



WOMBOURNE PARISH COUNCIL

Minutes of the CIVIC CENTRE MANAGEMENT COMMITTEE MEETING

held on **Monday 14th November 2022** at 7.00pm

This meeting was held in the Council Chamber, Civic Centre, Gravel Hill, Wombourne, WV5 9HA.

Present -

Councillors: Barry Bond MBE (Chairman), Mike Davies, Mark Evans (arrived 7.13pm), Dan Kinsey BEM, Alan Peace, Mary Roberts, Daisy Tait (Vice-Chairman)

Non-Committee Members: Councillor(s): Jan Evans, Martin Perry

Absent without apologies: Councillor(s): Elizabeth Keeling

Clerk: Rachael Wright

Members of the public: John Tiley as representative from Churches Together.

58/22 – Apologies

Apologies were received from Councillors Cheryl Davies, John Pike, and Robert Reade.

59/22 – Declarations of Interest

Councillors Dan Kinsey BEM informed Members he had applied for grant funding from Wombourne and District Community Association for the shelving in the History Room as request by the Parish Council.

60/22 – Approval of minutes from 3rd October 2022

Members approved the minutes of the last meeting as being a true record of that meeting.

61/22 – Matters arising from the minutes of 3rd October 2022

None.

62/22 – Carol Concert 2022

Jon Tiley informed Members the concert for 8th December was taking shape, it would start at 6.30pm for approximately one hour, and an email had been sent to all schools in Wombourne and all community groups via Wombourne and District Community Association to see who wanted to get involved. There had been 6 interested parties so far – High Flyers, Blakeley Heath Primary School, St Benedict Biscop Primary School, Bridge Manor Care Home, United Reformed Church Choir, and the Methodist Church Choir. There was the possibility of a parade also from Friendly Faces. The programme was still to be agreed, but currently consisted of carols, Christmas songs, acting out of poems, and reading poems. Jon agreed to visit the Clerk to discuss layout and technical requirements for the evening.

Members agreed to purchase lollipops and sweets to hand out to children from Father Christmas on the evening.

63/22 – Approval of reservations

Members approved the reservations.

64/22 – Till Roll, lost and found and accident book

The documents were noted.

65/22 – Day Centre

Councillor Mark Evans informed Members he had been visiting each Tuesday where there had been 5-6 elderly gentlemen playing pool. Danielle Perkins was currently Chairman, and he would enquire with her about setting up a constitution to ensure the club was properly run.

Councillor Dan Kinsey agreed to speak to Marlene Longman to obtain an update on the warm spaces initiative. The Chairman agreed to follow up on the provision for a youth café.

66/22 – Security hatch and CCTV screen

Members approved the quotation from SGS for 2 additional CCTV screens, and the quotation from Carpvale for a security hatch noting this was a specialist job and therefore difficult to obtain quotations for, hence why only one quotation had been obtained.

67/22 – Soundproofing

Members approved the quotation from JCA Construction for soundproofing the wall between the Members Room and Room 10, and for the replacement of doors to both rooms. They agreed to the virement of funds from the renovation of the reception area to pay for the soundproofing and new doors.

68/22 – Civic Centre Car Park

Members noted the comments regarding the car park being particularly busy on Wednesday mornings and agreed to enquire with the local High School about students conducting a survey to ask users their reason for using the car park.

69/22 – Complaint regarding the bar

Members noted the complaint, and the response from Plyvine Ltd, and agreed no action was required.

70/22 – History Room

The Clerk read out a letter from Cherry Hill, daughter of the late May Griffiths thanking them for housing her mother's collection at the Civic Centre. Members agreed they were honouring the wishes of the late May Griffiths by housing her collection in the History Room and keeping it together.

Councillor Dan Kinsey informed Members the shelving he had ordered had arrived and he had started to put it up, getting a good feel for the dimensions of the room and how it would feel once completed. Items would soon be catalogued.

71/22 – New Year's Eve

Members agreed to increase the price of hire to £600 in 2023, and £700 in 2024.

72/22 – 2023 events

Members agreed to the Slice of Summer Dinner Dance and the Holly Jolly Christmas Party Dinner Dance in 2023 as set out by the Clerk.

73/22 – Correspondence

None.

The meeting closed at 7.49pm.

Signed:

Dated: