**HATHERSAGE PARISH COUNCIL**

Clerk – Mr Steve Wyatt, *Heart of Hathersage, Main Road, Hathersage, S32 1BB*

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7th January 2021

Dear Councillor, You are summoned to a Hathersage Parish Council Swimming Pool plus/HR Committee on-line meeting Tuesday 12th January 2021 at 7.00 pm. The Zoom link is <https://us02web.zoom.us/j/9491678155> Passcode 1932. The Agenda for the meeting is set out below.



Yours sincerely,

Clerk for Hathersage Parish Council

PUBLIC PARTICIPATION

A period of not more than ten minutes will be made available at the beginning of the meeting for members of the public to ask questions or submit comments about Swimming Pool Committee matters.

AGENDA

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| 1 |  | Apologies for absence. |
| 2 |  | To decide any variation in the order of business. |
| 3 |  | Declaration of interests. |
| 4 |  | **Public participation** - A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter. |
| 4 | .1 | Receive notes of Marketing/Advertising/Fundraising Group meetings since September SPC. |
| 4 | .2 | Future fund-raising events. |
| 4 | .3 | Events booked for 2021 since the last meeting. |
| 4 | .4 | Hilly Triathlon 2021 (standing item). |
| 5 |  | Confirmation of previous minutes of meeting 8th December 2020. |
| 6 |  | Review previous action points (appended to this agenda). |
| 7 |  | **Plant room upgrade project**. |
| 7 | .1 | Snagging - General update on snagging. |
| 8 |  | **Plant/Machinery/Operational issues** **and** **Manager’s Report.** |
| 8 | .1 | Floor surfacing under the pool cover roller. |
| 8 | .2 | Pathway from showers across the grassed area. |
| 9 |  | **Finance**. |
| 10 |  | **Confidential and HR items:** |
| 10 | .1 | Review of clerk’s salary. |
| 10 | .2 | Review of RFO’s job description and DALC review. |
| 10 | .3 | Review of assistant clerk’s JD and DALC review. |
| 10 | .4 | Employee Handbook. |
| 10 | .5 | Review of Government Coronavirus policies. |
| 10 | .6 | Clerk’s appointment – update. |
| 10 | .7 | Pool Managers’ appointment. |
| 10 | .8 | Pool staff recruitment campaign. |
| 11 |  | Clerk’s report/correspondence. |
| 12 |  | Items for the next meeting. |
| 13 |  | Confirm date of next meeting – 9th February 2021. |

MEMBERS OF THE PUBLIC ARE ENTITLED TO ATTEND ALL MEETINGS OF THE COUNCIL (SUBJECT TO CERTAIN RESTRICTIONS) AND WILL BE MADE WELCOME. WITH THE PERMISSION OF THE COUNCIL, MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL DURING THE TIME SET ASIDE FOR THE PURPOSE, UPON ITEMS APPEARING ON THIS AGENDA. AS A COURTESY PLEASE NOTIFY THE CLERK IF YOU PLAN TO ATTEND.

**Actions** (reviewed)

From 10/12/19 the action number is the date of the meeting followed by a sequential number as the action arises in the minutes. The agenda item number to which the action refers is included in the Action text.

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| **Action no** | **Owner** | **Action** | **Status** |
| 140120-005 | ~~Mike~~  Steve | 139/19 Mike will speak to DCC and DDDC about including Hathersage pool in their pool publicity.  11/02 Included in Mike’s report, the pool is included, but awaiting a further response from DDDC.  10/03 Still awaiting for reply.  13/05 No update available.  16/07 Mike will follow this up.  11/08 No further update.  No further update  13/10 still no response from DDDC, HPC to make contact. Councils are under a lot of demand at the moment. Maybe contact Ash – Mike will do this.  10/11 Other 4 pools are mentioned in Dales Matters Autumn 2020 but not Hathersage. Clerk to chase up with DDDC. Cllr O’Brien, Ash and Chief exec of DDDC  08/12 Email from Jim Fearn 16/11 had been circulated but was read out at the meeting. Just need a mention on the last page with the other pools. Hathersage is in the north of the county and hardly competing with the other pools. Request support from local councillors.  The Clerk is to request simple contact details on the last page. | c/f |

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| 260620-005 | Mike/George | 200/19.3 It was suggested that to have a bespoke booking system should be investigated.  14/07 carried forward for future. The current system to be used meets the present needs.  11/08 work to continue on identifying a system but the recent upgrade on the system currently being used had improved usability.  08/09 See minute number 035/20.2  13/10 Web site being redeveloped and discussions about possible inclusions. Test site URL awaited.  10/11 The new website is now up and running, the bespoke booking system, to be incorporated in it, will now be pursued.  08/12 Ticket Source is working very well with no problems. Cllr. W Hanley mentioned the booking fee and how much this costs so it may be beneficial to pursue the bespoke system. Mike will speak to the website developer. | c/f |

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| 131020/002 | ~~Mike~~  Steve | 047/20.2 Mike will ask Tom Crooks about overseeing the removal of the skimmed area and overseeing the laying of the rubber crumb and to also check that T&CW will cover the cost of preparing the surface by the covers prior laying the rubber crumb.  10/11 Expectations are that T&CW will sort out the failed surface before the rubber crumb is laid. The Clerk as asked to seek approval under Scheme of Delegation. Clarification is required with regards the edging mentioned in the quote.  08/12 no comms received back from Tom. Clarity to be sought from Tom. Clerk to chase up – email had been received. | c/f | |
| 131020/004 | Mike | 048/20 Mike will report back next meeting on options for a path across the grassed area  10/11 A quote had been received but others have been requested. Maybe a mat to walk on, rolled up to allow the grass to breath may be suitable or maybe fence off to force swimmers around the grass  08/12 Mike to pursue. | c/f | |
| 101120/002 | Steve | 060/20.3 The Clerk was asked to determine with Mike the current status with the water hygiene contracts  08/12 2 quotes received, one lacked detail that was requested but not forthcoming. The quotes were not to hand. This is to be approve under the Scheme of Delegation. | | c/f |
| 101120/004 | Steve | 063/20.2 The clerk was asked to forward the latest version of the Employee Handbook to SPC members before passing to staff.  08/12 Awaiting comments from members. | | c/f |
| 101120/006 | Steve | 063/20.5 The Clerk was asked to inform the pool management that Recruitment Policy in the Employee Handbook should be adhered to.  08/12 Dependant on 101120/004 | | c/f |
| 081220/001 | Mike | 075/20.1 Mike will enquire re further details on the expected areas of failure within the next 12 months of the boilers. An alternative inspection is also to be arranged. | | Raised |
| 081220/002 | Cllr. Hill | 075/20.3 Tim is to investigate alternative methods of heating the pool water and report back. | | Raised. |
| 081220/003 | Mike | 075/20.4 Mike to include a list of improvement projects in the monthly report and any progress against each. | | Raised. |
| 081220/004 | Mike | It was noted while reviewing action points that some areas of the pool website needed some attention – current timetable doesn’t seem to be available; up to date pictures. | | Raised |
| 081220/005 | All members | Members were asked to review and comment to the clerk on the Employee handbook. | | Raised. |
| 081220/006 | Cllr. W Hanley | 077/20.4 Bill would draft an advert for the clerk’s vacancy while awaiting the report following the Job Evaluation review. | | Raised. |