

HATHERSAGE PARISH COUNCIL

Clerk – Maura Sorensen, *Heart of Hathersage, Main Road, Hathersage, S32 1BB*

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Hathersage Parish Council Swimming Pool Committee meeting, Tuesday 16 January 2024, 7.30pm MINUTES

Present: Councillors W Hanley (Chair), B Hanley, Tim Hill, Jane Marsden, Rosie Olle, Heather Rodgers

In attendance: Maura Sorensen, Clerk; Leisure Services Manager, Mike Wellington

- 135/23 Apologies for absence – Cllr Alex Campbell; Responsible Finance Officer (RFO), Chris Cave.
- 136/23 To decide any variation in the order of business – none.
- 137/23 Declaration of interests – Mike Wellington, pool staff (Leisure Services Manager).
- 138/23 **Public participation** - a period of not more than ten minutes for members of the public and Members of the Council to comment on any matter – there were no members of the public in attendance.
- 139/23 **Pool Advisor's Report.** Pool Advisor Ash Watts joined the meeting virtually (Zoom). He referenced a recent discussion with the SPC Chair on pool staffing and the draft Duty Supervisor proposals *minuted under item 142/23*.
- 140/23 **Minutes of the 19 December 2023 meeting confirmed** and actions arising from the minutes (*referenced in the Action Log*) **noted**.
- 141/23 **Pool Manager's Report** including operational, maintenance and staffing matters.
- .1 **8 December Gas Leak: incident report received.** SPC Chair had spoken with the LSM and Cllr Hill both of whom were present – at a meeting with Matrix Energy - when the leak was discovered. Noted the HPC Chair had been informed of the incident at the time including updates on actions taken. Arising from the incident and response, confirmed some changes had been made to the emergency plan and procedures; and to routine checking of the gas meter/cupboard.
- Cllrs acknowledged the concerns about the incident and response raised by pool staff at the 2 January HPC meeting however it was also noted that, in line with reporting protocols, staff should have first raised this with pool management.
- Agreed that, with the changes instigated in the emergency plan and procedures, and incorporating regular checks of the gas meter/cupboard, the matter was now considered closed.
- .2 **Emergencies – management and procedures** (and with reference to the 8 December incident report): reiterated changes incorporated in the emergency plan and procedures as a result of the gas leak incident. ***FURTHER ACTIONS – Clerk and LSM to liaise on communications cascade, and lone working procedures sharing a report, and any new proposals, with SPC members.***
- .3 **Health and Safety matter:** pool security and securing the side gate to the pool. Noted the electronic closure on the gate has now been repaired. Cllrs expanded on their concerns about the gate being left unlocked while the electronic closure was not working, and directed that, should there be any further issue with the electronic closure, the gate must be kept securely shut at all times.
- .4 **Tile repairs** – no work dates confirmed by the contractor, yet; noted weather may be a factor.
- .5 **Pool staff noticeboard** (with staff photos) – noted good staff uptake with staff photos posted on the board.
- .6 **Solarium floor**
- **LSM update** on written response from the contractor that health and safety compliance testing is guaranteed – nothing confirmed, in writing, to date. Cllr Hill referenced specific performance indicators which must be met. Agreed the Council will not sign a contract for the work to be undertaken until compliance testing and meeting performance indicators is clarified, in writing, first.
 - **LSM update** on any further quotes received for removal and replacement of bench supports. There had been no further responses from contractors. **Agreed** to contract with Peter Wilcockson.

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- .7 **Staffing – lifeguard hours; monthly planning; training; recruitment.** Reference to matters for discussion at the Human Resources Committee including the recruitment process for new lifeguards. Cllrs will also discuss lifeguard weekend evening cover.
- .8 **September pool inspection and update on actions including:**
- **blue badge sign (pool car park)** - will be put up this week;
 - **addition to the list of works** - replacement of rusting metal 'shoes' supporting changing room uprights. Cllr Hill expanded on the challenge of undertaking this work. **ACTION – LSM to liaise with some contractors, for advice/input.** Cllrs directed that this task should be prioritised.
- .9 **Fundraising / Events / Marketing - any updates – and:**
- **Friday night swim for season ticket holders – agreed** to schedule this in April - for the first hour of the session - opening the second hour to the public.
 - SPC Chair referenced an offer from a synchronised swimming group based at Portishead Lido to perform this Spring/Summer. Cllrs referenced the possibility of tying this in with a local charity.
- .10 **Swim Club:** any **update** – noted the offer of a donation towards pool costs (amount to be confirmed). LSM and POM liaising with the Club about session timetabling for the coming months.
- .11 **Widening pool access to users with health and/or mobility issues:** standing item – any suggestions/proposals to be shared – no update at this time.
- .12 **Lifeguard outdoor shelter:** LSM confirmed only some parts of the structure had been delivered and referenced the lack of response from the trader, on the missing parts. Cllrs suggested setting a delivery deadline – if missed, a full refund would be sought. **ACTION – LSM to inform the trader of a delivery deadline (within the next couple of weeks) noting the Council will be seeking a full refund if the parts are not delivered.**
- 142/23 **Duty Supervisor role:** noted the draft job description (JD), person specification (person spec) and pay will be considered, in depth, at the 30 January Human Resources Committee (HRC); any recommendations will be considered by full Council. Pool Advisor, Ash Watts, shared some helpful advice and information on the draft JD and person spec. He agreed the JD and person spec were 'pitched at the right level' and reflected JDs / person specs for similar roles in the leisure section. He suggested a greater emphasis in the JD on customer service noting DDDC JDs start with a reference to the primary function of the role, encapsulated in a couple of brief sentences. He also suggested clearly referencing the postholder's responsibility for health and safety, risk assessment and operating procedures, without listing every procedure/detail; noted the postholder should have sufficient experience in the leisure sector to have good knowledge of these responsibilities. The Pool Advisor referenced pay rates for Supervisor roles in the leisure sector. Noted hourly pay rates were generally lower than the real living wage (RLW) paid to Hathersage Pool Lifeguards. Pool Advisor also commented that Supervisors in bigger settings frequently have wider responsibilities for both wet and dry facilities. LSM also referenced practices at other, larger leisure centres with a mix of contracted and zero hours Supervisors. Cllrs thanked the Pool Advisor for his input and noted some further changes to the JD and person spec would be incorporated, as a result. Pool Advisor noted he was happy to offer support with any other staffing matters including meeting with staff. *Pool Advisor left the meeting,* Noted a further draft of the JD / person spec will be considered by HRC; HRC will also consider pay, average weekly hours and recruitment/appointment procedures and will make recommendations to full Council.
- 143/23 **Pool CCTV:** LSM suggested liaising with the pool café tenants about their CCTV provider **ACTION - Clerk to liaise with pool café tenants.**
- 144/23 **Pool timetable and entry charges:** standing item. SPC Chair and LSM referenced a slightly revised summer timetable. SPC Chair expanded noting the revisions provided more sessions (early morning; evening) for those who work full-time. **Revised timetable agreed.** Noted an item for the next edition of Parish News on changes to Hathersage junior season ticket charges; **Cllr B Hanley (Hathersage News editor) to share a draft of the item with**

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the LSM; LSM referenced ensuring it is clear that pool rules related to age (under eights always to be accompanied by a paying adult) must be adhered to. LSM/Councillors reiterated that all pool age rules and ratios (adult to child) must be adhered to at all times and all children under eight must be accompanied by a (paying) responsible adult.

145/23

Finance: a report on admissions and takings 1 April 2023 to 14 January 2024 had been shared.

146/23

Pool Heating Project

- **Funding** – DDDC Sport England funding bid on behalf of the pool – no update at this time.
- **Cllr Hill update** on liaison with contractors/providers Matrix Energy; SHeco; ThermalEarth. Cllr Hill had shared a report and correspondence. Referenced a quote from Matrix - £4K plus VAT - for researching and providing a detailed report on heating options, and installation costs. Cllr Hill noted he had further queries to put to Matrix. SHeco – report awaited – should be provided in time for the February SPC meeting. ThermalEarth had not undertaken a site visit. They had provided an initial quote but the report only partially addressed what was asked of them. Reference made to ThermalEarth’s track record in the sector; agreed not to pursue a quote or any further advice from ThermalEarth.
SPC Chair referenced input from a member of the Future Lidos Group (Ware Lido in Hertfordshire) on air and ground source heating suggesting Cllr Hill liaise with them
ACTION for Cllr Hill.
Cllr Rodgers suggested further liaison with a member of the Memorial Hall Committee about citing solar panels on the Memorial Hall roof **ACTION – Cllr Rodgers to share Cllr Hill’s contact details with one of the Memorial Hall Committee members.**
- **Cllr Hill and LSM update** on any discussions with DDDC leisure services on contractors with whom they have worked. Suggested, as HPC are already liaising with a number of contractors, there is no need to liaise further with DDDC.
- **Project Management** – date for the sub-group to meet had been agreed – 25 January; Cllr Hill to produce and share an agenda.
- **Weather data: update** noted issues with downloading the data had been resolved.

147/23

Pool User Group: reference made to exploration of proposals on setting up direct debits for season ticket holders; **agreed** the POM continues to investigate this and provide a report for the February SPC meeting – with a view to getting the system in place by April. Suggested early sharing of the proposals with the pool user group.

148/23

Engagement with other pool and leisure organisations and services e.g. Future Lidos Project: any **updates.** SPC Chair referenced attendance at an online Future Lidos meeting. He also referenced national lifeguard protocols in relation to cold water swimming – current protocols not considered adequate – they are being revised.

149/23

Clerk – any additional reports and/or correspondence – no additional reports or updates.

150/23

Next meeting – **20 February 2024, 7.30pm**; and to **note** any items for the February meeting.

- Solstice swimming event – to consider.

Meeting ended at 9.20pm

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