



## **WOMBOURNE PARISH COUNCIL**

### **Finance and General Purposes Committee Meeting Monday 28<sup>th</sup> March 2022 at 7pm**

Committee Members: Councillors Barry Bond, Cheryl Davies, Mike Davies (Vice-Chairman), Mark Evans, Dan Kinsey, Vince Merrick, Martin Perry, John Pike, Robert Reade, Mary Roberts (Chairman), Daisy Tait

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  
22<sup>nd</sup> March 2022

## **AGENDA**

### **Part 1 – open to the public**

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 last Committee Meeting minutes from 28<sup>th</sup> February 2022** – *to approve the minutes of the last meeting.*
4. **Matters arising from 28<sup>th</sup> February 2022** – *to review the previous minutes and take forward any matters arising.*
5. **Queen’s Platinum Jubilee** – *to receive an update and agree the following:*
  - a. **Concert on Friday 3<sup>rd</sup> June 2022 from 1pm to 8pm (Dangerous Sheep Ltd to attend meeting).**
    - i. *Site set up from 6.30am*
    - ii. *Running order of the acts*
    - iii. *Filler acts to include welcome from Chairman of the Parish Council and National Anthem, as well as fancy dress competition for local school children, and reading memories from Queen’s accession to the throne, to be organised by Dangerous Sheep Ltd*
    - iv. *Site layout including request from Dangerous Sheep Ltd to sell red, white, and blue items on the day*
    - v. *Food stalls (Bryan Shear’s Burger van, 1 x Indian cuisine, 1 x Caribbean cuisine, 1 x Pizza Oven, 1 x sweets, candy floss, 1 x Thomas Ices Ice Cream van)*
    - vi. *Bar (inside and out, with the sale of cask ales)*
    - vii. *First aid provision by Tactical Services*
    - viii. *Insurance (quotation from Zurich of £452.25 + IPT for £10m cover for one day for up to 3000 people in attendance)*
    - ix. *Invite the WW11 re-enactors to locate their tanks and volunteers on the staff car park for the day*
    - x. *Activities for children - consideration for fair in village centre (organised by retailers), and a couple lower key activities at Civic Centre (face painting, circus skills workshops, any others) which will not distract from or cause too much noise during the concert*

xi. *A Sub Committee (to include non-Council Members) to agree roles and responsibilities for the day, and to meet regularly between now and the event to ensure its smooth running.*

xii. *Grant funding.*

**b. Dinner dance on Saturday 4<sup>th</sup> June 2022**

i. *Advertisement will go out and tickets on sale early / mid-April.*

**c. Stay at home garden party on Sunday 5<sup>th</sup> June 2022**

i. *Advertisement will go out early / mid-April.*

**d. Competition for local school children**

i. *Advertisement will go out early / mid-April with closing date of Friday 6<sup>th</sup> May so that entries can be judged at Annual Meeting of the Parish Council on 9<sup>th</sup> May 2022.*

6. **Virements** – *to agree which budgets need attention before year end.*

7. **Sanitary waste** – *to agree to move the contract to Cathedral Waste.*

8. **High Street Recovery and Rejuvenation** – *to reflect on the last High Street event and wrap up the Sub-Committee.*

9. **Newsletter** – *to agree a working group to begin working on a newsletter as previously agreed by the Committee.*

## **Part 2 (private)**

Items which may be taken in absence of the Public and Press on the grounds that Exempt information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960.

10. **Exclusion of the Public and Press** - *Members are recommended to approve the following resolution:*

*“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.”*

**11. Staffing** – *to note / agree the following:*

- a. Appointment of Sam Berry in Administrative Assistant position from 6<sup>th</sup> April 2022
- b. Staff appraisals to be conducted end of summer rather than March when it is a quieter time for the Clerk.
- c. The National Joint Council (NJC) for local government services has agreed the new rate of pay (an increase of 1.75%) to be backdated to 1 April 2021 for NJC pay scales.
- d. Salary increases from 1<sup>st</sup> April 2022.