

DONNINGTON AND MUXTON PARISH COUNCIL

Minutes of Library Committee

Held at Turreff Hall on Thursday 12th January 2017

Present: Councillors Mrs E A Clare, Mrs L Dugmore, J Lavery, V Rainsford and J Thompson.

Also present: Ralph Morgan (Parish Council Clerk).

LC17/01/01 Election of Chairman

Nominations were requested for Chairman of the Library Committee.

Councillor Mrs E A Clare was nominated by Councillor Mrs L Dugmore, seconded by Councillor J Thompson. No other nominations were received.

Resolved – that Councillor Mrs E A Clare is elected Chairman of the Library Committee for this Parish Council.

LC17/01/02 Election of Vice-Chairman

Nominations were requested for Vice-Chair of the Library Committee.

Councillor J Thompson was nominated by Councillor Mrs L Dugmore, seconded by Councillor J Lavery. No other nominations were received.

Resolved – that Councillor J Thompson is elected Vice-Chairman of the Library Committee for this Parish Council.

LC17/01/03 Apologies: Councillor N Dugmore.

Resolved – that the apology is accepted.

LC17/01/04 Declaration of Interests: As per Register. Also, Councillor Mrs E A Clare wished to clarify that whilst she is currently cabinet member for libraries with Telford & Wrekin Council she is a member of this committee to act in the best interest of the Parish Council and its residents.

LC17/01/05 Terms of Reference

Each Councillor received a copy of the Terms of Reference for the Library Committee.

Resolved – that the Terms of Reference for this Committee are accepted.

LC17/01/06 Work Required and Quotes Received

Councillors discussed the work required to alter the library to accommodate the Parish Council Office and discussed quotes received:

Resolved – that:

- a. Garvey Developments Ltd is awarded the contract to carry out the work required as per the specification provided and quote received. The Clerk is to ensure that there is a maximum spend of £25,000 for this work.
- b. Ask Garvey Developments Ltd if it would be possible for it to undertake the brickwork required and fitting of double glazed windows in the new Parish Council office and throughout the library. The Clerk is to get a separate quote for the windows situated in the library to ensure value for money is achieved.
- c. There is now no requirement for a Council Chamber/Training room.

- d. Any balances from the grant funding from Telford & Wrekin Council not used in the refurbishment of the library is to be earmarked for future library use only.
- e. The Clerk is to obtain a price to install energy saving LED lights throughout the library and Turreff Hall.
- f. Ceiling mounted projectors and associated electrics and data points are to be provided in Meeting Room 1 (currently being used as the Parish Council office) and the hall of Turreff Hall.

LC17/01/07 Date of Next Meeting

Councillors agreed that the date for the next Library Committee meeting is to be Monday 13th February 2017 commencing at 6.30pm at Turreff Hall.

The meeting closed at 1930hrs.

Signed:

Date: