

# MINUTES OF THE MEETING OF THE LIBRARY COMMITTEE

held remotely via video conferencing on  
Monday 12<sup>th</sup> April 2021 at 9:00am



- Present:** Cllr Vicky Evans (Chair), Cllr Debbie Cox, Cllr Jan Lepley, Cllr Chris Turner, Niccola Swan (Co-opted member), Jackie Stoddart (Co-opted Member) and Janet Ault (Co-opted Member)
- Officers:** Abi Skerrey (Library Manager & Volunteer Coordinator) and Clare Smith (Parish Clerk)
- L078/2021** **Item 1 – Chairman’s Remarks**  
The Chairman, Councillor Vicky Evans, welcomed those present to the meeting.
- L079/2021** **Item 2 –To receive any apologies for absence**  
All members were present.
- L080/2021** **Item 3 – To receive any disclosures of interest**  
None declared.
- L081/2021** **Item 4 – To consider written requests for a dispensation on any matters to be discussed**  
There were no applications for a dispensation.
- L082/2021** **Item 5 – Public Participation**  
There were no members of the public present.
- L083/2021** **Item 6 – Minutes of the Previous Meeting**  
Proposed by Councillor Debbie Cox  
Seconded by Jackie Stoddart  
**RESOLVED** that the minutes of the Library Committee meeting held on 1<sup>st</sup> March 2021 be approved as a correct record and signed by the Chairman.
- L084/2021** **Item 7 – Matters Arising from Previous Minutes**  
Nothing to report.
- L085/2021** **Item 8 – Covid Restrictions – Services Update**  
Re-opening of libraries for browsing is permitted from 12<sup>th</sup> April 2021. It was proposed that the library be re-opened from 4<sup>th</sup> May to allow time to ensure that systems are in place and risk assessments have been carried out. There will be a maximum capacity of 10 customers at any one time (plus staff and volunteers). Committee members commented that they would prefer the library to open sooner than 4<sup>th</sup> May is possible.  
  
It was **RESOLVED** that the working group (Cllr Evans, Jackie Stoddart, Abi Skerrey and Clare Smith) will carry out the risk assessments and arrange for signs to be displayed to ensure Covid-safe systems remain in place. The library will be re-opened as soon as possible and no later than 4<sup>th</sup> May 2021.
- L086/2021** **Item 9 – Library Service Level Agreement**  
Bradford Council has sent a suggested Service Level Agreement for the next 3 years (April 2021- April 2024). The terms of the Agreement will remain the same as the existing

agreement for year one. The terms for years 2 and 3 are to be discussed further with Bradford Council and agreed in due course.

Abi Skerrey has requested clarification on the Disclosure and Barring Service (DBS) requirements for volunteers. It was also agreed that we would write to request that the IT issues being experienced were fixed as soon as possible and that deliveries would remain at the same frequency as the current arrangements.

It was **RECOMMENDED** that the Parish Council signs the Service Level Agreement subject to clarification on the DBS checks of volunteers being received and that a timeframe is provided for the resolution of the IT issues from Bradford Council.

**L087/2021**     **Item 10 - "Green Shoots" Community Garden Update**

Abi Skerrey reported that two of the grant applications she has applied for have been successful. A grant of £950 and £500 have now been received and some children's gardening equipment has been donated from Bradford Libraries. The Arts Council application is in progress.

**L088/2021**     **Item 11 – Outside Toilet**

The outside toilet is now redundant as the Bowling Club have their own facilities in the new pavilion. If the toilet was removed the space could be used as a tool shed for the Green Shoots project.

It was **RESOLVED** that the toilet will be removed and shut off by a plumber at a cost of £80 and that a quote will be sought to replace the door which is rotten.

**L089/2021**     **Item 12 – Date of next meeting:**

The next meeting will take place on Monday 10<sup>th</sup> May 2021 at 9am.

Meeting closed at 10:10am.