

**MINUTES OF MELLOR COMMUNITY ASSOCIATION
MEETING HELD
WEDNESDAY 21st April 2021 at 7:00 pm**

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

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

Also Present: Lisa Wallace [LW] S Brown [SB] Kevan Dean [KD] Mary Williams [MD] Anne Smith [AS] Chris Walker [CW] Julie Cousins [JC]

Apologies: A Sharpe [AS] N Marsden [NM]

The next meeting will take place on Wednesday 23rd June at 7 pm.

	Owner
21/04/2021 - The minutes of the March meeting were reviewed. The minutes were agreed to be a full and accurate record and were accepted by NR and seconded by TE.	ALL
1. Use of the Hall during Covid: <ul style="list-style-type: none"> The hall is not required as a vaccination centre at the moment, but is on the back-up list in case of need. Children's activities and child and parent exercise groups are now permitted. Most sporting activities will be allowed to resume on 17th May according to the current government timeline. Improved ventilation - PW has obtained a price for window actuators to allow the windows to be opened. The cost of these is between £170-£180 per switch set and the cost of fitting by an electrician would be approximately £280. Fitting the actuators to 4 windows to give 5 opening windows (1 already opens) will cost in the region of £950. It was agreed by all that this was a fair price and that the work could go ahead, caveated by KD who mentioned that the windows were quite old and there is a possibility that some can no longer be opened. PW to investigate further. It was also agreed that instructions for opening and closing the windows would need to be added to the booking form. 	PW
2. Hall maintenance: <p>a. Painting. Colours were discussed and a paint chart shared. Glistening Grey was liked but it was agreed that everyone would consider and let PW know their choices. PW also agreed to get samples to paint on paper and leave for viewing at the village hall. A darker colour is needed on the end wall and to door height in the rest of the hall to allow for balls and shuttlecocks to be seen. SB</p>	PW, NR

<p>requested that the floor be well covered to minimise the impact of any paint spillage. Work will take 7-10 days.</p> <ul style="list-style-type: none"> b. Scaffolding. The painter will need to use scaffolding and the original intention was that the Community Association would arrange for this to be hired. However KD felt that due to insurance/working at height regulations it would be better if the decorator arranged his own scaffolding. Otherwise in the case of any accident the Association might be liable. This was agreed. c. PW has reached out to the energy centre for more information regarding the new installation of an instant electric hot water pump and extending the heat source pump to heat radiators upstairs, awaiting quote. d. Other maintenance issues – there is damp in the roof of the storage cabinet which should be a priority. PW will reach out for volunteers on Facebook when appropriate. This is still outstanding. e. Cleaning – no decision yet made on whether to re-engage the cleaners or employ a caretaker/hall manager. PW will speak with previous caretakers about what their responsibilities were. f. The asbestos report has not been found, PW has raised with Community Futures and is awaiting a response. 	
<p>3. Grants:</p> <ul style="list-style-type: none"> ● RHI documentation is currently under review. The grant amount will be related to how much energy the hall saves. It will be used as a fund to replace the floor and the heat pumps when necessary. NR thanked PW on behalf of the committee for the effort put in to get this completed. ● RVBC Restart Grant - Extra information was needed by the council but this was supplied and the remittance notice for £8,000 has already been received. This money is to be used to help with reopening costs including extra hygiene and safety precautions. ● PW & NR to continue the process of obtaining quotes for work required so that there is a clear view of how much grant money is needed. 	PW
<p>4. Accounts:</p> <ul style="list-style-type: none"> ● Accounts report read and accepted. 	NA
<p>5. Committee members:</p> <ul style="list-style-type: none"> ● The committee were pleased to welcome as guests, several potential new committee members, Mary Williams, Anne Smith, Chris Walker and Julie Cousins. It is hoped that they will agree to join us permanently. 	ALL

<p>6. AOB</p> <ul style="list-style-type: none"> • Still awaiting confirmation of the date of the Sport England visit. • Guides. The Guide Leader has given PW a cheque for £180 for the use of the hall. It was agreed that due to Covid interruptions there was no requirement for this to be paid and the cheque would be returned. • Netball - there was some discussion about the state of the netball pitch and the equipment. It was agreed that this would be carried over to the next meeting as no conclusion was reached. • Tennis. The nets, specifically the function for raising and lowering them, needs to be repaired, PW to obtain a quote. • Book sale. LW asked if she could be allowed to hold a sale of the books donated to the village hall in the car park on Bank Holiday Monday. This was accepted. 	<p>NA</p>
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