

Minutes of a Meeting of Wem Swimming & Lifestyle Centre Liaison Group held on Wednesday 6th September 2017 at 10 a.m. in the Eckford Suite, Edinburgh House, New Street, Wem.

Present:- Cllr Towers (Chairman), Cllr Murray and Mrs P O'Hagan (Town Clerk).

Wem Swimming & Lifestyle Centre
C Mellings, P Moyse N Parker (Manager).

- 1 **Apologies for absence** – To receive apologies for absence

RESOLVED:- to accept the following apologies for absence
Cllr White and Cllr Broomhall.

Absent - Cllr Glover, M Adkins

- 2 **Disclosable Pecuniary Interests** – To receive any Disclosable Pecuniary Interests. – none declared.
- 3 **Minutes** – To approve as a correct record the minutes of a meeting of this Group held on 24 May 2017.

Chris Mellings requested that the prefix Cllr be removed from item 2 of the minutes as he does not represent the Town Council on the group. Following this amendment it was

RESOLVED:- to approve the minutes of the 24th May 2017 and these were duly signed as a true record.

- 4 **Progress Report on matters raised at previous meetings**
 - a) Filter replacement and Chemical Dosing Unit – Mr Parker reported that the new filters and chemical dosing unit had been installed. Mr Mellings thanked the Town Council for its support in financing this project.
 - b) Electrical Safety Inspection – WS&LC to update on progress, Mr Parker reported that the inspection had now been completed and all items raised as unsatisfactory had now been rectified.
 - c) Legionnaires Report - WS&LC to update on progress – Mr Parker reported that Taylors had now carried out the work but another assessment would be needed as a large amount of the equipment had changed since it was first written.
 - d) Ceiling Panels - changing rooms and foyer - WS&LC to update on progress. It was reported that until the works in relation to the Legionnaires risk assessment had been completed this project is on hold.
 - e) Redecoration - WS&LC to update on progress - it was reported that this was completed over the summer, however the changing room doors need repainting and the door frames of these doors require replacement with marine ply.
 - f) Installation of Viewing Panel - WS&LC to update on progress - Mr Parker reported that the committee agreed that the panel will not be installed in the near future as there are plans to reinstate the viewing area, which will be much better than a viewing panel.

RESOLVED:- to note.

5 Reports – To receive the following reports.

a) Centre Manager

Mr Parker presented the board report, which included the following items

- The August figures were low as the pool was shut for 2 weeks to allow the new filters to be installed.
- The pool shut down also enabled the Management Team to ensure that the pool did not have any leaks as the water level did not drop in during the 2 week closure period.
- Shropshire Pools and Spas are now carrying out monthly checks of the plant room as part of an ongoing contract.
- The new dosing unit now uses sodium hypochlorite instead of chlorine, which is much easier to manage and better for the water quality. A discussion took place on whether there was a need to purchase a manual pump unit to reduce the need to manually handle any chemicals but that this would need to be funded by the trustees.
- In the future, a new heat exchange unit will be required. Also, a new pump is needed for the boiler.

RESOLVED:- to note the report.

Cllr Murray left the meeting at 10.30.

b) WSLC Board Report

Mr Mellings presented the board report, he said that there have been changes to the committee with two members stepping down at the AGM and there are currently 8 directors/trustees of the company. The share issue has been launched with the intention of funding the building of the new gym. To date some share applications have been received and currently the shares are being advertised and promoted.

Cllr Towers presented his data usage analysis for the pool and gym over the last 3 years. Cllr Towers was thanked for producing such a comprehensive report.

RESOLVED:- to note the reports.

c) Financial Report

Mr Mellings presented the financial reports up to the end on July, he requested that future meetings be scheduled after the 10th of the month so he could produce more up to date accounts for each meeting.

It was explained that the equipment budget was overspent due to the purchase of more gym equipment that needed urgent replacement.

RESOLVED:- to note the reports

6 Extension Project

a) Progress update - it was reported that the share scheme had started and plans were progressing with grant applications.

The need for clear communication between the Town Council and WSLC in relation to the management of the tender was raised as it is essential that

the Town Council adheres to its financial regulations when advertising the tender.

7 Information/Other Matters

Mr Parker reported that swimming teacher's and a lifeguard courses have been held recently which have generated income for the pool. These have resulted in the employment of new swimming teachers and lifeguards at the pool.

Publicity and Promotion - a discussion took place on the need to promote the work carried out at the pool over the summer so that the public were aware of the extensive upgrades to the plant room that had been made.

Next meeting Wednesday 13th December 10.00

Meeting ended 11.15