



WOMBOURNE PARISH COUNCIL

Minutes of the CIVIC CENTRE MANAGEMENT COMMITTEE MEETING

held on **Monday 6th February 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 (arrived 7.14pm), Mark Evans Dan Kinsey BEM, Alan Peace, Daisy Tait (Vice-Chairman)

Non-Committee Members: Councillor(s): Vince Merrick and Martin Perry

Absent without apologies: Councillor(s): Elizabeth Keeling

Clerk: Rachael Wright

01/23 – Apologies

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

02/23 – Declarations of Interest

None.

03/23 – Approval of minutes from 14th November 2022

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

04/23 – Matters arising from the minutes of 14th November 2022

62/22 – Members asked the Clerk to write to Jon Tiley to thank him for his efforts in organising such a wonderful Carol Concert. It's one of the only times Members had seen so much interest in the event, and so much variety in the performances.

68/22 – Members asked the Clerk to follow up with Wombourne High School in relation to conducting a survey of the Civic Centre car park.

05/23 – Approval of reservations

Members approved the reservations.

06/23 – Till Roll, lost and found and accident book

The documents were noted.

07/23 – Day Centre

Members agreed to open up the Day Centre to the gentlemen playing pool up to 5 days per week during office hours only.

08/23 – Roof above Goode Tutoring / Council Chamber

- a) Members agreed to the appointment of Baillie Kerr Ltd to oversee the work
- b) Members noted the report from The Garland Company UK setting out the work required
- c) Members noted the specification from The Garland Company UK and noted their wish for Baillie Kerr Ltd to go through to ensure it accurately represented the work required
- d) Members considered the quotation from Integral Roofing for £76,789. Members were reminded that they budgeted 75% of the costs in order to repair section 1 of the roof as per the report from The Garland Company UK (i.e. the section above Goode Tutoring only) following discussions with Baillie Kerr. It was noted under Financial Regulations, Section 11 (Contracts) that the quotation could be accepted under a iv as a continuation of the programme of work to the Civic Centre roof. Baillie Kerr had provided feedback on the quality of work provided by Integral Roofing, and their integrity as a business. Councillor Dan Kinsey BEM proposed that Integral Roofing should be appointed to carry out the work. Councillor Daisy Tait seconded the proposition, and all Members were in favour.
- e) Members agreed as per the budget, the work to the roof be split into two with the work above Goode Tutoring being dealt with in the current financial year, and the work above the Council Chamber being dealt with in 2024/2025 budget.
- f) Members agreed to consider alternative accommodation for Goode Tutoring once they were aware of how long the disruption may take.

09/23 – Windows in the Civic Centre

- a) Members noted the approval of the quotation for immediate window repairs as set out in the recent budget.
- b) Members approved the quotation from Carpvale for £2066 to deal with 14 x defective windows as set out in the 2023/2024 budget.

10/23 – Correspondence

None

The meeting closed at 7.29pm.

Signed:

Dated: