

# PERTON PARISH COUNCIL

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## Minutes of the meeting of Perton Parish Council, Management Committee held remotely on Thursday 7<sup>th</sup> May 2020 at 6pm

**Present:** Councillors Mrs R Heseltine (Chairman), Mrs P Allen, AA Bourke, N Caine, P Davis & D Glynn

**Also present:** Parish Clerk Mrs B Hodgetts  
Admin Assistant Mrs L Higgins

M01/20 **APOLOGIES FOR ABSENCE**

Apologies received and accepted from Cllr Mrs B Walters.

M02/20 **DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

None received

M03/20 **MANAGEMENT REPORT**

- A Caretaker is visiting the centre on a daily basis to ensure there are no issues.
- Pigeons are nesting in the venting ducts of the Lakeside Hall. Caretakers to investigate.
- Caretakers started sanding down the nursery corridor before lockdown.
- The waste collection has been suspended until a return to work is agreed.
- The toilets and sinks are being flushed through twice a week and Legionella testing was completed for April, following social distancing guidelines.

M04/20 **CIVIC CENTRE REFURBISHMENT**

- a) Removal of the false ceiling in the foyer was discussed. Three quotes have been received £5,550 (no v.a.t), £9,000 (no v.a.t).and £15,678 (plus v.a.t.) Following discussion and a vote it was **Resolved** to accept the quote for £5,550 with MGD Solutions. This work to commence as soon as practical while the centre is closed.  
Cllr P Davis was not in favour of this work being carried out and felt the floor in the foyer was a more important.
- b) Decorating of the Civic Centre. **Resolved** unanimously to have a rolling programme of maintenance while the Centre is closed to the public.
- c) The suspended ceiling in the Ken Bott room is bowed where one of the strip lights is mounted. **Resolved** to approach a builder for a diagnosis of the problem.

M05/20 **STAFFING**

**Resolved** that the Civic centre caretakers and cleaner return to work to complete the agreed programme of maintenance at the Civic Centre, also the litter wardens to return to work, as long as they are able to. All staff members must follow social distancing guidelines. The clerk will visit periodically to ensure there are no issues.

The office staff to continue to work from home until further notice. All staff will be removed from the furlough scheme.

The Clerk has been in contact with John Ellis Health and Safety Consultants to organise risk assessments. The clerk to pursue.

M06/20 **ANY OTHER BUSINESS**

A proposed revised budget had been forwarded to the Management Committee prior to the meeting for reference.

Arrangements will need to be considered when customers return to the centre. Confidence and flexibility will be required.

Cllr Mrs P Allen wanted to thank the office staff for carrying on under very difficult circumstances. The clerk has also been supporting the Community Hub.

M07/20 A date and time of next meeting to be decided as and when it is required.

Meeting closed at 6.53pm

**Chairman:**

**Date:**