

THRAPSTON TOWN COUNCIL

Mayor: Cllr Karen Draycott

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**If you require a large print copy please contact the Clerk
on 01832 734673**

**Minutes of the Meeting of the Library Committee
held on Monday 2nd September 2019 at 13:00pm at the Town Council Office**

Present: Cllr Wheeler (Chairman), Cllr Baden, Cllr Cribb [13:22pm], Cllr Otterwell

In attendance: Linda Marshall (Clerk)

No.	Item	Action	By Whom
1.	Apologies for Absence Cllr Cribb had telephoned and advised that she was stuck in traffic and would join the meeting as soon as possible.		
2.	Declaration of Interest None.		
3.	Public Open Time None.		
4.	To approve the Minutes of the Library Committee meeting dated 28th May 2019 Resolved that the Minutes of the Library Committee meeting dated 28 th May 2019 be confirmed as a true record.		
5.	To approve the Minutes of the Library Committee meeting dated 19th June 2019 Resolved that the Minutes of the Library Committee meeting dated 19 th June 2019 be confirmed as a true record.		
6.	To approve the Minutes of the Library Sub Committee meeting dated 19 th June 2019 Resolved that the Minutes of the Library Sub Committee meeting dated 19 th June 2019 be confirmed as a true record.		
7.	To receive latest information from Northamptonshire County Council, including Heads of Terms if available. To discuss and consider the terms of purchase, including price and condition of the property. To identify actions to be undertaken and determine recommendations to be made to Full Council It was noted that the Friends of Thrapston Library's (FoTL) Business Plan has been approved by Northamptonshire County Council (NCC). The Clerk advised that we have not yet received the draft Heads of Terms from NCC, however they have advised that they will deal		

	<p>with the Health & Safety issues raised in the report (i) to ventilate the cleaner's cupboard and (ii) to repair the paving slabs outside. The Clerk advised that she has raised the other H&S matters dealing with the hot/cold water system and the pipe dead legs as raised in the M&E Inspection Report identified as requiring immediate attention. To date we have not heard anything further from NCC.</p> <p>Discussions took place regarding the budget required for the library. Based on the works which NCC have advised they will undertake and given the other works required as identified in the various reports together with the information provided regarding annual running costs, it was resolved to request the Finance Committee to include within the budget for 2020/21 £20,000 for the annual running costs of the library and £10,000 for the maintenance works that will be required.</p>		
8.	<p>To consider and discuss principal Lease terms to be made with Friends of Thrapston Library, to include the day to day running and management of the library building. To identify actions to be undertaken and determine recommendations to be made to Full Council</p> <p>Cllr Cribb arrived at the meeting. A precis was given of what had already been discussed and agreed.</p> <p>Discussions took place regarding lease terms with FoTL and it was felt that a meeting was needed with FoTL to discuss various aspects. However, the Committee would suggest the following:-</p> <ul style="list-style-type: none"> • a peppercorn rent at £10 per month • FoTL open/close the building on library days • Town Council's caretaker open/closes the building all other days • FoTL not to sub-let • all hire requests to go through the Town Council • toilet rolls/soap/kettle/microwave etc. to be provided by the Town Council • FoTL to organise their own contents insurance. <p>It was agreed that we would await receiving the draft Heads of Terms from NCC before arranging a Sub Committee meeting.</p>		
9.	<p>Clerk's Report None.</p>		
10.	<p>Chairman's Comments None.</p>		
11.	<p>Items for Future Agendas None.</p>		
	<p>There being no further business the meeting closed at 14:02</p>		

Signed

Dated