



## **WOMBOURNE PARISH COUNCIL**

### **Minutes of the CIVIC CENTRE MANAGEMENT COMMITTEE MEETING**

held on **Monday 18<sup>th</sup> July 2022** at 6.00pm

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, Dan Kinsey, Alan Peace, John Pike, Robert Reade, Mary Roberts.

**Non-Committee Members:** Councillor(s): N/A

**Absent without apologies:** Councillor(s): N/A

**Clerk:** Rachael Wright

#### **18/22 – Apologies**

Apologies were received from Councillors Cheryl Davies, Elizabeth Keeling, Claire McIlvenna, and Daisy Tait.

#### **19/22 – Declarations of Interest**

None.

#### **20/22 – Appointment of Vice-Chairman**

Councillor Dan Kinsey nominated Councillor Daisy Tait to be Vice-Chairman for 2022/2023. Councillor John Pike seconded the proposal, and all Members were in favour.

It was **RESOLVED** that Councillor Daisy Tait be elected Vice-Chairman for 2022/2023.

#### **21/22 – Approval of minutes from 21<sup>st</sup> February 2022**

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

#### **22/22 – Matters arising from 21<sup>st</sup> February 2022**

10/22 – The Clerk confirmed around 100 people attended the wedding fayre, whilst we didn't receive any direct bookings, our approved suppliers received some enquiries. There was very good feedback on social media about the event.

11/22 – Councillor Mark Evans informed Members the knitting club were using the Day Centre on Wednesdays now with permission from the Day Centre club.

#### **23/22 – Approval of Reservations**

The reservations were approved as set out.

### **24/22 – Table linen service**

- a) Members noted Kate Thomas was no longer providing the service, and Linda Bettelley had taken over.
- b) Members agreed for the Clerk to negotiate up to £7 per cloth, ideally £6.50 as that is what is charged for their hire.

### **25/22 – Goode Tutoring**

Members noted that the lease still hadn't been agreed, but was in hand, and agreed permission for Goode Tutoring to have access to the offices to decorate in preparation for taking on the lease, subject to them returning the keys on a daily basis.

### **26/22 – Smallbrook Room**

Members agreed to the proposal from Cassie Judd for use of the Smallbrook Room for £250 per month to begin with immediate effect.

### **27/22 – History Room**

Councillor Dan Kinsey informed Members he had spent a considerable amount of time in the room recently working through the items in there to produce an index and to assess the amount of storage required to make the room workable.

He put forward the following proposals:

1. Parish Council items
  - i. Wombourne Parish Council formulates a policy whereby photos of former Chairmen and group photos go into photo albums as an historical record after an agreed duration of public display.
  - ii. Agree similar for appropriate pictures of specific local interest.
  - iii. Seisdon Rural District Council Chairmen – offer to South Staffordshire District Council as the successor authority. If retained by Wombourne Parish Council, to place in photo album as an historical record and seek cost of doing so from South Staffordshire District Council.
  - iv. Approve principle of removal and disposal of other items noted in this section, including any cabinets as necessary.
2. General items to remove
  - i. Approve principle of removal of the items as follows:
    - a. Temporary wooden shelving brought in by David Taylor.
    - b. Chairs. Six chairs of differing sorts in the room. Proposed to retain 2 blue chairs as most appropriate.
    - c. Empty boxes and old electrical equipment of no value (old printer and recording equipment no longer of use), broken lectern and assorted magazines of very general and nonspecific interest.
    - d. Bread pallets, etc once emptied of contents.
3. To do
  - i. Approve replacement of radiators with appropriate smaller unit to enable better use of room space for storage.
  - ii. To approve application for initial appropriate shelving (8 units of H180cm x L90cm x W40cm) and sundries such as bookends and storage boxes as necessary, costing c£238-300, from WDCA specifically for use in the archive room to be applied for by either WPC or appropriate group. Cost is for purchase of items only, construction to be undertaken by Cllr Kinsey.

4. Issues and Options

- i. Approve Cllr Kinsey to undertake non-binding discussions with the interested parties to establish how a formal arrangement and agreement may be reached, with a formal proposal to be made to this committee in due course.

Members agreed to the proposals, subject to enquiries being made at the Community Centre about racking previously purchased to store items. Councillor Barry Bond MBE asked to be involved in non-binding discussions as set out in proposal 4.

**28/22 – Christmas Jingle and Mingle**

Members considered a report from the Clerk for holding another Dinner Dance at Christmas, to be called a Christmas Jingle and Mingle, following the success of the Dinner Dance held for Her Majesty’s Platinum Jubilee. The Jingle and Mingle would be held on Friday 2<sup>nd</sup> December from 7pm to 1am, with Plyvine providing a 3-course meal, Inspiration Drive performing for one hour and fifteen minutes, and Paul Maddox providing a disco from 11.15pm to 1am. An early bird price of £33pp could be offered for tickets purchased before the end of September, £35pp otherwise or tables of 8 for £262.

Councillor Dan Kinsey proposed the Jingle and Mingle should go ahead as set out, Councillor Mary Roberts seconded the proposal, and all Members were in favour.

It was RESOLVED to hold a Christmas Jingle and Mingle on Friday 2<sup>nd</sup> December 2022.

**The meeting closed at 6.36pm.**

**Signed:** .....

**Dated:** .....