

MINUTES OF MELLOR COMMUNITY ASSOCIATION
MEETING HELD
WEDNESDAY 9th January at 7:30 pm

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

Also Present: A Sharpe [AS]
 S Brown [SB]
 P Wallace [PW]

Apologies: S Hughes [SH]
 M Johnson [MJ]

| | Lead on actions |
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| It was agreed that JF would chair the meeting. | |
| The December minutes were agreed to be a full and accurate record of the meeting. | LF |
| The first installment of the LEF grant money, which is £6,000, has been received. | |
| The issue of day-to-day maintenance of the hall was carried forward. | |
| The broken lightbulbs have been replaced. One lightbulb is still not working. KD will ring the electrician about this. | KD |
| The emergency lights have been installed, but the other light is still waiting for a timer so it can be turned off after a certain time of night. It was suggested that the lights at the front, which are already on a timer, could have their timer extended later into the night for additional security. | |
| The grants for Phase 2 are all in. KD is now in the process of acquiring the first installments of the money from them. | KD |
| The storage cupboard is now empty aside from rubbish, which will be put in a skip. The junior football group have now responded to the letter regarding the closure for Phase 2. | |
| Some judo mats belonging to one of the users are missing. JF will investigate whether the MCA's insurance covers user property stored on hall grounds, or whether it falls under the user's insurance. That way, the situation can be clarified for users in the future. | JF |
| The issue of the governance papers was carried forward. | |
| JF is continuing to try to move users from making cash payments to making payments directly through the bank. She will do it as users return after the closure. | JF |
| Most users seem to be likely to come back to the hall after the closure. | |
| JF took the meeting through the December accounts. There was a surplus of £11,393.00, which included £11,000 of incoming grant money. There was a large gas bill, as the heating is used more in the winter. The maintenance costs | JF |

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| included fixing the roof. | |
| JF will split out the grant money starting with the next set of accounts. | JF |
| The damage to the roof has been fixed. | |
| It is hoped that the Phase 2 work will be finished in time to re-open at the April pop-up cafe. The work is on track so far. | |
| The new floor is multi-use, so is suitable for occasional use of outdoor shoes. If heavy use of outdoor shoes was expected, such as at a party, it was suggested that it might be worth considering some sort of roll-up mat to cover the floor. | |
| KD has all the relevant health and safety documentation from all of the contractors who will be working on Phase 2. | |
| KD has found somebody willing to take away the gas heater as scrap at zero cost. | KD |
| It was suggested that somebody might be willing to take the metal from the old basketball posts that are near the tennis court away as scrap. | |
| Regarding crowdfunding, an idea or hook is still needed to build a campaign around. It was decided that it would be considered further after the building work has progressed. | |
| The issue of sun shining through the windows of the hall was carried forward. | |
| TE has put up some signs around the field regarding the fact that CCTV is recording any dog walkers who leave their dog poo. A couple of extra CCTV signs would still be useful at the front of the hall. | |
| The issue of holes in the car park will be considered in the spring. | |
| The issue of booking out the field was carried forward. | |
| TE requested that KD resend her the relevant information for updating the health and safety documentation. | KD, TE |
| The terracycle recycling scheme is starting to be used. There was an issue with someone simply putting their recycling through the hall letterbox, but there is now an announcement on both Facebook and the website not to do this. NR suggested that JF might want to ask the school if they would like to also be a collection point. | |
| The issue of replacing the noticeboard was carried forward. JF has saved the link that NR found regarding an example of a suitable noticeboard. | |
| People will be able to see how the Phase 2 work is progressing at the February pop-up cafe. | |
| KD will look into doing a pamphlet drop. | KD |
| The issue of the re-opening event after Phase 2 is complete was carried forward. | |
| The meeting was closed at 8:25 pm. | |

The next meeting will be held on Wednesday 13th February at 7:30 pm.

