

MINUTES OF MELLOR COMMUNITY ASSOCIATION
MEETING HELD
WEDNESDAY 12th June at 7:30 pm

Committee Present: J Foster [JF] P Wallace [PW]
 N Roberts [NR] L Foster [LF]
 T Entwistle [TE]

Also Present: S Brown [SB] N Marsden [NM]
 A Sharpe [AS] B Murtagh [BM]
 M Johnson [MJ]

Apologies: K Dean [KD]
 G Hargreaves [GH]

	Lead on actions
It was agreed that JF would chair the meeting.	
The minutes of the May meeting were agreed to be a full and accurate record of the meeting.	LF
The fire officer had sent KD a summary of their findings. There were a couple of small issues to fix, such as a sign that needs replacing. There was also the issue of whether there is a suitable exit for disabled people and those who cannot manage stairs if a fire were to start near the new entrance. The summary outlined several potential choices. The committee acknowledged the report. Due to finances and a need to research the technical details of the different options, the decision has been deferred for now.	KD
KD also received correspondence from Entrust following the audit meeting that took place. A draft report was received, with a couple of things to sign off on. LF will be added to the Entrust website as a trustee, and there are a couple of points to cover from within the email and report. Also, the document that trustees sign to say they are fit to be trustees will be updated to provide more clarity.	KD, LF
JF took the meeting through the May accounts. There was a net deficit of £948.00. Excluding the building work and grants for the building work, there would have been a net surplus of £814.00.	JF
All the regular users have now returned to the hall after the building work.	
NM had heard from Caroline O’Flaherty, who asked him to pass on to the committee that the committee had done a fabulous job with the building work.	
The issue of the governance papers was carried forward.	
The keypad system still needs to be updated to summer time. JF will remind PW to take a look.	JF, PW
PW emailed the new versions of the booking form and terms and conditions around the committee shortly before the meeting. They have already been proofread by his wife, and are now ready to be sent to users and/or printed. NM requested that a copy was sent to Teresa at the Parish Council.	LF

KD is still researching cages for the thermostats. PW will also look into the options.	KD, PW
The redecoration of the hall was carried forward. It was suggested to check the local shops to see if any of them will supply cheap or free paint in the form of returns.	
KD requested that someone do the fire alarm testing for the next couple of Mondays, as he will be away. It was agreed that NR would do it.	NR
It has been suggested that an extra camera be acquired for the car park, with the view covering the entrance, so all cars coming in and out can be seen clearly. It needs to be priced up. It was suggested that it might be possible to ask the Parish Council if they will pay for it.	
Regarding maintenance, the price was too high to put metal fencing around the heat pumps. PW will price up the option of wood fencing, and check if that is a suitable option. Regarding the guttering, KD and PW are still to fix it.	PW, KD
It was suggested that a height restriction barrier could be put on the car park, to prevent overly large vehicles from entering.	
It was queried whether a “park at your own risk” sign might be needed.	
Regarding residents of nearby houses parking on the car park, they need to be somehow persuaded to park at the end of the car park furthest from the hall. It was suggested that Facebook could be used, and that perhaps BM could put something on the MAD group, and that something could be put under their windscreen wipers. JF and BM will look into it.	JF, BM
Regarding the building work, there are some bills still to pay. As KD was not at the meeting, full details of the remaining state of the building work were not discussed.	
Regarding past events, the pop up cafe was quiet due to a wedding taking place at the same time.	
Regarding upcoming events, there is a Zumbathon on the Saturday after the meeting, in aid of the charity WaterAid. The cafe will be open. The MCA will get the proceeds from the cafe, and WaterAid will get the money raised from the Zumbathon entry donations.	
MJ suggested having a jive night as a fundraiser. This could potentially be a good idea.	
There is a BabyLoved pre-owned children’s market the week after the Zumbathon. There will also be some craft stalls there. The woman who booked the hall is running the whole event, and paying the going rate.	
It was queried whether there should be a Christmas fair or craft fair in November, perhaps on a Sunday. Stalls could be rented out and vetted for quality. This could potentially raise a lot of money. It would be important to put the event on a different day than the church fair.	
TE suggested there could be a Family Santa Stroll in December, similar in principle to the scarecrow festival that was held a couple of years ago. It was suggested it could be at the same time as the fair, but on the other hand this	

<p>event might be better if it were held after dark, perhaps on a Friday from half six, or on a Saturday from four o'clock. Weather would be a consideration, as well as reminding people of health and safety advice. It would be wise to avoid the event clashing with any Rovers football matches.</p>	
<p>21st September has been suggested for the Balderstone Brass Band's proms night.</p>	
<p>Regarding goals for the hall, the main ones at the moment are to get more money to increase the level of reserves, and to gain more confidence to run more events. Also, it would be good to attract a larger number of people to the hall, including families. It was suggested that after the AGM a person or subcommittee could be made responsible for entertainment. TE expressed interest in the role.</p>	
<p>PW brought up the sound system. There had been some complaints from a user group, and PW offered to take a look at their equipment to determine the cause of the problem. Long term, the main options would be to use Bluetooth or to extend the cable around the hall.</p>	<p>PW</p>
<p>NM brought up the issue of the lighting complaint, which has now been discussed by the Parish Council. NM, BM, and KD met at the all at night to assess the situation. The main light that would be suspected of causing the issue is currently not working, so shouldn't be an issue at the moment. However, there is a plan to replace that light with some smaller lights on the wall by the stairs. The lights at the bottom end of the hall are only intended to dimly light the lower car park, and those ones were determined to not be a problem. A letter to the resident who complained has been drafted by the Parish Council and sent.</p>	
<p>NM brought up the issue of an extension to the lease. He explained that the MCA will need to apply to the Parish Council for the extension. He has drafted a suggested format to work from, and the application will need to be signed by all the new trustees after the AGM.</p>	
<p>The meeting was closed at 9:05 pm.</p>	

The next meeting will be on Wednesday July 10th, after the AGM has finished. The AGM will be on Wednesday July 10th at 7:00 pm.