**AGENDA**

30th January 2020

**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 5th February 2020 at7.00pm.  
  
Yours faithfully

B Hodgetts

**Becky Hodgetts**

**Clerk to the Parish Council**

M29/19 Apologies Decision

M30/19 Declaration of Disclosable Pecuniary Interests and dispensation requests Decision

M31/19 Minutes of the Meeting held on 27th November 2019 (attached) Decision

M32/19 Management report (to follow) Information

M33/19 Annual Review of Room hire rates Decision

M34/19 Use of kitchen for cooking courses Decision

M35/19 Civic Centre – emergency Rest Centre update Decision

M36/19 Smoking/vaping policy Decision

M37/19 Health & Safety

1. Evac Chair – quotation Decision
2. Legionella update Information
3. First Aid Training – update Information

M38/19 Civic Centre Refurbishment

1. Foyer Decision
2. Foyer floor Decision
3. Clerks Office Decision
4. Reception office Decision
5. Additional CCTV foyer Decision

M39/19 Civic Centre emergency access – review of procedure Decision

M40/19 Staffing – Relief caretaker requirements Decision

M40/19 Date and time of next meeting – to be confirmed Decision