

**MINUTES OF THE MEETING OF THE
LIBRARY COMMITTEE**
held at Burley Library on
Monday 4th July 2022 at 9:00am



- Present:** Cllr Vicky Evans, Cllr Jan Lepley, Cllr Chris Turner, Cllr Steve Goodwill, Jackie Stoddart, Joyce Lyness and David Salter.
- Officers:** Clare Smith (Parish Clerk) and Abigail Skerrey (Library Manager & Volunteer Coordinator)
- L001/2223** **Item 1 – Election of Library Committee Chairman 2022/23**
Proposed by Cllr Chris Turner
Seconded by Jan Lepley
RESOLVED that Councillor Vicky Evans be elected as the Library Committee Chairman for the municipal year 2022/23.
- L002/2223** **Item 2 – Election of Library Committee Vice Chairman 2022/23**
Proposed by Cllr Chris Turner
Seconded by Vicky Evans
RESOLVED that Councillor Jan Lepley be elected as the Library Committee Vice Chairman for the municipal year 2022/23.
- L003/2223** **Item 3 – Co-option of Non-Councillor Members**
Proposed by Cllr Chris Turner
Seconded by Cllr Steve Goodwill
RESOLVED that Jackie Stoddart, Joyce Lyness and David Salter be co-opted to the Library Committee.
- L004/2223** **Item 4 – Apologies for Absence**
Apologies were received from Cllr Katherine Howard, Niccola Swan and Janet Ault.
- L005/2021** **Item 5 –To receive any disclosures of interest**
None declared.
- L006/2223** **Item 6 – Public Participation**
No members of the public present wished to speak.
- L007/2223** **Item 7 – Minutes of the Previous Meeting**
Proposed by Councillor Chris Turner
Seconded by Councillor Steve Goodwill
RESOLVED that the minutes of the Library Committee meeting held on 14th March 2022 be approved as a correct record and signed by the Chairman, subject to a correction being made to Item 8. It should read 'June' not 'July'.
- L008/2223** **Item 8 – Matters Arising from Previous Minutes**
Nothing to report.
- L009/2223** **Item 9 – Library Use and Budget Update**
The Clerk was unable to report on the budget at this time due to a technical problem with her computer. The information will be circulated to members as soon as possible.
The Library Manager reported that visitor numbers were continuing to rise steadily but were not yet at pre-Covid levels. The figures will be circulated.

L010/2223 **Item 10 – Building Maintenance**

10.1 **Library Foyer**

Cllr Lepley reported that she will chase the contractor to get a start date for the work.

10.2 **Automatic Doors**

RESOLVED: To accept the quote for the repairs required to the automatic doors at a cost of £260 + VAT and to also accept the quote for an annual maintenance contract on the automatic doors at a cost of £120 + VAT.

10.3 **Boiler Maintenance**

The Clerk circulated a quotation (from the contractor that recently fitted the new boiler) for a maintenance contract to service the central heating system including radiators and the boiler. The cost of the maintenance contract is £40 per month which includes annual boiler service, call out and all materials to repairs for anything in connection with the heating. The Clerk will enquire what is covered under the boiler warranty and bring this information back to the next meeting.

L011/2223 **Item 11 – Anti Social Behaviour**

There has recently been a rise in anti-social behaviour around the library building, mainly consisting of young people climbing on the library roof. The police have been informed and have made some recommendations to deter them. These were anti-vandal paint, repair the window grill that they are using to climb on and remove the hook that is in the wall which they are also using as a footrest. It is not clear exactly how they are climbing on to the roof and it is possible that they are using several routes. One route could be the wall at the side of the library. The wall is in need of repair/pointing and once this is done it will be much harder to climb. The Clerk will obtain a quote for this work.

The Clerk reported that anti vandal paint had been purchased and the caretaker will carry out the work in the next one to two weeks. Signage has also been purchased and will be installed once the paint is in place.

L012/2223 **Item 12 – Disabled Access to the Library**

Concerns have been raised regarding disabled access to the building. Whilst there are automatic doors to enter the front of the building, you are then faced with two sets of manual doors which can be difficult to negotiate in a wheelchair or with a pushchair. It was agreed that the Clerk will obtain a quote for the installation of doors with a push pad.

L013/2223 **Item 13 – Volunteer Update**

There was currently a need for some more volunteers at the library. Current volunteers will be asked if they know anyone that would be willing to volunteer. It was decided to try this method first as previously when it has been published on social media there has been an overwhelming number of offers which can be difficult to manage.

L014/2223 **Item 14 – Green Shoots Update**

The work continues and there is a small amount of funding left which should fund one or possibly two more events. A plaque was required for the flower beds to acknowledge the donation which funded them. Wording will be agreed with the Wharfedale Scone Roses WI and a plaque will be ordered.

L086/2223 **Item 15 – Future Events**

There were lots of activities and events planned for the summer months including the annual Teddy Bears' Picnic, the Summer Reading Challenge, a dementia awareness session.

The next meeting will take place on Monday 5th September 2022 at 9am.

Meeting closed at 10:00am.