

ANNUAL GENERAL MEETING TUESDAY 30th OCTOBER 2018

Mid Argyll Community Pool
Oban Road Lochgilphead PA31 8NG

DRAFT MINUTES

Present:

MACEL Board - Kim Ritchie, Chair (KR), Colin Campbell (CC), Andy Knox (AK), Lynn Johnstone (LJ), Marion Lacey (ML), Lorna Dykes (LD), John McArthur (JMCA),

MAC Pool - Kirsty Young (KY) – Acting Manager, Terrie Darling (TD) - Acting Depute Manager,

William Duncan Accountants - Iain Webster (IW).

Members of the Public: Councillor Douglas Philand, Sue Hillman (SH), Sally MacLeod (SM), Ali MacLeod (AM), Matt Donald, Seona Whyte, John Hardie, Laura Maxwell (Argyllshire Advertiser)

1. Introduction and Welcome

KR welcomed everyone to the meeting.

2. Apologies for Absence

Apologies for absence were received from Councillor Sandy Taylor, Lynn Shaw (LS), Arlene Green and Norman Kelly

3. Approval of the Minutes of the previous AGM

The minutes of the previous meeting were proposed by SH and seconded by LJ.

3.i Matters Arising

There were no matters arising.

4. Annual Review

KR gave the Chair's report - copy attached. LJ proposed the adoption of the Chair's Report, SM seconded. The Chair's report was accepted.

5. Financial Report

IW gave an overview of the financial report, a summary of which was provided to those attending the meeting.

Questions by members of MACEL present

- AM asked about how the reduction in training income was being compensated for. KR reported that there had

been an increase in charity income to address this reduction in income.

- AM asked about the feasibility of renewing charitable grants to contribute to running costs associated with the building. KR reported that Argyll and Bute Council had increased their grant to MacPool over the next two years to support the development work, and there will be extra rental income from the buildings being purchased through the Scottish Land Fund.
- SH asked about what the financial impact had been of the biomass boiler. AK reported there had been an £18K net income and at the end of the repayment of the loan there would be an increase in income. AM asked whether the balance between increased efficiency and reduction in the RHI grant had been surveyed. AK reported that the reduction in other savings compensated for this. In summary he reported that it is expected that the loan costs on the biomass boiler and the solar panels would be recovered in five years.
- IW responded to a question on depreciation. The depreciation on the building is at 2% per annum.

SH proposed acceptance of the financial report, CC seconded. The financial report was accepted.

6. **Appointment of Independent Examiners**

William Duncan & Co, Chartered Accountants were proposed to be retained as the Independent Examiner. SM proposed their continued appointment, J McA seconded and it was agreed that William Duncan & Co, Chartered Accountants will be reappointed.

7. **Appointment of Directors**

KR explained the process for appointment. KR, AC and CC were required to be reappointed and ML, LD, JMcA, and LS were appointed after joining the Board during the year. These appointments were proposed by LJ, TD seconded and the Board members were reappointed and appointed.

There were no other nominations received for directors.

8. **Report on Redevelopment Plans**

AK, the Technical Director who is leading on the redevelopment plans, reported on progress to date - copy attached. Phase 2, Acquisition, should be completed by the end of 2018. Phase 3, Development, has started with funding applications prepared by the external adviser, Kerrien Grant:

- An Chruach – Architect and specialist design fees to enable full planning consent to be gained.
- An Suidhe – Remaining 5% of the capital required for acquisition.
- TTX – 50% of the revenue required to employ a development worker to assist in collecting detailed data required to submit major capital grant applications.
- Awards for All – The remaining 50% of the revenue for a development worker.

Major Capital funding applications scheduled for mid 2019 include RCGF, Community Assets and Sports Scotland. Stage 4, delivery stage, will start in April 2020 and the aim is to complete construction by end of December 2020.

Questions by members of MACEL present

- AK was asked about what facilities were included in the plan. - changing rooms, viewing gallery, café, soft play, therapy rooms, office space. The piazza, the parking area and the land that the pool sits on are part of the purchase transaction. KR reported that the plans had to be fleshed out so as to ensure that the community is behind the proposals and that the plans are financially viable.
- AK was asked whether renewal of the pool's central machinery was included in the redevelopment funding proposals. AK reported that this is being looked at.

9. **To transact any other competent business**

KR thanked the Board, KY and TD for keeping the pool going after the previous Pool Manger left, and for members of MACEL for their support.

MID ARGYLL COMMUNITY ENTERPRISES LTD ANNUAL REVIEW 2017-2018

I'm delighted to be presenting MacPool's Annual Report for the year ending March 2018, my first as Chair of the Trustees.

The year was one of mixed fortunes. We faced considerable challenges recruiting and retaining staff, leading to a review of our pay structure and ultimately resulting in a shortfall over the year of just over £12000. The Board is of course not content with this outcome, but action has been taken and we forecast a much more acceptable result this year. On the positive side, our service offering continues to be appreciated by a wide range of customers, as evidenced by the overwhelmingly positive response to our membership drive under the 'I Love MacPool' banner. Much energy has been focused during the year on our planned redevelopment, of which more later, and the year ended on a high note when we were awarded a £315K grant from the Scottish Land Fund to purchase the adjacent buildings, which will provide the basis for our plans.

Service Offerings

We continued to provide a full program of public swimming, and classes for all ages and fitness during the year.

Overall attendance was somewhat down on 2017 at 24,300. A major contributing factor to this is the decline in School swimming, a trend which concerns us greatly and one which I am personally determined to reverse. In spite of - or maybe because of - this, our Learn to Swim numbers continue to grow and during the year, we taught 200 children to swim, and increased our Dolphins membership to a very healthy 42. We understand the financial pressures on school budgets and would like to thank those schools who continue to find the money – notably for transport – to enable their pupils to come swimming.

The Dolphins swim team goes from strength to strength and is a real jewel in our crown. They started the year by raising a massive £2860 via a Swimathon. The money was split between the MS centre and MacPool and our share made a much-needed contribution to our new biomass boiler. September saw a couple of very successful performances in the Tri-Athalon, Then in November, the team scooped a grand total of 13 medals – of which 4 gold – in the Scottish Schools Competition. Over the year, the team has attracted a number of distinguished visitors too – HRH Princess Anne in May, our Patron, the Duchess of Argyll in August and December and Olympic Swimmer Robbie Renwick, who gave a master class in September. None of this success would be possible without the dedication of the young swimmers and the support of their parents – and most of all, without the hard work of Head Coach Arlene Green and her team of volunteers. We owe them a huge debt of gratitude. I would also like to thank Landcatch, Cooke Aquaculture and Midton Acrylics for their sponsorship of the Dolphins.

Molly Dykes is one of the current team captains. She said:

"I've been in Dolphins for about 5-6 years after going through the learn to swim programme. I've gained Team sportsmanship and confidence during my time and I've made amazing friends. Over the years I've won multiple trophies, medals and ribbons in various competitions. Now I'm captain I hope to help out more and encourage the younger ones. Dolphins gave me the confidence to undertake my lifeguard and swim teaching

qualifications and to volunteer with learn to swim
Overall my experience with Dolphins and MacPool in general, has been amazing.”

We are also very proud of our partnership with MAYDS for whom we deliver Girls on the Move and Boys in Action. If you want to know how much the kids enjoy these sessions – just come along one Monday or Tuesday evening and listen to the noise!!

At the other end of the age spectrum, the Fit for Fifty Aqua class is always well attended – with 4 of the 8 Board members among the happy customers who enjoy Emma Vaughan’s enthusiastic teaching.

One of our most popular and appreciated classes is Hydrotherapy, which supports people with physical challenges. Our thanks go to Sally MacLeod, Frances Hardie, Sue Allen and Jacky Barker who run these classes.

Norma Kelly is one very satisfied customer. She says:

“I have been attending Hydrotherapy classes for three years. I was always terrified of water and do not swim; now I have confidence in water and use the class to exercise my muscles, working on a program from the physiotherapy department who encourage me to attend the classes. It is so important for me to stay mobile! “

Staff

Our Modern Apprenticeship program continued to flourish, supported by a generous grant from the A’Chruach Ventient fund for which we are most grateful. We ended the year with three MA’s working towards their SVQ Level 3 in Leisure Management. We invested heavily in swim teacher training courses for our staff during the year, with both Level 1 and Level 2 qualifications achieved. This not only improves the quality of teaching we can provide, but also reduces our reliance on use of more expensive freelance teachers.

As I mentioned earlier, we had problems during the year with recruitment and retention of staff and in November we took a unanimous Board decision to implement the Living Wage Foundation rates of pay, in line with the Council and other major local employers. We knew that this would result in a shortfall over the year, but felt it was both impractical and immoral to continue paying our staff minimum wage rates.

Our staff are the lifeblood of MacPool. They keep the pool running and the customers happy. On behalf of the Board, I would like to thank Graham, Kirsty and their fantastic team for all their hard work over the year. Most of you will know that Graham left us in July this year and we wish him all the best for his future.

Events

The Crinan Puffer canal side running race was held as usual in April, and our thanks go to Scottish Sea Farms, the main event sponsor and to Midton Acrylics who provided the trophies.

MacPool participated in a number of events over the summer, including the Armed Forces Day and MAYDS Sport Not On The Green, We also held a MacPool Fun Day in June - which

was not without excitement as unseasonably strong winds threatened to send the gazebos skyward!

In September, we hosted the annual Mid Argyll Tri-Athalon which was as always fully subscribed with 120 entrants, and many Personal Best . A big thank you to all the volunteers without whom this event would not be possible.

The Argyllshire Advertiser continues to be a valued partner, and we thank them for their great coverage of our events during the year and their support in publicising our stories and successes.

Finance and Investment

We would like to thank Argyll and Bute Council for their on-going support in extremely difficult financial circumstances. Not only have they maintained our service level agreement in line with RPI, they have also managed to find extra cash for 2018-19 and 2019/20 to help support our development work– a big thank you to them and to our local Councillors Sandy Taylor, Dougie Philand and Donnie MacMillan who are unfailing in their support for MacPool.

We would also like to thank the Energy Saving Trust, Cycle Friendly, the Suez Community Trust, the Corra Foundation and last but by no means least, the Scottish Land Fund for their financial support.

We would also like to thank Mike Russell MSP and Brenda O’Hara MP for their support, in particular for our redevelopment plans. Thanks too to our Patron, Eleanor Duchess of Argyll, for her support, especially to the Dolphins.

Governance

We have had a few changes to the Board during the year. In May, Jilly Wilson took her well-earned leave after 9 years of loyal service and in October we lost our amazing and ultra hard working Chair, Sue Hillman after a similar length of service. In April, Anna Watkiss, our Company Secretary, left to produce baby Sam and she has been replaced by Marion Lacey. Lorna Dykes also joined us in March, with special responsibility for the Dolphins. Since the end of the year, we have welcomed John McArthur and Lynn Shaw to the Board, giving us 8 Trustees at present.

The Board met 6 times during the year with attendance from existing Board members as follows:

Kim Ritchie	83%
Andy Knox	83%
Lynn Johnstone	66%
Colin Campbell	66%
Marion Lacey	100% (since joined)
Lorna Dykes	100% “

I would like to thank all the Board members, past and present for their hard work and dedication to MacPool.

In July, we undertook a much needed review of our Memorandum and Articles of Association and the new, updated version was ratified at an EGM in November.

Outlook

I am happy to report that the financial forecast for this year shows a return to a balanced budget, thanks largely to the additional support from Argyll and Bute Council, the grant from A'Chruach to support employment of young people and the hard work of the management team in containing costs.

The grant from the Scottish Land Fund has not only provided funds to purchase the adjacent buildings, but has provided revenue funding to employ project support and this is being led by Kerrien Grant who, some of you will remember, led the work on the first stage of acquiring the grant. Andy Knox is the Board Member in charge of this exciting project and you will hear from him shortly.

We will be embarking on a major community engagement initiative in the coming months and it is so important that you, the community to which MacPool belongs, get behind the redevelopment and articulate exactly what YOU want from YOUR pool. We want to see MacPool thrive and serve you, your children and your children's children for many years into the future.

Thank you

Kim Ritchie
Chair, MACE
30 October 2018

MACEL Redevelopment Project

Four Phases

1. Conceptual
2. Acquisition
3. Development
4. Delivery

Stage 1 Conceptual – broadly speaking consisted in consultation with the local community to gather information on their wants for an improved facility at this site which necessitated expansion and modification to the existing buildings. Successful approaches were made to the owners of the adjoining premises who indicated a willingness to sell the buildings to MACEL. Funding was raised to commission production of a business plan, building condition surveys, valuation reports and conceptual design drawings and initial costings. This phase ended late 2017.

Stage 2 Acquisition – Stage 1 information was used as the backbone of an application to the Scottish Land Fund for capital to purchase the adjoining premises and for revenue to employ a Transition Project Manager and to pay certain expenses to take the project forward to Stage 3. In March 2018 MACEL were awarded a total of £315000 which represented 95% of the required capital and revenue costs.

Lawyers TLT with offices in Glasgow were appointed mid July 2018 to handle the conveyancing and drafting of leases. This is an ongoing process with 3 separate property sales – Citizens Advice Bureaux building, Riverside Rascals building and conversion to freehold the lease for the land pertaining to the pool. 3 separate leases also need to be drafted to formalise arrangements with existing tenants. As part of the process planning consent has been given for change of use of the CAB Building. We hope to finalise this stage by the end of the year.

Stage 3 – Development has started with a series of small but important funding applications having been necessary to precede work on major capital funding applications planned mid 2019.

At present 4 applications are underway.

An Chruach – Architect and specialist design fees to enable full planning consent to be gained.

An Suidhe – Remaining 5% of the capital required for acquisition.

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Major Capital funding applications scheduled for mid 2019 include RCGF, Community Assets and Sports Scotland.

Stage 4 -Delivery involves production of detailed design leading to application of Building Warrants, invitation to tender for construction, contractor selection and actual building works.

It is anticipated that the project will complete Dec 2020.

Andy Knox, Technical Director

AGM

30th October 2018