



## **WOMBOURNE PARISH COUNCIL**

### **Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING**

held on **Monday 28<sup>th</sup> March 2022** at 7.00pm

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

#### **Present – Committee Members-**

Councillors: Barry Bond MBE, Mike Davies (Vice-Chairman), Jan Evans, Vince Merrick, Martin Perry, John Pike, Robert Reade, Daisy Tait.

#### **Present – Non-Committee Members- N/A**

#### **Absent without apologies – N/A**

**Present** – Kevin Taylor and Michelle Taylor from Dangerous Sheep Ltd for items 15/22 through to 19/22 only.

**Clerk** – Rachael Wright

Councillor Mike Davies, Vice-Chairman of the Committee chaired the meeting. He welcomed Councillor Jan Evans to her first meeting following her election to the Parish Council last week.

#### **15/22 – Apologies**

Apologies were received from Councillor Cheryl Davies, Mark Evans, Dan Kinsey and Mary Roberts.

#### **16/22 – Declarations of Interest**

None.

#### **17/22 – Approval of last Committee Meeting minutes from 28<sup>th</sup> February 2022**

Members approved the minutes of the last meeting.

#### **18/22 – Matters arising from 28<sup>th</sup> February 2022**

None.

#### **19/22 – Queen’s Platinum Jubilee**

Councillor Mike Davies welcomed Kevin and Michelle Taylor to the meeting, he explained to Members they were representing Dangerous Sheep Ltd who would be providing the staging and PA system for the Jubilee concert. Kevin and Michelle explained their business was set up around 18 months ago, and they had provided staging for other Parish Council’s in South Staffordshire for Christmas Light Switch on events. They explained the stage would be set up 3m away from the rear doors, with security fencing around it.

##### **a) Concert on Friday 3<sup>rd</sup> June 2022 from 1pm to 8pm**

Members agreed the following:

- i. Set up from 6.30am – 7.00am, any work before 8am will be quiet work. Sound checks will take place from midday.
- ii. National Anthem and welcome from the Chairman to the Parish Council, then The Magpie Café, Bluebird Belles, 15 minute interaction with crowd, The Reggulites, The Rock Choir, another session for interaction with the crowd to

- include reading memories from the Queen's ascension, The Bhangra Smash up and close with Inspiration Drive and National Anthem again.
- iii. Filler acts to include welcome from Chairman of the Parish Council and Nation Anthem, fancy dress competition from local schools and reading memories from the Queen's accession to the throne.
  - iv. Dangerous Sheep Ltd to have a stall to sell red, white and blue items including flags, bowler hats, glow sticks etc.
  - v. Bryan Shear's food stall (burgers / chips) confirmed, Thomas Ices confirmed, and Dangerous Sheep to book in Indian, Caribbean, Pizza oven, sweet and candy floss machine.
  - vi. Bar to be provided inside and out by Plyvine Ltd (to include cask ales).
  - vii. Tactical Services to provide first aid provision for the day.
  - viii. Insurance via Finch Insurance Brokers (company the Carnival Committee use) for £289 (compared with Zurich Insurance for £452).
  - ix. Chairman of the Council, Councillor Dan Kinsey to invite the WW11 re-enactors to use staff car parking for the day.
  - x. Retailers in the village to invite fair that usually attend the Christmas light switch on if they wish, and Wombourne Parish Council to invite children and adult (festival) face painter at a cost of £280 for childrens and £310 for adults from 12.30pm to 6.30pm with a small fee to the customer. Shaun Mansfield has offered to attend to perform magic tricks, and Goode Tutoring have agreed to open on the day to hold workshops for children in lieu of a donation to charity.
  - xi. A working group to be set up to include non Council members. Members of the Committee to let the Clerk know if they wish to take part.
  - xii. Grant funding still going through, there should be an update at the next meeting.
- b) Dinner dance on Saturday 4<sup>th</sup> June 2022**
- i. Members noted the 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. Members noted the advertisement will go out early / mid April.
- d) Competition for local school children**
- i. Members noted the advertisement will go out early / mid April with closing date of Friday 6<sup>th</sup> May.

### **20/22 – Virements**

Members agreed virements from unspent / underspent budget headings to any that were significantly overspent once the final invoices had been received for the financial year, but particularly, Civic Centre water rates, Civic Centre gas, Hanging baskets and plants, paint, Sanitary waste, refurbishment of toilet, public toilet repairs, and contingencies.

### **21/22 – Sanitary waste**

Members agreed once the contract with PHS was up, to move to Cathedral Waste for a saving of £71.19 per annum.

### **22/22 – High Street Recovery and Rejuvenation**

Councillor Tait informed Members she was pleased with how the event on Saturday 26<sup>th</sup> March went, albeit the crowd levels didn't seem as high as previous years, Mothering Sunday the following day and the fact that the weather was fine may be contributed to that. The feedback however, in the village centre and Common Road was excellent, as well as positive comments on social media.

**23/22 – Newsletter**

Members agreed to a working group being set up to begin working on a newsletter for the Parish Council. Anyone interested in being on the working group should email the Clerk.

**24/22 – 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.

**25/22 – Staffing**

**Members agreed the following:**

- a) The appointment of Sam Berry as Administrative Assistant with effect from 6<sup>th</sup> April 2022.
- b) Staff appraisals being carried out at the end of the summer rather than March.
- c) National Joint Council (NJC) salary increase of 1.75% to be backdated to 1<sup>st</sup> April 2021 for staff on NJC paycales.
- d) Salary increases as noted in the confidential report.

**The meeting closed at 7.45pm.**

**Signed:** .....

**Dated:** .....