



## **WOMBOURNE PARISH COUNCIL**

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

held on **Monday 27<sup>th</sup> March 2023** 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, Dan Kinsey BEM, Robert Reade, Daisy Tait (Vice-Chairman)

**Non-Committee Members:** Councillor(s): Martin Perry

**Absent without apologies:** Councillor(s): Cheryl Davies and Elizabeth Keeling

**Acting Clerk:** Judy Vasiljevic

#### **11/23 – Apologies**

Apologies were received from Councillors Alan Peace and Mary Roberts.

#### **12/23 – Declarations of Interest**

None.

#### **13/23 – Approval of minutes from 6<sup>th</sup> February 2023**

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

#### **14/23 – Matters arising from the minutes of 6<sup>th</sup> February 2023**

None

#### **15/23 – Approval of reservations**

Members approved the reservations.

#### **16/23 – Till Roll, lost and found and accident book**

The documents were noted.

#### **17/23 – Car Park**

Members discussed what method could be used to assess who is using the Civic Centre car park as no positive response had been received from Wombourne High School regarding the completion of a survey. Members agreed to consider paying someone during the summer, possibly a student, to undertake a survey and the Clerk noted to review this again later in the year.

**18/23 – Roof above Goode Tutoring / Council Chamber**

- a) The Clerk informed Members that the roof work was progressing and Alistair Baillie, of Baillie Kerr Ltd had met with the roofer today to inspect work to date.
- b) Members noted the asbestos report and that asbestos had been found in the Boiler Room. The Clerk informed Members that quotations were awaited from 3 companies for work required to remove or encapsulate the asbestos.
- c) Members agreed to delegate authority to the Clerk in conjunction with the Chairman to approve a quotation for dealing with the asbestos in the Boiler Room with the most cost-effective method to be considered.
- d) Members noted that a survey is required for the Civic Centre building given the duty of care owed to our tenants and quotations for this would be obtained and presented at a future meeting.

**19/23 – Osteopath lease**

Members noted that Uzma Cerritelli is no longer sub-letting from Fiona Passey.

**20/23 – Correspondence**

None

**21/23 – Exclusion of the Public and Press**

It was **RESOLVED** 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.

**22/23 – Charity Ball**

- a) Members discussed the statements and emails in relation to the function and agreed not to pursue the matter further.

**23/23 – Approved caterers**

- a) Members discussed expanding the approved caterers list and agreed this was a good idea and for the Clerk to approach other suitable businesses to apply.

**The meeting closed at 7.38pm.**

**Signed:** .....

**Dated:** .....