

Minutes of a Meeting of Wem Swimming & Lifestyle Centre Liaison Group held on Monday 27<sup>th</sup> June 2016 at 10 a.m. in the Eckford Suite, Edinburgh House, New Street, Wem.

Present:-Cllr J Murray (Chairman), Cllr Mrs R Dodd, Cllr Moyse and Mrs P O'Hagan (Town Clerk).

C Mellings, M Adkins and N Parker (Manager), Wem Swimming & Lifestyle Centre.

1 **Appointment of Chairman** – To appoint a Chairman for the ensuing year.

**RESOLVED**:- to elect Cllr Dodd as chairman of the group.

2 **Apologies for absence** – To receive apologies for absence  
None received. Cllr Towers – Absent, I. Jamieson.

3 **Disclosable Pecuniary Interests** – To receive any Disclosable Pecuniary Interests.  
None declared.

4 **Minutes** – To approve as a correct record the minutes of a meeting of this Committee held on 18 April 2016.

**RESOLVED**:- to approve the minutes of the meeting of 18<sup>th</sup> April 2016 and they were duly signed as a true record.

5 **Progress Report on matters raised at previous meetings.**

a) **Lease** - Malcolm Adkins said that a report had been received from the solicitor but had not been discussed by the Management Committee of WS&LC. It was agreed that the Management Committee would meet to discuss the report and inform the Town Council of any comments so that the lease can be signed off at the July or August meeting of the Town Council.

b) **Planning Application** – no update as the committee are awaiting determination of the application before proceeding with any plans.

c) **Showers** – It was reported that these have been ordered and are awaiting installation.

d) **Exercise classes** – Mr Adkins reported that the committee had looked at purchasing a temporary structure to hold classes in however this was deemed too expensive and the committee are now working with the Sports Club to look at hiring the hall for exercise classes.

6 **Zurich Insurance**

To receive the Schedule Inspection Summary from Zurich Insurance dated 9 May 2016 (copy enclosed).The inspection summary was considered and it was reported that whilst the filters were checked there could be a problem with the filter sand inside the filters which was not inspected. It is good practice to change the sand regularly and the sand in the filters had not been changed for a number of years. However opening up the filters to inspect the sand could cause major problems as both filters are currently working. The committee felt that any inspection of sand should be deferred to next year as it is anticipated that there could be a considerable amount of work created just be opening up the filters.

**RESOLVED**:- to note the report.

**7 Reports – To receive the following reports;**

**Centre Manager** (Monthly Management Reports April & May 2016 copies enclosed). Niall reported that a significant amount of work had been carried out since the May report. He outlined the following items;

**Legionella** – Assessment due to start on 28.6.16 and checks and procedures will then be put in place to ensure that the pool is compliant with legislation relating to legionella.

**Emergency lighting** - The emergency lighting in the pool has been updated and the bulk head lights are to be replaced.

**Shower Pump** – The pump recently failed and required urgent repair to get the showers back in action.

**Easy Access Steps** – These have been installed but require adjustment to prevent a swimmer becoming trapped underneath them.

Changing rooms – The changing rooms are in need of refurbishment.

**RESOLVED:- to note the report.**

**Pool Committee** – It was reported that the AGM was held and 2 members of public were present. A new chairman Russel Chadwick has been elected and he has a marketing background. A discussion took place on the need to find someone who can help with grant applications and a number of names were suggested who provide this service locally. It was reported that the business plan was nearing completion and that members of staff and the committee had written a gym plan together with sports plan which can be used for securing future grants and plans.

**Financial Report** (Consolidated Financial Statement to 31st May 2016 & Cash Flow Statement May 2016 enclosed).

Cllr Mellings updated the committee on the financial report from 2015-16 which was approved at the AGM. He reported that the year-end position showed that a profit was generated. In the current year more work will be carried out on repair, maintenance and renewals, and it was anticipated that the increase in income will be offset by this additional expenditure.

**RESOLVED:- to approve the report.**

**8 Information/Other Matters**

Summer programme extras – It was reported that a children's triathlon is planned on weekends throughout the summer.

Leisure industry week – 20 and 21<sup>st</sup> September NEC.

**9 Date and time of next meeting.**

**RESOLVED:- Monday 22<sup>nd</sup> August at 10.00**

Meeting ended 10.45