



WOMBOURNE PARISH COUNCIL

**Civic Centre Management Committee Meeting
Monday 6th February 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, 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
1st February 2023

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 14th November 2022** – *to approve the minutes of the last Committee meeting.*
4. **Matters arising from the minutes of 14th November 2022** – *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. **Day Centre** – *to consider the request to allow gentlemen from the old Day Centre club to use the space up to 5 days per week to play pool.*
8. **Roof above Goode Tutoring / Council Chamber** – *to :*
 - a. Agree the appointment of Baillie Kerr Ltd to oversee the work
 - b. Consider the report from The Garland Company UK Ltd
 - c. Consider the specification from The Garland Company UK Ltd
 - d. Consider the quotation from Integral Roofing
 - e. Agree to request that the work be split into two to deal with the roof over Goode Tutoring initially

- f. To consider the requirement for alternative accommodation for Goode Tutoring whilst the roof is taken off

9. **Windows in the Civic Centre** – *to:*

- a. Note the approval of quotation for the immediate window repairs (approved)
- b. Consider the quotation for the replacement of failed double-glazed units (to be carried out post April 2023 in line with the budget)

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