**HATHERSAGE PARISH COUNCIL**

Clerk – Mr Steve Wyatt, *Heart of Hathersage, Main Road, Hathersage, S32 1BB*

Mob: 07432422470 Email: [clerk@hathersageparishcouncil.gov.uk](mailto:clerk@hathersageparishcouncil.gov.uk)

Minutes of a meeting of the Swimming Pool Committee of Hathersage Parish Council

held in the Pool Office at 19.30 on 10th September 2019

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| Present | Councillors W Hanley S Turner (Chair), JA Marsden, HJ Rodgers, B Hanley, R Olle. |
| In attendance | S C Wyatt (clerk), M Wellington (Pool Manager), C Cave (RFO), C Wilkinson (Fundraising and Lifeguard), S Cass (Fund raising). |

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| 071/19 |  | Apologies for absence – G Foy |
| 072/19 |  | To decide any variation in the order of business - none |
| 073/19 |  | Declaration of interests. Mike and Christine as pool staff. |
| 074/19 |  | Public participation no one attended. |
| 075/19 |  | Confirmation of previous minutes of 13th and 29th August 2019 – the minutes were reviewed, **approved** and signed by the chair. |
| 076/19 |  | Review previous action points (appended to this agenda). |
| 077/19 |  | Receive notes of Marketing/Advertising/Fundraising Group meetings since August SPC.  The next meeting is Thursday.  Historic Pools – Oct 29th Chris suggested to join, £300 annual joining fee, £45 one-off- Suzanne will go if available.  Approached by volunteers,suggested more merchandising is available and a pop up shop.  Pool It promotion, Just Giving is costing money each month. A communications plan is required – Suzanne offered to draft a plan for the rest to review.  Suzanne suggested more funds could be found from various sources, along with other fund raising this needs to be spread across several volunteers, a new volunteering role could be defined. A request for donations needs to targeted to a specific project each time.  Promises for the Auction of Promises are required – a request for ideas of promises is required. 2 season tickets are to be put into the auction.  Cllr. Olle will check with Tarmac about their grant funding. |
| 078/19 |  | Plant/Machinery/Operational issues and review of handover log.  The plant equipment is currently working ok.  The entries made on the handover log are being dealt with by Mike and George.  Takings have dropped recently due in part to the end of the school holidays.  Positive comments have been received about the extended season ticket period.  Cllr. W Hanley mentioned the use of phones etc when in the office, there are plenty of tasks that could be done while it was accepted that during breaks phone use is acceptable but maybe not in view of queuing members of the public. A professional impression needs to be created at all times. There was a suggestion that the store could be reorganised as a staff room. This suggestion will be reviewed over the closed period. |
| 079/19 |  | Plant room upgrade project – update.  It was reported that Architect, Tom Crooks, had not heard back yet from T&C Williams. |
| 080/19 | 1 | Sport England Award - requirements for grant approval.  The completions of the acceptance forms would be posted by recorded delivery tomorrow by the Clerk.  Signed: Date: |
| 081/19 | 2 | Communication and decision making. The incident between visitors and staff on Bank Holiday Sunday was discussed. The Clerk reported that notices had been provided and posted stating, from the Parish Council, that abuse to staff would not be tolerated. He also stated that CCTV camera notices are being reviewed around the village and one will be provided for the entrance of the pool and that the area that the pool CCTV covers at the pool is being reviewed.  The unwarranted, unfounded and inappropriate comment on Facebook was also discussed and that enquiries are being followed as to how to remove or redact parts of the review. With it being a review, this is proving to be a problem. |
| 082/19 |  | New year’s publications and opening times.  A Draft schedule created by Mike will be circulated. |
| 083/19 |  | Staff and training – action points from previous meeting. Covered eralier |
| 084/19 |  | Sign at the bottom of the drive. Action point |
| 085/19 |  | Finance.  Attendance this year so far is 24,000, last year 32,000 previous, year 19,000. The number of spectator tickets was not known. Several of the current spectator tickets had been sold. |
| 086/19 |  | Clerk’s report/correspondence. |
| 087/19 |  | Items for the next meeting.  Swimming Club next year  Volunteers assisting at busy times  Space for staff  Report for the meeting from Mike, resurrected.  Collate maintenance list. |
| 088/19 |  | Confirm date of next meeting as 8th October 2019 at 7.00 pm in the School Hall. |
|  |  | Signed: Date: |

**Actions Points Reviewed**

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| **Minute Number** | **Owner** | **Action** | **Status** |
| 060/19 | C Cave | The takings from the July night swim are to be provided.  **10/09/19** It is not possible to determine takings for each night swim unless this information is captured at the time that the payment is accepted. All night swims are generally sold out. | Closed |
| 061/19 | M Wellington | To update on the problems reported at this meeting   * One pump tripping out * Pool vacuum * Indoor shower temperature * Dosing system   **10/09/19** There has been no further issue with the pumps: the vacuum is packaged ready to be sent away for repair; there is no more adjustment to the shower temperature; the dosing system is working as it should | C/F re vacuum |
| 061/19.1 | M Wellington  S Wyatt | Clerk to agenda for Full Council the approval of the extension of this year’s season tickets until the new pump room work starts.  Mike to email season ticket holders to advise them.  **10/09/19** – the agenda item at full council had been agreed and Mike had an email prepared to send to season ticket holders. *Post meeting the email was sent 17/09/19.* | Closed |
| 062/19 | S Wyatt | Clerk to set-up a meeting with Tom Crooks (architect) to discuss the tenders that have been received – 23rd August 3pm.  **10/09/19** The meeting had taken place 29th August. | Closed |
| 065/19-1 | M Wellington  S Wyatt | To identify who the members of staff should be to attend the RLSS NPSQ in Leek and book them on the course.  **10/09/19** – due to the delayed start in the new pump room project just 2 lifeguards would be identified by Mike to attend this course. | C/F |
| 065/19-2 | M Wellington  S Wyatt | To research a pool managers course for Mike and George to attend  **10/09/19** Mike had found a course at the cost of £540 +VAT for a 4 day course but that this not being run locally. Other options such as buying in the training would be considered. | C/F |
| 066/19 | M Wellington | To chase PDNPA about the sign at the bottom of the drive.  **10/09/19** Mike had received confirmation from PDNPA that the sign could be renewed without seeking planning application | Closed |
| 068/19 | M Wellington | The YHA location is to be included on next year’s pool leaflet.  **10/09/19** Mike would ensure this is included | Closed |

**New Actions**

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| **Minute Number** | **Owner** | **Action** | **Status** |
| 077/19-1 | S Cass | Suzanne will check her availability to attend the Historic Pools Conference. | Raised. |
| 077/19-2 | R Olle | Cllr Olle will enquire with Tarmac about their community funding | Raised |
| 078/19-1 | M Wellington | Mike will review during the closed period the storeroom for possible use as a staff room. | Raised |
| 080/19-1 | S Wyatt | The Clerk will ensure the acceptance papers for the Sport England Award are posted recorded delivery tomorrow. | Raised |
| 081/19-1 | S Wyatt | The Clerk will provide a yellow CCTV sign to Mike for fastening to the pool entrance. | Raised |
| 082/19-1 | M Wellington | Mike will circulate the draft timetable for comment. | Raised |