



Saltash Town Council

Konsel An Dre Essa



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

7 June 2023

Dear Councillor

I write to summon you to the meeting of **Library Sub Committee** to be held at the Guildhall on **Tuesday 13th June 2023 at 6.30 pm.**

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 by **12 noon the day before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX. Please provide your full name and indicate if you will be present at the meeting.

Yours sincerely,

S Burrows
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
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Agenda

1. To elect a Chairman.
2. To elect a Vice Chairman.
3. Health and Safety Announcements.
4. Apologies.
5. 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. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
6. 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 Town Council must do so by 12 noon the day before the meeting.
7. To consider Health and Safety reports as may be received.
8. To receive and approve the minutes of the Library Sub Committee held on Thursday 19th January 2023 as a true and correct record. (Page 4)
9. To consider Risk Management reports as may be received.
10. To receive the Library Sub Committee budget statement and consider any actions and associated expenditure. (Page 5)
11. To ratify the submission of the Neighbourhood Funding Application and consider any actions and associated expenditure. (Pages 6 - 7)
12. To receive quotes to undertake work to the main entrance doors and consider any actions and associated expenditure. (Pages 8 - 17)
13. To receive a report from the Community Hub Team Leader and consider any actions or associated expenditure. (Pages 18 - 19)
14. To receive an update on the Library Planning Application and consider any actions and associated expenditure.
15. To receive the Library Tender Pack and consider any actions and associated expenditure. (Pages 20 - 41)
16. To receive a report on the Library move and reduced Service and consider any actions and associated expenditure. (Pages 42 - 43)

17. 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.
18. To consider any items referred from the main part of the agenda.
19. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
20. To consider urgent non-financial items at the discretion of the Chairman.
21. 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.