

Cullompton Swimming Pool Campaign
Committee meeting 35
Tuesday 15th October 2013, Padbrook Park

Present: Dave Haslett (Chairman and minutes), Lynne Read, Lynn Craddock, Roy Gould, Cat Margrie, Trevor Watkins

Apologies: James MacPherson, Mary Christie

Absent: Sharon Vaughan, Helen Giles, Chris Mussen

1. Acceptance of previous minutes

Unanimous.

2. Updates and matters arising from previous minutes

Lynne has sorted out the insurance for the new shop. She had to pay an additional premium of £12.60, but was unsure if this was a monthly increase or for the whole year. [Update: it covered the whole year.]

Storage facility: Everyone is still looking.

Action Point – Everyone to keep looking for storage space.

3. Fundraising Team update

The **Fashionable Fundraising** event due to take place at the Community Centre in November has been postponed until mid-spring.

Our new shop is taking up a lot more of our time than we had anticipated and Cat will be away for the next 3 weeks. We therefore agreed that our **Sponsored Swim** should also be postponed until the spring. Posters and sponsor forms are already done, so we just need to change the date on them when we are ready to go ahead.

The **Auction of Promises** and other fundraising activities will be discussed at the next Fundraising Team meeting on 18th October. (See Appendix 2 for Mary's update from the last Auction of Promises meeting.)

4. Shop Update

We have received many compliments about the new shop; people seem particularly impressed that it doesn't look like a charity shop.

Lynne invited Culmstock Primary School to send some children along to the opening event, but she did not receive a reply.

The shop took £410 in Week 1 (average £68.42 per day) and £285 in Week 2 (average £47.50 per day). We need to take £20 a day to cover our costs – the rest will go towards the pool fund.

Trevor has made contact with Cullompton Friends and is sharing contacts and ideas, to the benefit of both of us.

We now have a Hoover for the shop. Unfortunately the steamer Mary brought in is the wrong sort, does not have a heat control, and is not suitable for use on clothing. So we will need to find another one or just use the iron.

The till we were given does not work – it won't print.

We need more shop volunteers – at least two, but more would be better.

Action point – everyone to actively look for, invite and encourage volunteers to join us.

Pinnacle were going to provide us with one to four people per week who would work for free as a way of getting back into full-time work. However they have said they do not currently have anyone available. This has left us severely understaffed. We need people both in the shop serving customers and upstairs cleaning, sorting and pricing new stock throughout the day. We are not currently able to do this and are having to concentrate all our attention on staffing the shop. This means the other duties are falling upon committee members who should be focusing on other aspects of the campaign. Our biggest problem at the moment is that we have bags and bags of donated clothes but nobody to do anything with them.

Action Point – Lynne to contact Pinnacle expressing our concern and disappointment about this. We agreed that we would only take on the new shop if they provided the staff to help run it, and they agreed that they would do this. They have not upheld their end of the deal.

Action Point – Lynne to send Pinnacle a copy of our Employer's Liability Insurance certificate, which they have requested.

The cupboard at the bottom of the stairwell at the back of the shop is covered in mould. This indicates a problem with damp that could impact on our shop if not dealt with quickly.

Action Point – Lynne to bring this to the landlord's attention.

Objections have been received from residents behind the shop regarding staff using the rear entrance and pathway into Middle Mill Lane. Trevor confirmed that this had now been addressed; everyone will use the front gate only, and will not go down the path any further than the rear entrance to our shop. We do not have right of way to go any further – though we were not aware of this until it was pointed out.

Trevor has been offered an oil painting of a swimming pool to raffle or sell in the shop. We agreed that we would put this in the Auction of Promises.

Trevor said he needed more bric-a-brac as it is selling as fast as he can put it on the shelves. Anything put in the window sells almost instantly. Bric-a-brac that was in the old shop for months has already been sold in the new one. Dave said he still had a few boxes of bric-a-brac in storage and would bring them in.

Unsold items that we want to get rid of will be collected by a company from Yeovil every Monday. They will pay us £5 a bag for clothes, shoes, handbags, etc, and 2p per book. They will take away bric-a-brac but will not pay us anything for this – but this is better than us having to take it to the tip ourselves and potentially having to pay commercial waste charges. In case of problems with this

company, Cullompton Friends have given Trevor details of another company that offers a similar service, calling every Tuesday. Cullompton Friends said they make £3,000 – £4,000 per year from this alone.

Dry Cleaning Agency

There are serious issues and concerns about the dry cleaning agency that we will need to address over the next few meetings. These include insurance (it would not be covered by our own insurance while it is in the shop or in transit), staff training, operating procedures (particularly the requirement to have an empty table or counter to inspect the items on) and transportation to/from Exeter if Mary or James/Maureen are not available. The process of checking and registering each item is quite involved and we agreed that we would not be able to offer this service until we could guarantee that there were *always* two staff on duty in the shop.

Dave also said it would be worth finding out how many people would use this service, so we can make a proper decision about the level of priority we should give it.

Lynn said Alfie currently takes in dry cleaning but has a much simpler arrangement with the company he uses, and he doesn't get involved in checking the items.

5. Accounts Update

Lynne has finalised the transfer of the old Culm Valley Swimming Pool Campaign's Lloyds Bank account over to ourselves. She expressed her concern that the bank staff there were difficult to deal with, and she had not received the cheque book and paying in book that she had been promised. We agreed that it would make sense to close that account and transfer the balance (£1,696.78) into our own Nat West account.

We agreed to pay the invoices for the carpet and sign for the new shop, and to reimburse Lynne for the costs she had incurred in setting up the shop.

Our Nat West balance is £9,963.54, with more to be paid in this week.

6. Feedback from the Big Lottery Fund meeting

See Appendix 1 for James MacPherson's report.

We need to clarify whether MDDC's statement that they will "evaluate" the questionnaire means they will look at how it's worded before it goes out, or collate and analyse the responses we receive, or do both.

Dave said that if MDDC would be analysing the responses to the questionnaire then a member of our own committee should be part of the team that does it.

7. Feedback from Auction of Promises meeting at the Community Centre

See Appendix 2 for Mary Christie's report.

The proposed date for the auction is 29th March 2014.

This item will be discussed in detail at our Fundraising Team meeting on Friday.

8. Feedback from MDDC Cullompton Leisure Provision meeting

Their next meeting is on 17th October. Lynne will attend on our behalf and they will be looking at our questionnaire with a view to adding their own questions to it. We felt it was important to point out that this was *our* questionnaire, and that the existing questions and those added by Cullompton Town Council should not be altered.

Lynne also reported that questions were raised at the last meeting about the ownership of the land in Meadow Lane adjoining the skate park. Devon County Council claim that they own it and have offered to sell it to the town at the going rate so it can be used for leisure facilities. However, Lynne and others at the meeting were of the opinion that this land already belongs to the town.

Action Point – Lynne will provide an update at our next meeting.

9. Feasibility Team update

Lynne is keen to take the questionnaire around her neighbourhood during November to test it. We agreed that this was a good idea, and it would give us a chance to iron out any problems before it was fully rolled out. There is also no need to roll it out to the whole catchment area at once – we can do a small area at a time.

10. Any Other Business

AGM

Community House has been booked for the evening of Thursday 7th November.

Potential new committee member

Roy gave Dave a business card from a swimming teacher he met recently who used to be a member of the campaign committee and is interested in rejoining. She has a lot of dealings with the disabled and hydrotherapy.

Action Point – Dave to contact her.

Legacy

Dave said he had been contacted by a local solicitor regarding someone who wanted to leave a legacy to the pool fund. The solicitor didn't seem to know what to do about this. We agreed that the amount of the legacy should be recorded in the person's will. That amount should then be paid into our bank account by the executor of their estate after the person died and all necessary procedures had been gone through.

Action Point – Dave to pass this on to the solicitor.

Option on pool site at Padbrook

Dave said he had been in touch with another solicitor regarding Padbrook's reluctance to sign the site of the pool over to us in writing until we could give them a date when the pool would be built. The solicitor said we could take out an option on the site, which would cost us between £750 and £1,000, and this would give us a much firmer standing. We agreed that this sounded like a good idea. The solicitor also wanted to know who the client would be. We agreed that it should be the campaign committee.

Action Point – Dave to find out more about this and take it forward.

Christmas Lights Parade (Saturday 7th December)

Roy said the current plan was to have a lantern parade around the church and smaller streets. Fore Street would be closed from 10am to 10pm, and shops would be encouraged to stay open or have stalls outside. We agreed with Roy's suggestion that we should set up the human fruit machine outside our shop as this was a popular attraction at the Family Fun Day.

Community bus

Roy also said he had been speaking to Councillor Terry Snow about the possibility of purchasing a community bus that could also be used to bring people from outlying communities and schools to our pool. Trevor said he had a friend who knew all about this sort of thing, and he would put him in touch with Roy.

Date of next meeting

Tuesday 29th October, 6.30pm at Padbrook Park

Appendix 1

Update from James MacPherson

Big Lottery Fund workshop

My main points from that day:

1. The 3-phase application, from start to finish, takes 74 weeks!
2. The Community Council of Devon has 2 sub-divisions.

(a) Community Viewfinder

Design, delivery of events to surveys/questionnaires (online, paper-based, electronic, telephone interviews, street surveys etc.)

(b) Catalyst

Neighbourhood Planning and Community Rights

Getting started

Involving the community

Drafting the plan.

I am holding all the hard copy 'bumf' on this which I will leave at the shop for Dave.

Awards4all are now giving grants for feasibility studies/surveys (up to £10,000)

The Community Council of Devon (i.e. Nemo Shaw) can assist in an application and could, for example, use money from Awards4all to fund their Community Viewfinder/Catalyst to do such work on our behalf as an alternative to the Cullompton Leisure provision group.

MDDC having suggested they could evaluate the questionnaire. (Just something that we might discuss at a future committee meeting.)

Appendix 2

Update from Mary Christie

Proposed Auction of Promises to be held jointly with Cullompton Community Centre

Report of a meeting held at the Community Centre on Monday 7th October 2013.

1. The committee of volunteers and the manager Mr David Quinn are happy to help us organise a joint Auction of Promises.
2. The date proposed by David Quinn is Saturday 29th March 2014. The time proposed is 7.00.pm for a start at 7.30.pm. I have provisionally agreed this date, awaiting confirmation by our fundraising committee
3. The CCC volunteers suggested that between us we obtain 50 promises, some from firms and professionals, and some smaller personal ones offering a service e.g. ironing, cooking a 3 course meal, baking a celebration cake, gardening, babysitting. These are only examples! It's OK if together we obtain more than 50 promises and in that case we will endeavour to find time to include them.
4. Other suggestions contributed by the Community Centre volunteers and myself:
 - a) that the evening is conducted in two halves, with a break for refreshments at half time;
 - b) entertainment at half time; could be a local choir or musician;
 - c) a silent auction with bids in envelopes for those people who are not keen to bid vocally; (the silent auction envelopes to be opened towards the end of the evening, and then others can outbid the envelope bids if they wish);
 - d) to charge £3 entrance which includes musical entertainment in the interval and a supper meal (last time it was sweet and sour chicken); The meal will be cooked by the Community Centre volunteers.
 - e) to try and obtain at least 25 promises each;
 - f) to approach Levon Stephan and Richard Morgan who were the musician and auctioneer last time for the same event;
 - g) no charge is made for our use of the Community Centre. From the £3 entry fee, the cost of the food will be deducted (for the sweet and sour chicken supper it cost less than £1 per person), the remainder, plus 50% of all profits for the evening will be divided equally between us and the Community Centre.

Relevant information which was shared with me at the meeting

There were not huge numbers of people willing to attend and bid at the last auction of promises. Nevertheless around £1,000 was made on the night, which was matched by the local Barclays Bank, i.e. £2,000 in total.

Some of the organisers bid for some promises, to boost the funds. e.g. Jenny Radford bid £70 for a

four wheel drive around Dartmoor and a meal included for four people,(but didn't take up the offer through lack of time).

An unknown number (one or two?) of the firms who donated promises where tickets were bid for and paid for, did not respond when people applied to collect their promises.

I suggested that at our next planning meeting for this venture, we should decide on the wording of our letters prior to sending them out. David Quinn mentioned that we need to send out hundreds of letters to receive 50 responses. He feels that personal contact by word of mouth is a much better option.

Action Point (if approved by the fundraising committee)

Mary to contact Annie Ford by e mail for further information because she helped to organise the previous auction of promises. Mary to contact Mr Richard Morgan and Mr Levon Stephan, for their involvement.

Proposed arrangement of next joint fundraising meeting for this event. A Thursday morning in one, two or three weeks during the Community Centre coffee morning between 9.30am and 12.00noon. Our committee to advise which Thursday they prefer.

Proposals for discussion at the next joint fundraising meeting

1. Confirmation of date and time of the event.
2. Decision on cost of entry and choice of food.
3. Suggestions for range of firms etc. and individuals promises to seek.
4. Decision on who to approach to be the auctioneer(s)
5. Decision on who to approach to provide light entertainment in the interval.
6. Choice of background music while bids are collected.
7. How many volunteers needed and the roles they are to fulfil.