



Saltash Town Council

Konsel An Dre Essa



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

16 August 2023

Dear Councillor

I write to summon you to the meeting of the **Library Sub Committee** to be held at the Library Building on **Tuesday 22nd August 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. 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. The 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 Town Council must do so by 12 noon the day before the meeting.

5. To receive and approve the minutes of the Library Sub Committee held on 13th June 2023 as a true and correct record. (Pages 4 - 10)
6. To consider Risk Management reports as may be received.
7. To receive the Library Sub Committee budget statement and consider any actions and associated expenditure. (Page 11)
8. To receive an update on the Library Tender process and consider any actions and associated expenditure.
9. To receive quotes for the curtain walling works and consider any actions and associated expenditure.
10. To set the Library Sub Committee Fees and Charges for the year 2024/25 recommending to the Services Committee. (Page 12)
11. To set the Library Sub Committee budget for the year 2024/25 recommending to the Services Committee. (Page 13)
12. To receive and consider the following Committees recommendations;
 - a. Personnel Committee held on 29th June 2023; (Page 14)
 - b. Policy and Finance held on 11th July 2023. (Page 15)
13. To receive a report from the Community Hub Team Leader and consider any actions and associated expenditure. (Page 16)

14. To receive a report on the temporary Library move and consider any actions and associated expenditure. (Pages 17 - 18)
15. To receive a report on the main entrance doors and consider any actions and associated expenditure. (Pages 19 - 35)
16. 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.
17. To consider any items referred from the main part of the agenda.
18. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
19. To consider urgent non-financial items at the discretion of the Chairman.
20. 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.