# **Minutes of the meeting of Perton Parish Council**

# **Management Committee held on Wednesday 29th January 2025 7.00pm**

## **Present:**

Councillors: Mrs P Allen, Mrs S Beardsmore, N Caine, P Davis, K Elder, C Evans, D Glynn, Mrs R Heseltine (Chairman), Mrs A James and Mrs B Walters.

Parish Clerk: Mrs B Hodgetts

## M12/24 - APOLOGIES FOR ABSENCE

No apologies required

## M13/24 - DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS AND APPROVE DISPENSATION REQUESTS

Declarations of interests s were received from the following:

M15 c) & e) Hire Charges - Councillors P Davis, D Glynn, Mrs R Heseltine (pecuniary interest)

M15 c) Hire charges - Councillors Mrs P Allen Mrs B Walters (pecuniary Interest)

Dispensations were received and approved as per declarations above for the length of term.

## M14/24 - MINUTES

**Resolved** that the minutes of the Management Committee meeting held on 30th October2024 were a true and correct record.

## M15/24 – CIVIC CENTRE

1. Management report

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| * The majority of lights have been changed to LED
 |
| * Annual fire extinguisher check completed
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| * Boiler house repairs completed
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| * Stage fire doors have been repaired
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| * Airman’s lounge woodwork painted
 |
| * Booking forms amended as per Fire risk assessment
 |
| * Door lock onto flat roof from New room changed to a thumb turn
 |
| * Header tank removed from loft space
 |
| * Nursery toilets removed along with sinks to create storage area
 |
| * Wifi link installed for the solar power at rear of stage
 |
| * Drinks machines due to be removed in February
 |
| * New water boiler purchased for the kitchen, also smaller one purchased for the Council Chamber.
 |

b) Several lift issues were identified during the latest inspection, and quotes have been received. It was resolved to proceed with the purchase of a rubber isolation mat and the replacement of two buffers in the lift pit. The committee agreed that the autodialler was not necessary at this time. The Clerk also explained that the front auto door mechanism is obsolete therefore obtaining parts may be a problem going forward. A quote for £2725 has been received for replacement.

c) Hire charges were reviewed. **Resolved** the following recommendations be made to Full Council:

1. weekly hire – no change
2. Concessionary hire – no change
3. Kitchen – no change
4. Lakeside Church – no change currently in a 3 year LTA due to finish end of March 2027
5. Refundable deposits – no change

**Councillors with a dispensation did not vote on this item**

d) Opening the Lakeside Hall on Sundays was discussed. It was **Resolved** that the hall could be hired from 2pm at the discretion of the Clerk.

e) The proposal for Jam Youth Theatre to hire the hall from Thursday to Sunday (inclusive) each year was discussed. **Resolved** that they can organise their annual show in July but all other events would need to be considered on an individual basis.

**Councillors with a dispensation did not vote on this item**

## M16/24 – POLICIES

1. No smoking and E-cigarette policy – **Resolved** no amendments be recommended to Full Council
2. Asset recording/disposal – **Resolved** no amendments be recommended to Full Council

## M17/24 – RISK ASSESSMENTS

The completed risk assessment were considered. There was discussion on the Lone Worker assessment and how the staff can be protected. It was agreed to contact Staffordshire Police Crime Reduction Officer for some guidance. **Resolved** to recommend adoption of the risk assessments to Full Council.

## M18/24 - DATE AND TIME OF NEXT MEETING – Wednesday 23rd April 2025 at 7.00pm.

**Meeting closed at 7.55pm**

Signed ………………………………………………………………… Date: ………………………………………

Chairman