



WOMBOURNE PARISH COUNCIL

**Civic Centre Management Committee Meeting
Monday 14th November 2022
at 7pm
Council Chamber, Gravel Hill, Wombourne, WV5 9HA**

Committee Members: Councillors Barry Bond MBE (Chairman), Cheryl Davies, Mike Davies, Mark Evans, Elizabeth Keeling Dan Kinsey BEM, Claire McIlvenna, Alan Peace, John Pike, Robert Reade, Mary Roberts, Daisy Tait (Vice-Chairman)

Dear Councillor,

You are hereby summoned to the above meeting for the transaction of business as set out below.
The meeting will be held in the Council Chamber, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

Rachael Wright

Mrs Rachael Wright
Clerk to the Parish Council
9th November 2022

AGENDA

1. **Apologies** – *to note any apologies received from Councillors.*
2. **Declarations of Interest** – *Councillors are reminded of their responsibility to declare any disclosable pecuniary and personal interests they may have in any item of business on the agenda. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest, as defined by regulations made by the Secretary of State under the Localism Act 2011.*
3. **Approval of minutes from 3rd October 2022** – *to approve the minutes of the last Committee meeting.*
4. **Matters arising from the minutes of 3rd October 2022** – *to receive an update on any matters arising from the previous minutes.*
5. **Carol Concert 2022** – *to receive an update from Jon Tiley (Churches Together) in relation to this year's Carol Concert and agree actions required from Wombourne Parish Council, including the purchase of gifts from Father Christmas.*
6. **Approval of reservations** – *to approve the reservations booked since the last Committee meeting.*
7. **Till roll, lost and found and accident book** - *to review the entries.*
8. **Day Centre** – *to receive an update on the Day Centre room being used by the Senior Citizens Club, for warm spaces, and a youth café.*
9. **Security hatch and CCTV screen** – *to consider the quotations to improve the security for the Parish Council Office staff.*
10. **Soundproofing** – *to consider the quotations for soundproofing between the Members Room and Room 10.*

11. **Civic Centre car park** – *to note the comments from hirers /users of the Civic Centre in relation to the car park being full on Wednesday mornings.*
12. **Complaint regarding the bar** – *to note the complaint from a hirer regarding soft drinks and the response from Plyvine Ltd.*
13. **History Room** – *to consider the letter from Cherry Hill and to receive an update from Councillor Dan Kinsey.*
14. **New Year's Eve** – *to consider whether to increase the price of hire on New Year's Eve in 2023 and 2024.*
15. **2023 events** – *to approve the 2 events for 2023.*
16. **Correspondence** – *to discuss any correspondence for the Committee.*