



Saltash Town Council

Konsel An Dre Essa



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

2 October 2026

Dear Councillor

I write to summon you to the meeting of **Library Sub Committee** to be held at the Library on **Thursday 8th October 2026 at 6.30 pm.**

The meeting is open to members of the public and press. Any member of the public requiring to put a question to the Town Council must do so **no later than three working days 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 before the meeting.**

Yours sincerely,

S Burrows
Town Clerk/ RFO

To Councillors:

R Bickford R Bullock S Gillies S Martin J Peggs B Samuels (Chairman) P Samuels	All other Councillors for information
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Agenda

1. Civility and Respect reminder.
2. Health and Safety Announcements.
3. Apologies.
4. 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.
5. 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 three working days 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.

6. To receive and approve the minutes of the Library Sub Committee held on 5 March 2026 as a true and correct record. (Pages 4 - 8)
7. To receive the Library Sub Committee budget statement and consider any actions and associated expenditure. (Pages 9 - 12)
8. To consider Risk Management reports as may be received.
9. To consider Health and Safety reports as may be received.
10. To receive a report from the Community Hub Team Leader and consider any actions and associated expenditure. (Pages 13 - 24)
11. To receive a report on the Library Survey 2026 and consider any actions and associated expenditure. (Pages 25 - 56)
(Pursuant to Library Sub-Committee held on 18.07.2025 minute nr. 13/25/26)
12. To receive a report on refreshment provision and consider any actions and associated expenditure. (Pages 57 - 85)
(Pursuant to Library Sub-Committee held on 16.02.2026 minute nr.58/25/26)

13. To receive a report on footfall counters and consider any actions and associated expenditure. (Pages 86 - 97)
(Pursuant to Library Sub-Committee held on 16.2.2026 minute nr.53/25/26)
14. To receive a report on the Library Hub fees and charges and consider any actions and associated expenditure. (Pages 98 - 107)
15. To receive a final report on the refurbishment of the library hub and consider any actions and associated expenditure. (Pages 108 - 110)
16. To receive a report on Bailey Partnership final account and consider any actions and associated expenditure. (Pages 111 - 122)
17. To receive a report on the condition of office windows at Saltash Library Hub and consider any actions and associated expenditure. (Pages 123 - 127)
18. 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.
19. To consider any items referred from the main part of the agenda.
20. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
21. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
22. To note that the Library Sub Committee will be dissolved following this meeting in accordance with the Town Council's approved committee structure and governance arrangements.

Date of next meeting: To be confirmed.