



# PERTON PARISH COUNCIL

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Our ref: BH/am/50d

*Becky Hodgetts*  
PARISH CLERK

21<sup>st</sup> November 2019

## MEMBERS OF THE MANAGEMENT COMMITTEE

Dear Sir/Madam,

You are invited to a meeting of the Management Committee to be held in the Boardroom, Perton Civic Centre on Wednesday 27<sup>th</sup> November 2019 at 7.00pm.

Yours faithfully

**Becky Hodgetts**  
Clerk to the Parish Council

## AGENDA

- |        |   |               |
|--------|---|---------------|
| M20/19 | Apologies   | - Decision    |
| M21/19 | Declaration of Disclosable Pecuniary Interests and dispensation requests          | - Decision    |
| M22/19 | Minutes of the Meeting held on 18 <sup>th</sup> September 2019 (attached)         | - Decision    |
| M23/19 | Management report (to follow)   | - Information |
| M24/19 | Purchase of new laptop  | - Decision    |
| M24/19 | Health & Safety   |               |
|        | a) Legionella update & training quotation   | - Decision    |
|        | b) Evac Chair – quotation   | - Decision    |
|        | c) First Aid Training - quotation   | - Decision    |
| M25/19 | Civic Centre Refurbishment  |               |
|        | a) Lighting upgrade – Civic Centre  | - Decision    |
|        | b) Stage side ‘blacks’ – update on new and disposal of old                        | - Decision    |
|        | c) Budget for purchase of necessary equipment, e.g tools, storage & kitchen items | - Decision    |
| M26/19 | Staffing  |               |
|        | a) Assistant Clerk - accrued time off in Lieu                                     | - Decision    |
|        | b) Salary review Civic Centre staff   | - Decision    |
| M27/19 | Date and time of next meeting – 19 <sup>th</sup> February 2020                    | - Decision    |

The Perton Civic Centre, Church Road, Coleridge Drive, Perton, Wolverhampton WV6 7PD

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