

Minutes for the UHCA Meeting on Tuesday May 4th 2021 at 7.30pm by Zoom

1. **Minutes of the last meeting** on April 6th 2021. Proposed Andrea and by seconded Tony.

2. **Matters arising from the Minutes.**

- The Organ Faculty has now been issued by the Registry and work will start in the near future. Thank you for displaying the notice on the website
- Traffic mirror still to be put in place (all the materials have been purchased).

3. **Correspondence**

None to report.

4. **Financial Report**

Income	£0.00	Expenditure	
		200 Club prizes April	£85
		Pat Testing	£126.36
		Hall & Rhodes Alarm Serv.	£72
	Total £0.00		Total £283.36

Invoice for Gas Inspection is still outstanding

Roger thanked Kath for her report

5. **Croft House Maintenance**

- A reduction in heating times and improved room temperatures has been quite noticeable in the main hall of Croft House following the installation of the additional 200mm insulation in the loft space. We have monitored the temperatures and have had some positive feedback from Pre-School about the heating. Hopefully, the investment in the insulation will help us reduce our heating costs.
- As previously discussed, due to our inability to fundraise, only essential maintenance has been carried out. From early March to date, we have spent £1451 on essential maintenance. At the CHMC meeting in March 2021 we discussed the possibility of using some of the Covid grant received by the CHMC for Croft House maintenance. See the CHMC meeting notes below.
- Roger proposed that we purchase ten round banqueting tables for Croft House with John B's bequest. Shortly before John's passing John and Roger talked about the need for an extra storage facility and considered installing either an additional garage or asking the existing garage owners if they would be willing to relinquish their garage area. Both current garage owners however would like to keep their plot. We know however that John wanted the UHCA to utilise the money for a useful project and the proposed tables would be a valuable asset to Croft House. From our experience the proposed circular tables are more practical than the rectangular type when we have events where catering is involved, and it will also avoid us hiring tables on a Fete day. Roger has searched the internet and has found 4 ft circular tables for £63 (AJ Products) and £66 (Strictly Tables and Chairs). The preference however is for a heavier duty 4 ft table from MOGO Direct at £101.94. All prices include VAT. (It is worth noting that the round tables we had previously were 3½ ft)
Matthew wondered if 4½ ft or 5 ft tables would be a better option and Roger suggested he would investigate the options and we would make a decision at the next meeting.

6. **Health & Safety.**

On the 9 April 2021 David Dolby carried out the annual testing of the gas boiler and associated pipework. A minor leak in the pipework adjacent to the gas meter (outside the building) was found and rectified. The approximate cost for the gas work is £50 plus repairs. Kath will ask for the invoice.

7. Croft House Management Committee

The committee met on Tuesday April 13th by Zoom

- Due to the high demand for child places and to utilise the 30 hours funding for childcare, Pre-School have formally made a request for additional hours at Croft House. It was agreed at the meeting that that the “Coffee Afternoon” on Wednesdays should be relocated to St John’s and Pre-School could open for a further two hours on Wednesday.
- An email was received from Allied Westminster 12 April 2021, for the renewal of the insurance policies for ‘Upper Hopton Community Association’ and ‘Croft House Rooms Charity’. Last year’s premiums were £827.31 and £255.20 respectively. The renewal premiums are £844.54 (2.1% increase) and £264.44 (3.6% increase) respectively. The effective start date for the insurance is 15 May 2021.

It was agreed, with all in favour, that we should renew the insurance with Allied Westminster (this is paid by the CHMC). It is worth noting that the insurance also covers HIB and volunteers at the Fete. Thanks to CHRMC for paying this.

- As UHCA have not been able to fund raise since March 2020 a request was made for financial support from the CHMC, for assistance with the Croft House maintenance. The response from the CHMC was that we should compile quotations for the different maintenance projects for their consideration. These projects would be:
 - Replacement windows for the rear of Croft House (three quotes received and one pending).
 - Internal decorations throughout (two quotes received and one pending).
 - New front and rear fire doors. Need to check to see if the doors meet the current regulations under H and S. Action Roger to investigate.
 - Additional car park lighting.
 - New roof for the Pre-School garage (one quote pending). It is cement asbestos and needs to be disposed of correctly with Kirklees.

To avoid a delay of the proposed maintenance projects, it was decided to have an early CHMC meeting on the **Wednesday 14 July 2021**.

8. Plans for Fundraising Events

None are planned at the moment.

9. Croft House activities

- Pre-School are the only group utilising Croft House at the moment but if the “roadmap” goes to plan, other activities will start again at Croft House on May 17th. After this date social distancing will however apply, and cleaning of all areas used as described in the COVID procedures issued previously. No access to the kitchen will be allowed. These restrictions will be in place until the government guidelines say otherwise.
- The Friday afternoon time slot used by the Art Class will now be used for a Prenatal Yoga class run by Virginia 2.15 to 3.15pm. For bookings or enquiries virginia@virginiawalkeryoga.co.uk and www.virginiawalkeryoga.co.uk

10. Local & West Yorkshire Mayoral Elections

Croft House will be open for elections on the Thursday 6 May 2021. Kirklees Council have stated that the use of Croft House will be carried out in a ‘Covid safe’ way. Croft House will be closed on Friday May 7th and a full clean will take place before the return of Pre-School on Monday May 10th.

It was agreed during a visit by Kirklees Electoral Services that the Croft House kitchen will be ‘out-of-bounds’ for their staff, and that a microwave and kettle will be provided in the main storeroom. The Kirklees representatives advised that they intend to make the toilets ‘out-of-bounds’ for the public. They

will regularly clean all the touch points, and a one-way system will operate using the front and rear fire exits.

11. Hopton in Bloom

The Bloomers are working again ensuring they are socially distanced.

Meeting with Andy Goff

Roger and Matthew will liaise to order wood for a pathway from the churchyard to the Recreation Ground.

12. News from the Pre-School

As reported in (8) above, Pre-School will open for an additional two hours on Wednesday afternoon.

Rachel expressed thanks for the extra hours on a Wednesday. Pre-School propose using the additional hours after half term, when all the administrative issues are put in place, e.g., Ofsted, insurance etc.

13. News from Club.

Still opening for outside only.

14. News from St John's Church.

Sunday services resumed on May 2nd at 11.15 a.m. and Thursday morning service on May 6th at 10 a.m. all with strict Covid regulations in place.

Annual Parochial Church Meeting of The Mirfield Team Parish will be held in St Mary's Church on Sunday 23rd May 2021 in conjunction with the Joint Team Service at 9.30 a.m. There will not be a service at St John's.

Nominations are invited for the following Offices:-

Wardens, PCC Members, Synod Representatives

Nomination Forms are available from the Wardens and PCC Secretary.

15. AOB

It was suggested that we circulate a very simple A4 Newsletter informing of our plans for next year
Please send ideas to Alison and Roger.

The 200 Club Draw for April 2021

1st Prize £50, 96

2nd Prize £25, 54

3rd Prize £10. 101

All Subs have now been paid for the 200 Club for 2021 @ £15 per annum per number but if you wish to purchase a number or more numbers, please get in touch

Date of next Meeting will be on Tuesday 1st June at 7.30 possibly by Zoom