



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

17 February 2022

Dear Councillor

I write to summon you to the **Meeting of the Library Sub Committee** to be held at the Library Building on **Wednesday 23rd February 2022 at 6.00 pm.**

All persons must wear a face covering unless medically exempt when entering the Guildhall building and in communal areas. Councillors can remove face covering once seated, members of the public and press are to continue wearing a face covering.

Prior to attending Town Council meetings please review the Library Covid-19 Risk Assessment here: <https://modern.saltash.gov.uk/documents/s3357/2022-01-27%20Library%20RA.pdf>

We ask everyone to respect each other's space and to consider their own unique circumstances before attending Town Council meetings. Please do not attend if you feel unwell or tested positive for Covid-19.

The meeting is open to the public and press. Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email enquiries@saltash.gov.uk

Yours sincerely,

S Burrows
Acting Town Clerk

To Councillors:

R Bickford R Bullock J Dent (Chairman) S Martin J Peggs B Samuels P Samuels D Yates (Vice-Chairman)		All other Councillors for information.
--	--	--

Agenda

1. Health and Safety Announcements
2. Apologies.
3. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

5. To receive and approve the minutes of the Library Sub Committee held on Thursday 9th December 2021 as a true and correct record. (Pages 4 - 9)
6. To consider Risk Management reports as may be received.
7. Finance and Budget. (Page 10)
8. To receive and note a report from the Library Hub and consider any actions and associated expenditure. (Page 11)
9. To receive a report to purchase an advertising TV and consider any actions and associated expenditure. (Page 12)
10. To receive and consider approving the movable time line six week plan to hold a temporary Library Service at Isambard House. (Page 13)
11. To receive and consider approving the temporary Library layout at Isambard House. (Page 14)
12. To receive a verbal report from the initial meeting with Bailey Partnership and consider any actions and associated expenditure.
13. To receive a priority list of Library refurbishment works and consider any actions and associated expenditure.
14. Public Bodies (Admission to Meetings) Act 1960:
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

15. To consider any items referred from the main part of the agenda.
16. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
17. To consider urgent non-financial items at the discretion of the Chairman.
18. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: To be confirmed.