MINUTES OF MELLOR COMMUNITY ASSOCIATION MEETING HELD WEDNESDAY 10th July 2019 at 8:05 pm

Committee Present: J Foster [JF] G Hargreaves [GH]

K Dean [KD] M Johnson [MJ]
T Entwistle [TE] L Foster [LF]

Also Present: S Brown [SB]

A Sharpe [AS]

Apologies: P Wallace [PW]

	Lead on actions
The June minutes were agreed to be a full and accurate record of the meeting.	LF
JF received a form from the insurance company to confirm the existing details for the new year's quote. JF will fill the form in and send it back.	JF
KD received an email from Entrust with another form to fill in. KD has filled it in.	
JF took the meeting through the June accounts. There was a net deficit of £875.00. Excluding the ongoing payments for the building work, this would have been a net surplus of £346.00. Bookings are still increasing, including some people making one-off bookings. There was an extra cafe at the Zumbathon, so earnings from the cafe were good. The gas and electric bill is for the whole of the first quarter, so future payments should be lower due to the new system. The electrician is still waiting for future payments.	JF, LF
The issue of the governance papers was carried forward.	
The keypad system now appears to be fully working and in line with summer time.	
The new booking form and terms and conditions are now fully up-to-date and is displayed on the website. The old form is being retained for now as a regular user booking form only.	
Users are responsible for closing the door when they are leaving after their session, but some users have not been performing this task properly. It was suggested that perhaps a sign with clear instructions could be displayed. It was emphasised that a user in each group needs to take on this responsibility, and it was decided that a line stating this should be explicitly added to the booking form.	LF
The issue of cages for the thermostats was carried forward, as PW was looking into this and he was unable to attend the meeting.	PW
Regarding the redecoration of the hall, TE has a discount code for Dulux available if desired, but there are other maintenance priorities first that are more urgent than decoration.	
Car parking is still an issue. Currently, if a height restriction barrier were put in place, the bin lorry and the lawnmowers may have trouble accessing the grounds. It was suggested that some sort of barrier could be placed at the start	JF

of the field section or at the fence, and that perhaps Chris Monk may be able to provide the MCA with some suitable boulders, which would blend into the natural scenery.	
Regarding the issue of external lighting, it was decided that it would be best to wait for the Parish Council to proceed. Regarding simple downlights for the fire escape, KD has asked Garth for a quote.	KD
Regarding acquiring an additional camera for the CCTV system to read the number plates of all cars driving in and out of the car park, JF has found the price for one camera to be £546 plus VAT. It was suggested that this money be requested from the Parish Council.	
Regarding Entrust, it appears that the MCA is now compliant. KD is in the process of adding LF to the signatories.	KD, LF
Regarding maintenance, KD is preparing a schedule.	KD
Regarding the building work, everything is finished, but there are still some outstanding invoices.	
JF is investigating opening a bank account for the sinking fund. She will look at Santander again, but if this is not suitable, it was suggested seeing if the Post Office has any suitable accounts.	JF
The issue of creating an events subcommittee was carried forward.	
It was mentioned that it would be useful to know the timing of the release of the Parish Council magazine for the purpose of advertising events, and that J Hymas would be the person to ask about this.	
If the hall holds a Christmas faire, a suggested date for this might be Sunday 24 th November. Enough people would need to be available to plan and run the event.	
The baby market held by a user went well, and the user wants to use the hall for this purpose again.	
The July pop-up cafe also went well.	
The issue of future event ideas was carried forward.	
The meeting moved on to any other business.	
JF is going to begin charging non-villagers a higher rate for the use of the hall. Also, the charge for the downstairs meeting room ought to be increased for new users, and put up from £6 to £7 for the main existing user.	JF
It was suggested that if a metal fence is too expensive, it may be worth considering to protect the heat pumps. It would need to be considered whether the cage had good access for maintenance, and whether it was actually cheaper.	
The meeting was closed at 8:43 pm.	

The next meeting will be held on Wednesday 14th August at 7:30 pm.