

MINUTES OF MELLOR COMMUNITY ASSOCIATION  
MEETING HELD  
WEDNESDAY 15<sup>th</sup> January 2019 at 7:00 pm

Committee Present: J Foster [JF]                      L Foster [LF]  
G Hargreaves [GH]  
T Entwistle [TE]

Also Present:                N Roberts [NR]                N Marsden [NM]  
S Brown [SB]  
A Sharpe [AS]

Apologies:                P Wallace [PW]

	<b>Lead on actions</b>
NR asked to rejoin the committee, and this was agreed.	
The December minutes were agreed to be a full and accurate record of the meeting.	<b>LF</b>
Regarding correspondence, an email was received from Ribble Valley Borough Council regarding the outdoor lighting, which was referred to the Environmental Health Department by a resident on Four Acre. The lights were switched off over Christmas, and the bulb unit in the light that was malfunctioning has now been replaced and the light that was the main subject of the complaint has been disconnected. Verbal communication has been received that indicates that RVBC is happy with this solution. JF will request confirmation of this in writing.	<b>JF</b>
KD had sent an email resigning from the committee.	
BM had suggested creating a village-wide volunteer's group, and it was suggested that new committee members could be recruited from there. The group will be meeting at the next pop-up cafe, so this would provide an opportunity to talk to people.	
An email was received regarding a pothole in the car park, which a woman had stepped in when the lights were turned off over Christmas. The lights are now working again, so potholes should now be easier to see, and PW is planning to fix some of them shortly.	<b>PW</b>
LF took the meeting through the December accounts. There was a net surplus of £932.14. The income from events organised was the carol concert. The donations were further money raised by JF's sponsored run. The misc expenses were renewing the hall's music licence.	<b>LF</b>
The painting of the hall has now mostly been completed. The main hall has been given an undercoat, and the meeting room is done. The curtain rail in the meeting room is down, and PW will look into a price for a new blind for that window.	<b>PW</b>
The forms to apply for the new bank account have now been sent off.	
Regarding the camera, the new camera was not suitable, and the old camera	<b>JF, TE</b>

has been re-installed, and the new camera taken away. For further servicing, it was suggested that a different company be used. JF will check if the MCA is under contract with Blackburn Alarms. TE also has a contact that would be willing to do a no-obligation review of the system.	
Regarding maintenance, PW has agreed to take over the maintenance duties from KD. KD has passed on a list of outstanding maintenance items. KD has agreed to chase up the contractors who are apparently capable of mending the roof. Craig is aware of the issue with the guttering, and will also deal with the open window. Simon from the builders' has been asked about the broken toilet door handle. Jason has been asked about car park drainage, and JF can chase this up if needed.	<b>PW</b>
The roof company is not responding quickly to enquiries, so it may be worth looking into other contractors. NM may know somebody with possible contacts, and, alternatively, RVBC Building Services Department may have a list of approved contractors they could recommend.	<b>NM</b>
Regarding fixing the car park for the long term, rather than just filling potholes on a temporary basis, this would need to be split into sections and properly costed as a long term project.	
Regarding maintenance, it is necessary to prioritise and create a master plan. Committee members are to email LF with tasks they become aware of before the next meeting.	<b>All committee members</b>
More delegation is needed within the committee. TE proposed that all committee members are given tasks, rather than the same couple of people doing everything.	
NR volunteered to clean the carpet in the upstairs room.	<b>NR</b>
Some young people were spotted parked on the car park drinking. The car's number plate was passed on to the police, who visited the car's owners.	
There will be a bank holiday in May for the anniversary of VE day, and, as there does not seem to be any events for this already planned in the village, it was suggested that it would be a good idea to hold an event at the hall. The date is Friday 8 <sup>th</sup> May. The event could be outside on the car park, provided that the weather is good. The band are potentially willing to be involved. All committee members are to think of ideas for the event before the next meeting. Current suggestions include getting the school involved, serving jelly and ice cream, and promoting the event on the local radio and in the newspaper.	<b>All committee members</b>
The noticeboard outside the hall needs to be updated more regularly.	
Regarding the liaison between the MCA and Mellor Parish Council, a smaller meeting needs to be set up between small parties from each body to create a proposal that can be brought to the main meetings.	
The party that had been potentially requested to be booked is not going ahead due to a clash on the planned day. The vegan faire is still booked for 23 <sup>rd</sup> February and 25 <sup>th</sup> October.	
The cafe was quiet, but warmed up through the day.	
JF will print more posters to try to get additional publicity for the Monday	<b>JF</b>

knitting group.	
There was a power cut in some areas near the village recently. Fortunately the power at the hall remained on, but at the moment, if there is no power, the door of the hall will not remain locked. There is a manual lock, but the location of the key is uncertain. Therefore, a new manual lock is needed. A couple of committee members will keep a copy of the key.	
The meeting closed at 8:28 pm.	

The next meeting will be on Wednesday 19<sup>th</sup> February at 7:00 pm.