologies – SM** SM welcomed TW to the meeting in her new role as a volunteer assisting with volunteers and events, and introduced her to those present. Apologies were noted as above.	
2	**Declarations of interest** No interests were declared.	

3	**Minutes of last meetings and matters arising – SM**
	• The 18 June 2026 Committee meeting minutes were approved.
	• It was agreed that there were no matters minuted that should not be published (as per paragraph d) of the Management section of the FoBSP rules https://www.budeseapool.org/wp-content/uploads/FOBSP-rules-Revision-Feb-2020.pdf)
	• Matters arising from 18 June 2026 or previous meetings:
	  • Discussion of fundraising ideas – SM advised that BD is taking over this item and will develop strategy ideas, including fundraising, legacies, merchandising and business sponsorship, in due course.
	  • Pricing of food and drink items – see 6 below.
	  • Tablets and Wifi for pool and shop – CC advised that he has consulted with the IT adviser and shared information with CMP who will take forward. DR advised that a new iPad has been acquired and that progress has been made in improving connectivity down at the pool.
	  • Business sponsors and Membership review – held over, as JH not present.
		JH

	• Using the thermometer screen for messaging – SCP is waiting for a response regarding the possibility of this. • Bodyboards – DR advised that three new boards have been donated, all of which have been returned by borrowers, therefore no further action will be taken at present re asking for deposits or similar. • Sauna project discussions – the next steps will be for the provider to present a full plan for the Trustees and the Committee to consider and decide whether to go ahead, DR will follow this up with the provider. • Volunteer survey – see 5 below.	SCP DR
4	**Risk and incidents** • MHe advised of one incident involving a minor head injury that was satisfactorily resolved. • DR advised that enquiries are ongoing regarding a matter recently reported on social media. SM is to take the lead on progressing this matter.	 SM
5	**Trustee updates and strategy** • SM advised that the recent volunteer survey was discussed by the Trustees and the steps to be taken, particularly around communications, will be formalised. SM has agreed to represent the Trustees in matters relating to volunteers. A video is being prepared which will inform users on the roles and responsibilities of the Trustees, Committee members and staff. • SM also advised of forthcoming role changes, including Shop Manager, Pool Manager and HR, effective from 1 August. Roles have all been successfully filled except the HR role but a prospective candidate for this has been identified. • SCP advised that good progress has been made in agreeing a new contract with the ice cream vendor at the top of the pool steps.	
6	**Finance and admin** • ES and CMP's finance reports were taken as read. • ES drew attention to the key financial headline items and the budget for the summer season ahead. Further work is being done on developing reporting on sales by the shop and pool shop. • ES is to draw up an information sheet for volunteers on how the various income streams operate, including the separate trading entity for the shop and pool shop. TW is to prepare a price list for food and drink items, and share with volunteers, to ensure consistency.	 TW

	ES left the meeting.	
7	**<u>Working group updates</u>** **7.1 Estates** • SCP advised that a potential tenant for the Old Toilets has been identified. Further discussions are being held. **7.2 Shop / Merchandising** • CP's shop manager's report was taken as read. No queries were raised. **7.3 Fundraising and marketing** • TW advised that a volunteer has been identified who has experience of setting up a legacy scheme. TW also raised the idea of having a lottery or 100/500 club. The regulations around such schemes, the differences between them, including the amount of work that would be required by pool representatives, were discussed. • It was agreed that TW would gather further details of the legacy scheme and that BD would be asked to consider these ideas further as part of her fundraising strategy review.	SCP TW
8	**<u>Operations</u>** • JH provided an email update noting the significant publicity generated by recent social media posts on various matters including the jellyfish influx and Summerleaze's 'best beach' award. JH also advised that the new membership branding and pricing goes live on 1 August. • DR advised that inductions are being successfully conducted for the new pool staff. DR is arranging for the repair of a small section of the hub, and jetwashing around the pool is being conducted as required. Outreach events are proceeding as planned, and a new 'Swimsafe' initiative will be commencing for the summer holidays. • There was a general discussion of how better use can be made of all the skills held by Committee members and volunteers, to support operational staff whose roles are all very busy. SM will lead further work on further defining roles and responsibilities of individuals and working groups, including identifying gaps or overlaps and procedural matters which may cause inefficiencies. • SS advised that fundraising from recent events has been successful, noting that licences to sell alcohol are limited and so are not available for all events. SS also noted that as well as TW another volunteer has been identified who is keen to help with events.	SM

9	**<u>Pool user matters</u>** • There were no matters reported.	
	Date of next Committee meetings: 17:00-18.00 on the 3rd Thursday of the month (20 August, 17 September etc) at 11 The Strand, Bude unless otherwise stated.	

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