

**MINUTES OF MELLOR COMMUNITY ASSOCIATION
MEETING HELD
WEDNESDAY 20th January 2021 at 7:00 pm**

Committee Present: P Wallace [PW] N Roberts [NR]

Parish Council Representatives Present: D Crooks [DC] M O'Grady [MO]

Also Present: S Brown [SB] Kevan Dean [KD] Lisa Wallace [LW]

Apologies: A Sharpe [AS] N Marsden [NM] T Entwistle [TE]

The next meeting will take place on Wednesday 17th February at 7 pm.

	Owner
20/01/2021 - The minutes of the December meeting were agreed to be a full and accurate record.	ALL
1. Use of the Hall during Covid: The hall is currently closed down due to lockdown regulations. This seems likely to continue until March but PW will monitor and review the situation as government updates occur and regulations change. All hall users have been contacted to explain the situation. There have been no new booking requests. No contact has yet been received regarding the use of the hall as a vaccination centre and news of other vaccination centres being opened in the Blackburn area may mean that the village hall will not be called upon. Both the Parish Council and the MCA Committee remain open to this use of the hall if needed.	PW
2. Hall maintenance: a. Painting - PW has not yet been able to do the painting due to pressure of work. b. Store room repairs – these are now completed but some of the plasterboard needs replacing due to mould. This can be completed when the stockroom is tidied and PW will look for potential volunteers to assist when lockdown allows c. Hall floor – the areas of the hall floor that underwent temporary repairs have now been varnished and seal. PW is waiting for an official response from the Parish Council regarding the insurance. It was confirmed that money will be temporarily held back until everyone is happy that the repairs have been successful. d. French drain – this has not yet been started. PW has spoken to the Parish Clerk who is putting pressure on Dixons to start the work. e. Net cover for the heat pump – PW & NR will wait for better weather before attempting to replace it but meanwhile the heat pump is due to be serviced. PW has received the relevant documents from JF and will arrange for this to be done.	PW, NR

<ul style="list-style-type: none"> f. Security camera – water is inside the sealed unit of the camera which may still be under warranty. JF has given PW the contact details for the camera company and he will contact them to confirm and arrange a repair. The camera is still viewable and PW has received the access details from JF. g. The boiler service is also due and PW will check the documentation from JF and arrange for this to be done. NR enquired if the room was still being kept at 16 degrees and PW confirmed that he had recently check and this was the case. h. Other maintenance issues – there is damp in the roof of the storage cabinet which should be a priority. There are also a number of other small issues such as painting skirting boards and varnishing doors. PW will reach out for volunteers on Facebook when appropriate. i. The v-sweeper has a missing bolt which PW will replace. j. Cleaning – due to the limited use of the hall the cleaners have not been re-engaged. PW, NR & LW will manage the cleaning required for now. 	
<p>3. Online banking:</p> <p>The issues relating to online banking are still in progress with no update in this meeting. PW to discuss further with JF.</p>	PW
<p>4. Car Park / Electrical car charge points:</p> <p>The fitting of the car charging points has been completed and they have already been in use.</p> <p>No further work has been done to the car park and its condition remains poor. PW has given his details to the tarmac company involved in the work in order to get a potential quote for the whole of the car park. PW is in contact with the Parish Council regarding further activity in this area.</p>	PW
<p>5. Grants:</p> <p>PW has discovered the Covid grant will be automatically given and will be between £6k- £7k. This will assist with running costs during Covid and there may be some left over for future plans. There will be another round of Covid grants available soon.</p> <p>There is a possibility of other grants from multiple sources that may be available for upgrading the field. Teresa Taylor and John Hymas from the Parish Council have kindly agreed to assist with any queries regarding applications.</p>	PW
<p>6. Accounts:</p> <p>Accounts report (sent separately) reviewed and all attendees happy.</p>	NA

<p>PW stated that he is unsure if the Parish Council remittance has been given yet so the final amount could be approx. £6k more.</p> <p>The accounts mention a 'computer charge' which may be for accounting software, PW will confirm with JF before next meeting.</p>	
<p>7. Committee members:</p> <p>Lesley and Janine Foster are moving next month which means that MCA will be under the numbers required. This means it is imperative to get new members.</p> <p>PW has reached out to hall users to see if any of them would like to join and will use social media for the same purpose, but feels that further recruiting would be useful as this will not reach a wide audience and it would be useful to gain extra members as well as replacements for those leaving. A leaflet drop was suggested and agreed by those present, DC, KD and PW are happy to deliver leaflets if these can be arranged and DC has a list of house numbers from previous leaflet drops which she will pass on to PW.</p> <p>While recruitment is continuing, Lisa Wallace is willing to carry out secretarial activities and take minutes if this suits the committee. This was agreed.</p>	<p>PW, DC, LW</p>
<p>8. Asbestos:</p> <p>PW has received notice that the lining of the electrical cabinets contains asbestos and asked for advice from KD as to how much of an issue this might be. KD confirmed that the asbestos inside a cabinet is legal but a register is required to be kept so anyone working onsite knows where it is to be found. He also confirmed that we do have an asbestos register as a report was done for the grants received from Sport England and he believes it is on a hard drive with other village hall documents. He will locate and forward on to PW. It is possible however that a further check may be needed. NR asked if a notice needs to be put on the cabinets but PW stated that the register should suffice.</p>	<p>PW, KD</p>
<p>9. AOB</p> <p>NR proposed that a collection be taken to purchase a gift for Janine & Lesley Foster as a thank you for their years of service to Mellor and to the village hall and all agreed. Donations will be collected and can be forwarded to PW. It was suggested that the gift be vouchers that can be used for their new house. SB will make a thank you card from us all.</p> <p>PW asked if anyone would be prepared to take over the Saturday Pop Up Coffee shop and it was suggested that Carolyne Hymas be consulted.</p>	<p>NA</p>