

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of the Library Sub Committee held at the Library on Wednesday 23rd November 2022 at 6.30 pm**

**PRESENT:** Councillors: R Bickford, R Bullock, J Dent (Chairman), J Peggs, B Samuels, P Samuels and D Yates (Vice-Chairman).

**ALSO PRESENT:** S Burrows (Town Clerk), R Lumley (Assistant Town Clerk), D Orton (Community Hub Team Leader) and D Joyce (Administration Officer)

**APOLOGIES:** Councillor: S Martin.

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#### **38/22/23 HEALTH AND SAFETY ANNOUNCEMENTS.**

The Chairman asked the Community Hub Team Leader to inform those present of the actions required in the event of a fire or emergency.

#### **39/22/23 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.

None.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

#### **40/22/23 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None.

**41/22/23** **TO RECEIVE AND APPROVE THE MINUTES OF THE LIBRARY SUB COMMITTEE HELD ON 7TH SEPTEMBER 2022 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor Peggs, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Library Sub Committee held on 7<sup>th</sup> September 2022 were confirmed as a true and correct record.

**42/22/23** **TO RECEIVE THE LIBRARY SUB COMMITTEE BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

**43/22/23** **TO RECEIVE A VIREMENT REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RESOLVED** to ratify the virement of £650.00 from budget code 6972 LI EMF Library Equipment & Furniture to 6921 IT and Office Costs.

**44/22/23** **TO CONSIDER HEALTH AND SAFETY REPORTS AS MAY BE RECEIVED.**

No report.

**45/22/23** **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

No report.

**46/22/23**      **TO RECEIVE A REPORT ON THE HOME LIBRARY SERVICE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Town Clerk informed Members of Cornwall Councils Home Library Service offer to Saltash Town Council.

Members discussed the implications, cost, logistics and timeframe, but due to limited information provided by Cornwall Council a decision was unable to be made at this time.

Members noted Cornwall Council are to terminate the Service as at 1<sup>st</sup> January 2023 and recognise the potential impact to some of our residents.

It was proposed by Councillor Dent, seconded by Councillor P Samuels and **RESOLVED** to defer the item until sufficient information is received from Cornwall Council to allow Saltash Town Council to make a formal decision at a future Full Town Council meeting.

**47/22/23**      **TO RECEIVE A REPORT FROM THE COMMUNITY HUB TEAM LEADER AND CONSIDER ANY ACTIONS OR ASSOCIATED EXPENDITURE.**

The Community Hub Team Leader (CHTL) provided an update on the report received.

The Town Clerk informed Members of future event and activity data analysis reports to be received at future Library Sub Committee meetings to allow Members to monitor the performance of the Library Service.

It was **RESOLVED** to note.

**48/22/23**      **TO RECEIVE A WI-FI REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to defer the item to a future Library Sub Committee meeting until further investigation work has been carried out to support Town Council staff operating from the Library.

**49/22/23** **TO RECEIVE A REPORT ON THE LIBRARY REFURBISHMENT PROGRAMME AND TEMPORARY ACCOMMODATION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members discussed the Library refurbishment programme and temporary accommodation at the Guildhall.

It was **RESOLVED** to note.

**50/22/23** **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was resolved that the public and press leave the meeting because of the confidential nature of the business to be transacted.

**51/22/23** **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**52/22/23** **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

It was resolved that the public and press be re-admitted to the meeting.

**53/22/23** **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

**54/22/23** **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

**DATE OF NEXT MEETING**

To be confirmed.

Rising at: 7:27pm.

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_