

CLIFFORD ROAD PRIMARY SCHOOL

Minutes of the Swimming Pool Working Group Meeting held at the school at 8:50am on 09.07.14

Attendees: Tash Swanton (TS) - Chair
 Andrew Nivison (AN)
 Clare Jordon (CJ)
 Kathlyn Ross (KR)
 Hannah Norton (HN)
 Angela Englefield (AE)
 Nancy Surtees (NS)

Jane Taylor (JT)
 Christine Sargent (CS) – first 10mins only
 Michele Quinton (MQ)

1	<u>APOLOGIES FOR ABSENCE</u>	ACTION
	Apologies for absence were received from Catherine Hughes (CH) & Steve Wood (SW).	
2	<u>Formalities</u>	
2.1	The proposed Agenda was agreed	
2.2	<u>Governor Approval</u> It was stated at the start of the meeting that Kris Hampel had given approval on behalf of the governors for the swimming pool working group to be established and proceed with drawing together plans for refurbishment. Kris Hampel (via MQ) stated that he had passed all information from prior attempt at refurbishment to CH in her pigeon hole. MQ checked KH pigeon hole and info is not there.	
AP1	TS to contact CH to find out if she has picked up Kris Hampel's info.	TS
3	Motivation for refurbishment	
	All present at the meeting gave a quick summary of their interest in saving the pool -Major asset to the school especially when there is no playing field and the playground space is limited -Great enjoyment from children and parents of the facility (Toddler swims etc) - There is no-where to expand sports/recreational facilities because the school is penned in by housing so MUST keep the pool -Learning to swim is so important for children, it's a fundamental life skill -The number of children that get access to the pool, from reception upwards is excellent, - going elsewhere for swimming lessons would be far more difficult and probably the younger years would not get the same opportunity they do at school - external use of the pool by other schools and swim schools is a real benefit and a positive story for the school	
4	<u>Roof Leak</u>	
	Christine mentioned that there is an ongoing leak in the swimming pool roof. This was supposedly fixed a number of months ago but seems to have returned as a problem again.	
AP2	CS to add the roof leak issue to the premises log in Catherine's office	CS
AP3	CS has a contact in the ASA and will approach them to find out if they can offer help	CS

<p>5</p>	<p><u>Aims of Refurbishment</u></p> <p>CS stated that Halifax Primary School has had an excellent refurbishment done which is similar to that required at Clifford Road.</p>	
<p>AP4</p>	<p>TS to arrange to visit Halifax with AN to speak to the Business manager and see how they achieved their work.</p> <p>A discussion was had as to whether we attempt a long-term 'everything included' refurbishment or a shorter-term 'quick' re-vamp.</p> <p>Arguments were put forward for both cases.</p> <p>Quick Re-vamp If we don't do some things quickly the pool may fall to a state beyond repair or at least become so expensive as to make it no longer viable to fix. There are aspects of the current state of the pool which are becoming unsafe e.g. the edging grips on the steps has deteriorated and on one step it is gone completely.</p> <p>The paint lining the inside of the pool is beginning to deteriorate and flake off.</p> <p>Cracks in the sides of the pool are becoming bigger and not now able to simply be filled and plastered over.</p> <p>Long-term refurbishment If ultimately the entire building is in need of proper insulation, increased energy efficiency and modernisation then make the long term refurbishment a priority is the only way to secure the long-term future of the pool.</p> <p>Therefore a 2 pronged solution was proposed.</p> <p>Focus 1: (quick) to the pool itself (excluding the surrounding building) to fix immediately concerning problems of re-lining/re-tiling, steps, cracks and re-plastering the walls</p> <p>Focus 2: (long-term) to look at the wider issues of the building, disabled access, layout, insulation, heating, showers, changing facilities etc.</p> <p>We need financial estimates for both streams of work.</p>	<p>TS</p>
<p>AP5</p>	<p>We need an up to date P&L for the swimming pool. One is available from last time but is not dated. We need at least a 2013/2014 version. MQ to request from Bev.</p>	<p>MQ</p>
<p>AP6</p>	<p>KLH architects carried out some initial work in the past on plans for the pool. It is not known whether any costing was provided for the work. KR to contact Simon at KLH to find out all she can.</p>	<p>KR</p>
<p>AP7</p>	<p>We need a list of SCC approved suppliers. MQ to source from CH.</p>	<p>MQ</p>
<p>6</p>	<p><u>Swimming Pool Hire</u></p> <p>External swim schools use the pool. They often have difficulty extending their hire hours or finding out when the pool is free for hire. We can make money from hiring and should have a clear view of when the pool is available for hire. We are potentially missing out on vital income here.</p> <p>Ipswich Swim Academy (ISA) have been asking for a number of weeks whether they can extended their hire on a Friday afternoon. They have not received a response from the school.</p>	

	It was not clear whether there is a timetable of use for the pool. It was believed that CS has one which details when the school itself uses the pool but a wider timetable is required which covers ALL activity in the pool.	
AP8	KR to find out if there is a comprehensive timetable of pool usage.	KR
7 AP9	<p><u>Green Efficiency/Energy Grants</u> CJ mentioned that solar panels may offer a solution to reducing heating costs. Could we get a grant to help pay for them under 'Green efficiency' schemes? AN said it may also be possible for surplus energy made by the panels to be 'sold back' to the energy companies therefore making some money for the school</p> <p>CJ to look into solar panels (perhaps initially via Suffolk County Council). Have they been used by any other schools in the area? Would SCC support their use? Would there be any grant money available to help purchase/install them? Would they provide sufficient energy for our requirements?</p>	CJ
8	<p><u>Creating a Campaign & financial management</u></p> <p>Campaign It was agreed that we should run the swimming pool refurbishment this time as a very clear campaign in a 'Save our Swimming Pool' style. This could include a big banner outside the pool and a 'fundraising thermometer' as was done for the apparatus scheme and apparently worked really well. A capaign will help gain parents by-in, generate support and enthusiasm for the cause but even more importantly will make a very clear delineation for all the money raised. CJ suggested we should send out letters to interested parties who use the pool to include them in the campaign and fundraising e.g. Rosehill School.</p> <p>It was agreed that we would discuss fundraising ideas in more detail at the next meeting.</p> <p>Financial management There is significant concern that money raised last time around has 'disappeared' or been spent on general day to day up keep of the pool and not on the specific and visible improvements for which it had been intended. This time it is critical that ALL monies raised are clearly ring-fenced in a separate area or account and excellent book keeping is upheld of all money in and out including exactly how much is spent and on what.</p>	
9	<u>DATES OF FUTURE MEETING</u>	
	The date of the next meeting will be: Wednesday 10 th September 2014 at 8:50am	

The meeting closed at 9:55am.

Signed

Date

APPENDIX

Table of Actions

Action no.	Details	Owner	Progress
1	TS to contact CH to find out if she has picked up Kris Hampel's info.	TS	New
2	CS to add the roof leak issue to the premises log in Catherine's office	CS	New
3	CS has a contact in the ASA and will approach them to find out if they can offer help	CS	New
4	TS to arrange to visit Halifax with AN to speak to the Business manager and see how they achieved their work.	TS	New
5	MQ to request recent P &L of the pool from Bev.	MQ	New
6	KR to contact Simon at KLH to find out all she can about previous architect plans	KR	New
7	We need a list of SCC approved suppliers. MQ to source from CH	MQ	New
8	KR to find out if there is a comprehensive timetable of pool usage.	KR	New
9	CJ to look into solar panels (perhaps initially via Suffolk County Council).		New