



## **WOMBOURNE PARISH COUNCIL**

**Civic Centre Management Committee Meeting  
Monday 10<sup>th</sup> February 2025  
at 7pm  
Council Chamber, Gravel Hill, Wombourne, WV5 9HA**

Committee Members: Councillors Barry Bond MBE, Mark Evans, Dan Kinsey BEM (Chairman), Vince Merrick, Daisy Perry (Vice-Chairman), Martin Perry, Matt Powell, Mary Roberts, Ian Sadler

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  
30<sup>th</sup> January 2025

### **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 minutes from 11<sup>th</sup> November 2024** – *to approve the minutes of the last Committee meeting*
4. **Matters arising from the minutes of 11<sup>th</sup> November 2024** – *to receive an update on any matters arising from the previous minutes*
5. **Update on reservations** – *to note the list*
6. **Till roll, accident book and lost and found** – *to note the entries*
7. **Windows in Wombourne Civic Centre** – *to:*
  - a) *receive the report from Marwood Surveyors*
  - b) *note Marwood Surveyors have been engaged to seek 3 quotations (cost of £725) and we will appoint the one recommended by them (update to be given Chairman and Vice-Chairman)*
  - c) *note Marwood Surveyors have been engaged to project manage the repairs (contract sum up to £10k – 15% of value, contract sum £11k-£15k – 12.5% of value, contract sum £16k-20k+ - 10% of value)*

8. **Energy Survey** – *to note the survey*
9. **Warm Hub** – *to consider whether to allow an extension of the use of the Day Centre past March, if requested*
10. **Offer to display paintings in Brook Room** – *to consider the offer from Graham Harnell to display his paintings of local scenes in our Brook Room*
11. **Planning Application** – *to agree a Committee response the planning application 24/01101/COU for Change of use and extension of former Barclays Bank building to a restaurant, bar and takeaway at Barclays Bank site. Note that comments need to be submitted to Mrs S Berry by 19<sup>th</sup> February 2025*

## **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.

12. **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.”

13. **Approved caterer** – *to consider the request from Mrs B's Kitchen (15% commission payable for each function)*
14. **Lease** – *to consider the request from Fuel Bank Foundation, including an annual rental*
15. **Item of interest found** – *to note the finding and agree whether the hirer can return for a future booking*
16. **Covenant** – *to note the request, consider the advice and agree an outcome*