



Lordsfield Swimming Club (LSC)

AGM (2023 season)

Sunday 28 April 2024, 3-4pm

Overton Community Centre

Meeting notes

PART 1 - AGM

1. Welcome, apologies and introductions (Lauren McCann, Chair of Trustees)

Lauren McCann, Chair of Trustees opened the meeting, welcoming attendees and giving apologies from Tania Bridge, Helen Forsey, Nicola Green, and Mindy Noble.

2. Chair of Trustees' report (Lauren McCann)

Lauren acknowledged that last year it was the 60th birthday of Lordsfield swimming pool and suggested that when the pool re-opens, after the refurbishment, might be an appropriate time to have a full celebration of the anniversary.

Lauren explained that the Charities Commission Report (2023) would be available on the charity website – www.overtonswim.org.uk – and that she would talk through the headlines of the past year.

- i. Structure & governance - Lauren reported that the trustees have added new policies and reviewed several others. The policies are all available on the LSC website www.overtonswim.org.uk.
- ii. Objectives & activities – Lauren confirmed the charity's objective is to: "Promote community participation in healthy recreation by the provision of affordable facilities for swimming, including the teaching of swimming skills and water safety." She also noted the youngest swimmer is under one year of age and the oldest is over 90!

- iii. Achievements and performance – Lauren thanked Toria Cowan (PR & comms) for all the work she did last year developing the charity’s creative brand, including a new timetable format and new poolside safety posters. She also thanked Nicola Green and Sarah Hunter, the two swimming teachers who ran Tiddlers and Tadpoles, Big Frogs and a series of ASA swimming challenges.
- iv. Community & school use of pool – Lauren reported there had been a full programme of sessions over the season catering for a range of diverse groups and needs, including lane swimming, family swims and aquafit classes. Overton Primary School and Whitchurch Primary School had also both used the pool for their curriculum swimming.
- v. Membership – Lauren thanked Becs Fitchett for the new online membership form and payment system and recorded 924 members for the 2023 season.
- vi. With thanks to Janet Evans, the volunteer coordinator, Lauren reported training for 12 First Aiders, 25 Pool Rescuers and 7 Pool Plant Operators. The charity has 151 volunteers in total.
- vii. Funding and grants – Lauren thanked Overton Parish Council and Editorial Office for their generous donations of £5000 each. She also gave thanks to Tania and Mindy for all their work on the Community Ownership Fund grant, which has brought in £835,000 for the refurbishment project from the government and Janella Thow for the work she did on the bid for the Community Infrastructure Levy, where Overton Parish Council awarded the charity £100,000.

3. **Finance report** (Nicky Williams)

Nicky, the operational finance representative on the management committee, presented a series of slides detailing income and expenditure, grants and donations and the cash balance.

The club has:

Operating shortfall: £4,213.99

Net profit/shortfall: £9,042.67

Grants and donations: £42,085.62

Available cash: £149,303.49

The financial report was available for people to view at the meeting.

4. **Pool management: Elections** (Janella Thow, trustee and secretary)

Lauren McCann explained that she was stepping down from her role as chair of trustees this year. She reported that Janella Thow and Tania Bridge will be stepping down from their trustee roles as Secretary and Treasurer next year. Lin Parker is also stepping down as a trustee and Lauren thanked her for tireless efforts and enthusiasm over the years. Andrew Davies, Janet Evans and Mike Lamb were formally elected as trustees, having served the previous year, and Toria Cowan and Karen Watts were also elected and welcomed onto the committee as trustees.

Lauren also explained that Nicola Green would be coming to the end of her three-year tenure as Chair of the Management Committee, which oversees the day-to-day operations of the pool. Anne Hogan will continue supporting Nicola Williams with income while the pool is closed but will then step down to take on poolside volunteering roles instead.

Lauren concluded by summarising the future volunteers needed:

- General trustees
- Treasurer (trustee) for next year
- Secretary (trustee) for next year
- Finance support (Management Committee) day-to-day income support during the swimming season from 2025
- Membership support (Management Committee) day-to-day membership tasks from 2025

Lauren then acknowledged all those non-committee volunteers and Pool Plant Operators, without whom the pool could not open. Janet Evans, the training coordinator, Nicola Green and Sarah Hunter (swimming teachers), Mindy Noble on Facebook and grants, Anne Boyere on Twitter and Janice Stott for photography and her work on the refurbishment. Lauren also thanked the team of water testers and the Pool Plant Operators: Maria Bruguera, Claire Gould, Dave Cox, Jeff Wells, Phil Dines, Ruth Williams, Bob Hough and Steven Newson.

PART 2 – Pool refurbishment and future needs

5. Pool refurbishment update (Alan Tombs, trustee and project manager)

Alan explained that the pool needed refurbishment for a number of reasons, including:

- The existing plant and pipework being beyond its useful life
- The pool liner being beyond its useful life
- The pool circulation system not meeting the recommended turnover rates as set out by the Pool Water Treatment Advisory Group (PWTAG)

He showed a plan of the new design and explained that it will:

- Increase the number of filters from 2 to 10

- Provide the PWTAG recommended water turnover rate
- Reduce energy running costs
- Be more efficient at treating the water
- Separate the incoming services from Overton Primary School
- Be more efficient at heating and circulating the treated water
- Provide a safer, improved environment for pool members
- Provide easier step access for people with reduced mobility
- Futureproof the condition of the pool, plant room and treatment and filtration systems, for at least the remainder of the Lordsfield Swimming Club lease.

We Build will be the principal contractor, supported by Pool Plant Experts. Scott, White and Hookins have also been advising. Alan explained that because of the ground conditions, the foundations of the new plant room will need to be piled. He confirmed that the pool liner has been removed and the old plant room and reception office have been demolished.

If there are enough funds remaining after the essential works, the refurbishment will also include:

- Improved paving around the pool
- Improved fencing around the pool perimeter
- Pool lighting for early morning and evening swimming
- Changing cubicles
- Automated pool cover
- New admissions office
- New awnings
- PA system
- New pool hoover
- Bike racks
- Defibrillator

6. Future needs: Volunteers (Janet Evans, trustee and volunteer coordinator)

Janet then talked through the wide range of volunteer roles available. These include qualified volunteer roles, such as pool rescuer, first aider, pool plant operator and water tester. Non-qualified help includes fundraising, admissions support, maintenance and DIY, gardening, cleaning and refreshments.

Janet explained that pool rescuers will be needed urgently in early 2025. There are currently 54 rescuers on our books but by early 2025, only four rescuers will still have valid qualifications. The one-day course, which is paid for by Lordsfield Swimming Club, gives people a pool rescuer qualification lasting two years. Two pool rescuers are required for each pool session.

Janet also thanked Sonja Rowe, who lives locally and allows pool rescuers to complete their training in her heated, indoor pool.

Janet went on to explain that she will also be recruiting new first aiders in early 2025. There are currently 48 on the books but only 13 will have valid qualifications next summer. The one-day course is paid for by LSC and the qualification will last for three years. One first aider is needed for each pool session.

Seven dedicated Pool Plant Operators, with qualifications which run until 2026 currently manage the plant room, which controls, cleans and heats the pool water. They also treat and test pool water, order chemicals and vacuum the pool. It is a three-day qualification, again funded by LSC, including expenses. Janet and the Pool Plant Operators are keen to spread the workload and are keen for people to try operating the plant room before committing to the training course.

Janet urged the meeting attendees to speak to friends and neighbours and spread the word about the pool and the need for volunteers.

7. Future needs: funding (Lauren McCann)

Lauren then promoted 'Give as you live online' as a free and easy way to raise money for LSC when you shop online. <https://www.giveasyoulive>.

Some villagers had also enquired about how they could donate this year's membership fees to the pool. Lauren explained that the pool JustGiving page could be used to make donations at any time:

<https://www.justgiving.com/lordsfieldswimclub>.

8. Q&A (Lauren McCann / all)

There were no additional questions.

9. Thanks and presentation (Lauren McCann)

Lauren thanked all volunteers and everyone who had attended the meeting.

She then thanked Lin Parker for her work and commitment as a trustee and presented her with flowers. Janella Thow then thanked Lauren for her work as Chair of the Trustees as she stepped down from her position and presented her with flowers.

The meeting was formally closed.