



## **WOMBOURNE PARISH COUNCIL**

**Civic Centre Management Committee Meeting  
Monday 27<sup>th</sup> March 2023  
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, Alan Peace, 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  
22<sup>nd</sup> March 2023

### **AGENDA**

#### **Part 1 – open to the public**

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 6<sup>th</sup> February 2023** – *to approve the minutes of the last Committee meeting.*
4. **Matters arising from the minutes of 6<sup>th</sup> February 2023** – *to receive an update on any matters arising from the previous minutes.*
5. **Approval of reservations** – *to approve the reservations as set out.*
6. **Till roll, accident book and lost and found** – *to note the entries.*
7. **Car Park** – *to consider a method of assessing who is using the Civic Centre car park, particularly on Wednesdays (note there were 35 cars on the car park before 9am on Wednesday 22<sup>nd</sup> March 2023), as there was no positive response from Wombourne High School following the request for their students to assist in the exercise.*
8. **Roof above Goode Tutoring / Council Chamber** – *to:*
  - a. *Receive an update on the roof work*
  - b. *Note the asbestos report, and that asbestos has been found in the Boiler Room*
  - c. *Provide delegated authority to the Clerk in conjunction with the Chairman to approve a quotation for dealing with the asbestos in the Boiler Room*
  - d. *Note a survey is required for the Civic Centre building given the duty of care we owe to our tenants and quotations will be obtained for this and presented at a future meeting.*

9. **Osteopath lease** – *to note that Uzma Cerritelli is no longer sub-letting from Fiona Passey.*

10. **Correspondence** – *to discuss any correspondence for the Committee.*

## **Part 2 (private)**

Items which may be taken in absence of the Public and Press on the grounds that Exempt information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960.

11. **Exclusion of the Public and Press** - *Members are recommended to approve the following resolution:*

“That under Section 100 (A) (4) of the Local Government Act 1972 and the Public Bodies (Admission to meetings) Act 1960, the press and public be excluded from the meeting of the following items of business on the grounds that they involve the likely disclosure of exempt information.”

12. **Charity ball-** *to:*

*a. Consider the statements and emails in relation to the function.*

13. **Approved caterers-** *to:*

*a. Consider expanding the approved caterers list and to make suggestions of which caterers to approach.*