

**MINUTES OF MELLOR COMMUNITY ASSOCIATION
MEETING HELD
WEDNESDAY 24th February 2021 at 7:00 pm**

Committee Present: P Wallace [PW] N Roberts [NR] Teresa Entwistle [TE]

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] Janine Foster [JF]

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

	Owner
24/02/2021 - The minutes of the January meeting were reviewed. DC noted that she was not clear about the reference to a 'Parish Council Remittance'. PW agreed to discuss further tonight. DC also mentioned that she did not in fact have the list of Mellor addresses for delivering leaflets, however the list had been separately received from the Parish Clerk. With these caveats, the minutes were agreed to be a full and accurate record and accepted by NR and TE.	ALL
<p>1. Use of the Hall during Covid:</p> <p>The plan for the easing of Covid restrictions has been laid out by the government.</p> <ul style="list-style-type: none"> - Use of the Village Hall facilities for outside exercise can resume from 28th March. - Events will be able to start in the Village Hall from 17th May. This will not be full use as yet but exercise classes will be able to resume as will the singing classes. PW will contact all previous bookings to see if they would like to schedule their return. - Halls and sports venues can be used by family bubbles from April. PW suggested that this be offered to residents of Mellor for no charge to give families a break. This was supported by NR and generally agreed. This information will be advertised on the Mellor Village Hall website. 	PW
<p>2. Hall maintenance:</p> <ul style="list-style-type: none"> a. French drain repairs completed successfully. b. Heat pump has been serviced, no issues found but one switch had been turned off. The switches are now covered by a cage so this should not happen again. c. The boiler service was completed, however extensive repairs were required and the cost was more than expected. The committee discussed whether or not a service contract would be more economical but an alternative solution was proposed which would involve the boiler being removed and the radiators being connected to the existing heat pumps. An electrical hot water supply powered 	PW, NR

<p>by the solar panels was also suggested. PW to reach out to the energy centre for more information.</p> <p>d. 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.</p> <p>e. The RHI has been applied for, PW is currently dealing with some corrections required to the application.</p> <p>f. Cleaning – due to the limited use of the hall the cleaners have not been re-engaged. Some discussion was held on whether to re-engage the cleaners, request volunteers for cleaning, or consider employing a caretaker. No decision was taken, further discussion required.</p> <p>g. The asbestos report has not been found, PW to raise with Community Futures.</p>	
<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. Grants:</p> <p>PW raised the option of using a company called 4Grants to apply for all relevant grants available to the Village Hall. The company will retain 10% of the grant monies received but there would be a significant saving of time and effort. Comments from the committee were generally favourable and PW agreed to investigate further.</p>	PW
<p>5. Accounts:</p> <p>Accounts report (sent separately) reviewed.</p> <p>Query raised last month regarding an entry for 'software' was confirmed as being for the accounts software which is paid year.</p>	NA
<p>6. Committee members:</p> <p>PW & LW prepared a draft letter to be printed and delivered to the local residents giving an update on the Village Hall and requesting volunteers. This was reviewed and agreed with minor editing suggested by DC. KD, DC, TE, LW & PW volunteered to deliver.</p> <p>NOTE: The letter was edited again subsequent to this meeting and the new version approved by email.</p>	PW, DC, LW
<p>7. AOB</p> <ul style="list-style-type: none"> - Ribble Valley Council have requested use of the Hall for local elections, this was approved. Cleaning required before and after will be paid for by the Council. 	NA