

# STOWEY SUTTON PARISH COUNCIL

Clerk: Jo Bryant Email: clerk@stoweysuttonpc.org Website: www.stoweysuttonpc.org

## Minutes of the meeting of the Bishop Sutton Community Library Sub-Committee to be held on Tuesday 15<sup>th</sup> January 2019 at The Link, Bishop Sutton BS39 5UU

Attendees: J Bryant (Clerk), Chair L Kingston, H Clewett, E Daly, M Arnold, C Emmett (Volunteer)

### 1. Apologies for absence

None received.

### 2. Declaration of interest

None received.

### 3. Approval of Minutes

The minutes previously circulated were agreed as a true and accurate record of the meeting held on 23<sup>rd</sup> October 2018.

### 4. Chair's Report

A brief representation of current events was received from the chair. Last meeting was pre-launch. Very successful with softer options to test before full launch. Lots of publicity and place was very busy. Gone from strength to strength with a lull over Christmas. 6-week review with B&NES held just before Christmas who were happy with our statistics. Some running repairs undertaken. Lighting a point for discussion with a quotation for review under Finances. Footfall being captured and is making interesting reading. Whilst felt quiet on Saturday there were actually 33 people still going through. Could still be busier but is early days. Meeting with school next week to publicise library and talk about books to encourage school age kids to use the library after school. Publicity active to encourage more users.

### 5. Library Stock

Requirements for further stock & associated implications discussed. Team is united in its opinion second hand books are not selling or encouraging users. Large book sales, attendance at local fairs etc, seem to be the way forward rather than large quantities of display for sale at library itself.

Variation clause in CRL Agreement gives opportunity to progress with Option A:

#### 2 VARIATION

2.1 *Any variations to the Community Run Library or any provisions of this Agreement must be agreed by both Parties and will be recorded in writing and signed by both Parties.*

B&NES advise can go live with lending book increase April 2019. Team to explore current market split of book buoyancy such as the reading habits of young adults today. What's hot and what's not.

**RESOLVED** that clerk to put together wording for variation of Community Run Library Agreement to Option A and send to B&NES for agreement, signature, and implementation by April 25th 2019 together with a directive on requirements of stock split (to be provided by team).

## 6. Library Reporting

Records of library improvements are continuing to grow. People reconnecting and support networks being created. Library is being used as refuge and respite as well as for reading. Continuation of recordings of support to be made and reported back. Old friends and colleagues have reconnected through library.

Maintain positive messages, keep library alive and visible in the public domain. We are working with B&NES to upgrade our agreement and improve the volume of library stock going forward to meet needs of public.

Records are being kept about sales, borrowing levels, registrations, social support, reconnections, respite assistance, and differences between each opening day i.e. many more dads with children on Saturdays yet mums on Thursdays. Café sales demonstrate buoyancy and will pay the rent on its own going forward.

## 7. Finances

- a. Reported that Clerks' hours dedicated to library stand at 90 hours since June 2018.
- b. Quotation received for upgraded energy efficient lighting in library area and porch received. Methodist Church have agreed to pay for improved lighting on the exterior of the building. Quotation for interior lighting is £1530.00 + vat. Management team to visit Farrington Gurney church to see recent works undertaken and explore if replacement LED bulb can be placed in current fitting to see if lighting is improved. Further discussion with John Miles required due to future of décor once sale to Baptist from Methodist is completed. Given potential value, require 2 additional comparative quotations before presentation to full council.
- c. Financial report received.
- d. Financial expenditure requiring approval by full Parish Council considered.

**RESOLVED** that recommendation be made to Parish Council to pay rent for use of Link for library £1040+vat to end March 2019.

## 8. Date of next meeting

Tuesday 16<sup>th</sup> April 2019 at 7.30pm in The Link.

*Meeting was rescheduled to 23<sup>rd</sup> April at 7.30pm due to the unavailability of the Clerk.*