

MINUTES OF MELLOR COMMUNITY ASSOCIATION

MEETING HELD

WEDNESDAY 11<sup>th</sup> October at 7:00 pm

Committee Present: J Hymas [JH] J Foster [JF]  
 K Dean [KD] M Williams [MW]  
 N Roberts [NR] L Foster [LF]  
 G Hargreaves [GH] T Entwistle [TE]

Also Present: A Bibby [AB]  
 P Roscow [PR]

Apologies: S Hughes [SH]  
 A Sharpe [AS]

	Lead on actions
At this meeting, Hall users were invited to come and learn about the planned work to be done to the Hall and how it might affect them. The only user who did so was PR, a member of the Indoor Bowls group.	
The Bowls group are concerned with the ageing of their member group, and with slowly dropping numbers. They requested that the committee advertise the group more prominently on the website, and add the Bowls information to the back of the next outgoing flyer regarding Hall events. It was explained to PR what the upcoming building works mean for the Hall, and how that would relate to the Bowls group's activities in particular.	
At this point in the meeting, PR left.	
The August minutes were agreed to be a full and accurate record of the meeting.	
JH emailed MPC re. the Leylandii trees which are damaging walls behind the tennis court. MPC are aware of the address of the relevant properties and will pick up on the issue. The Clerk to the Council would like a photograph of the situation.	
JH sent a letter to MPC asking them to confirm that, as the landlords of the Hall, they will pay the contents insurance. No reply had been received yet.	
There has still been no response from the company which damaged the boules court. It was decided that the total amount of damage was small enough that it was not worth pursuing this issue further.	
The Hall now has a new first aid box upstairs and another downstairs. A register is needed in the boxes, and the contents need to be checked regularly. JF needs an invoice for the boxes from GH. It would be a good idea if users were to be asked to write down what they have taken from the boxes, for ease of replacement.	
Basketball hoops were put up on the tennis courts. One of the posts is in front of a football net, but it was determined that it should still be easily possible for users to play football.	
The drama group is now up and running.	
Tennis coaching has not yet happened. It was decided that it would be better to wait for spring before considering the issue again.	

A spring is still needed to close the gate on the tennis courts. It was suggested that this be done over winter on a day when it is not raining.	
Blackburn Alarms have not yet come back with a quote regarding the integration of the alarm and keypad systems. NR agreed to chase them up.	<b>NR</b>
The Hall vacuum has been replaced. Thank you to Becky for donating the new one.	
JH requested that LF look into the statistics for the Hall website, and ensure that all approved minutes are added to the website.	<b>LF</b>
Signs are now up regarding e-cigarettes.	
There has been no contact from St Mary's School regarding use of the tennis courts.	
A new noticeboard is needed at the front of the Hall. It was suggested that a magnetic back is acquired for one of the boards at the gate, so that notices can be put up more easily. JH agreed to follow up.	<b>JH</b>
JF took the meeting through the August and September accounts. In August, there was a surplus of £895. The main expenditure that occurred was paying the insurance. In September, there was a £1401 surplus. The Proms Concert made £300 for the Hall after the proceeds were split with the Balderstone Brass Band. The maintenance total for the month includes the purchase of a leaf blower for keeping the tennis courts free of leaves.	<b>JF</b>
A resident of a bungalow adjacent to the Hall grounds asked JH if MCA could trim a tree that overlooks his garden. The probable cost will be around £50.	
The dance festival will be going elsewhere next year.	
The Christmas concert will be on 11 <sup>th</sup> December, starting at 7 pm. Admission is free. The cafe will open from 6:30 pm.	
The drama group will do a show later in the year, rather than at Christmas.	
The various signs are now in the MCA's possession and are starting to go up. A fence will be required for the "Parking beyond this point is restricted to Hall users only" sign.	
Planning permission has been acquired for the building work, ready to start in January. The application for a grant from Sport UK is almost ready to submit.	
For the application Sport UK, and for other reasons, it was decided that the MCA's safeguarding policy should be made clearer. It was agreed that the gist of the policies should be that Hall users are responsible for safeguarding during the time which they are using the hall, but that this should be set out in a statement, which TE should look over, and which should be added to the terms of hire and the booking forms.	<b>TE</b>
It was decided that the website domains relating to the Hall name should be kept for another 10 years, even though this costs money, as this protects them from use by other people.	
NR said that he had seen a picnic table available for £55. It was agreed that he could purchase this for the Hall if he was able to arrange suitable transport for it.	<b>NR</b>
JF thanked everyone for helping with the Macmillan Coffee Morning. £712 was	

raised.	
AB raised the concern that the coat hooks which had been added posed a risk of theft. It was generally agreed that due to the keypad system the risk of theft is low, and that additionally users are aware that the hooks are for use at their own risk.	
A nearby cottage for sale is advertising free parking. It was agreed that it should be checked whether they are in fact referring to the Hall car park, and suggested that if no response is received from them regarding the previous contact, another letter could be sent.	
The flu jab session had booked the Hall for the Wednesday after the meeting. It was agreed that if the rain was particularly heavy, users would be required to enter via the upper door.	
The fire risk assessment expires soon. It was agreed that GH would look into redoing both that and the general risk assessment, basing them on the previous ones if possible.	
It was noted that PAT testing would be taking place at some point during the week after the meeting.	
It was suggested that the Hall could hold fire drills, but it was thought that this would be difficult given the number of different user groups, all of whom use the Hall at different times.	
The meeting was closed at 8:55 pm.	

The next meeting will be held on 8<sup>th</sup> November 2017 at 7:30 pm.



