



Saltash Town Council

Konsel An Dre Essa



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

27 August 2025

Dear Councillor

I write to summon you to the meeting of **Library Sub Committee** to be held at the Guildhall on **Tuesday 2nd September 2025 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 via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the day before the meeting.**

Yours sincerely,

PP S Burrows
Town Clerk/ RFO

To Councillors:

R Bickford J Brady (Vice-Chairman) R Bullock S Gillies S Martin J Peggs B Samuels (Chairman) P Samuels	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. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.

5. To receive and approve the minutes of the Library Sub Committee held on 8 July 2025 as a true and correct record. (Pages 4 - 11)
6. To receive the Library Sub Committee budget statement and consider any actions and associated expenditure. (Page 12)
7. To consider Risk Management reports as may be received.
8. To consider Health and Safety reports as may be received.
9. To receive a report from the Community Hub Team Leader and consider any actions and associated expenditure. (Pages 13 - 26)
10. To review the Library Sub Committee's Business Plan Deliverables for Quarter Two and consider any actions and expenditure. (Pages 27 - 36)
11. To set the Library Sub Committee Fees and Charges for the year 2026/27 recommending to the Services Committee. (Page 37)
12. To set the Library Sub Committee budget for the year 2026/27 recommending to the Services Committee. (Pages 38 - 39)

13. 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.
14. To consider any items referred from the main part of the agenda.
15. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
16. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: Thursday 16 October 2025.