

Minutes of the Management Committee
held at the Perton Civic Centre on
Tuesday 4th December 2018 @ 7.00pm

Present:

Mrs R A Heseltine [Chairman]

Mrs P Allen

AA Bourke

PE Davis

Mrs A James

RE Moreton

R Simonds

Also present: Becky Hodgetts – Parish Clerk

M24/18 **Apologies**

No apologies.

M25/18 **Declaration of Pecuniary and Other Interests and dispensation requests**

None received.

M26/18 **Minutes**

Resolved that the minutes of the meetings held on 19th September and 10th October, having previously been distributed were confirmed as a true and accurate record, and signed by the Chairman.

M27/18 **Management report**

The following information was noted.

- Gents toilets pipework blocked - plumber required
- Termination notice given to Cannon for Hygiene Services. Current annual cost £412 reduced to £175 with new provider. Cannot take effect until June 2019 due to 90 days termination notice required
- Use of LSH by Parish Council on a Sunday
Minutes dated June 1993 state 12 Sundays reserved for PPC
Minutes dated November 2000 PCF has an agreement for 50 weeks of the year
- New Heating boilers - 5 year warranty is the maximum that is available from the manufacturer
- Personal alarms purchased for outdoor staff working alone
- Occupational Health referral appointment booked 7th December 2018

M28/18 **Family Film**

49 people attended the showing. The total loss was approximately £240. **Resolved** It is with regret that the council will not show any more family films.

M29/18 **Civic Centre Promotion**

The Parish Council has been given a digital photo frame, a draft display was given to the members. **Resolved** to install the photo frame on the wall. Clerk to investigate if the revolving information can be embedded into the website

M30/18 **Gas Contract Renewal**

Resolved Clerk to accept the quotation for extending the gas contract to fall in line with the Electricity contract renewal (January 2023). The new rate for gas of 3.8796p kwh will commence on 12th October 2020.

- M31/18 **Stage Curtains**
It is noted that the stage backdrop curtains are in need of repair/replacement. A quote has been obtained for Velvet at a cost of £4354.80 + VAT and the alternative Twill fabric which would cost £2767 + VAT. It was felt that Twill would be the preferred option due to cost. **Resolved** Members to assess the damage and see if repairs are feasible. Clerk to look for alternative quotes and any funding opportunities.
- M32/18 **Panic Buttons Civic Centre**
The cost to install 2 portable Radio Personal Attack handsets linked to the Centre alarm system would be £457 + VAT if only 1 handset was provided it could be reduced by £95. Another option could be to provide additional personal alarms to the civic centre staff. **Resolved** that the Clerk to speak to the Police to see if they have any recommendations before any further decision is made.
- M33/18 **Lakeside Hall/ Terry Harding Room floor maintenance**
Resolved the floors do not require any maintenance at present.
- M34/18 **Civic Centre Legionella Assessment**
A legionella assessment is required to comply with health and safety legislation for a public building. Quotes received for £280 + vat and £405 + vat. **Resolved** to accept the quotation for £280.
- M35/18 **Date and Time of next meetings**
Wednesday 19th February 2019 at 7.00pm

Meeting closed at 7.43pm

Chairman

Date