

A meeting of the Library Committee was held on 24th June 2025

Present: Cllrs M Gillespie, P Mount and M Smith.

Assistant Parish Council Manager: Miss E Frost

Library Supervisor: Miss S Matts

2025/26 01. Election of Chairman

It was resolved to elect Cllr M Gillespie as Chairman.

2025/26 02. To receive apologies for absence, if any

Apologies were received from Cllr K McGovern.

2025/26 03. To receive disclosures of interest and consider dispensations

There were no disclosures of interest.

2025/26 04. To review the Terms of Reference

The terms of reference were reviewed and would be recommended to the Parish Council for adoption.

2025/26 05. To approve and sign minutes of the meeting held on 16th May 2024

Minutes of the meeting held 16th May 2024 were circulated prior to the meeting. It was resolved to approve the minutes, which were signed by the Chairman as an accurate record.

2025/26 06. To review the budget

The budget as at 16th June 2025 was reviewed and all was in order.

2025/26 07. To receive the report from the Library Supervisor

The Library Supervisor reported that the library was running well and continued to host various popular activities, including a charity knit and natter group, weekly rhyme time sessions, two book groups and a jigsaw swap.

An update on the Summer Reading Challenge was provided with it being noted that, to date, a total of £366.65 of the £700 budget had been spent. Purchases include bookmarks to be distributed to schools promoting the challenge, additional incentives to keep participants interested in the challenge, competition prizes, two relax kids sessions, two craft sessions and a village scavenger hunt. Should the craft sessions prove popular, as they have done previously, additional sessions would be organised, budget permitting.

Following the resignation of a volunteer who ran some of the rhyme time sessions, it was resolved to advertise for another volunteer to undertake sessions every other Thursday. It would be ensured that the successful volunteer would be DBS checked and provided with safeguarding training.

It was noted also that safeguarding training had been undertaken by the Parish Council Manager, Assistant Manager and Library Supervisor. Training material was being created for volunteers and would be distributed as soon as possible.

2025/26 08. To discuss library volunteers

It was resolved to organise an afternoon tea for the library volunteers in March 2026, to celebrate the ten year anniversary of Countesthorpe Parish Council taking over responsibility of the library. Additionally, it was resolved to purchase a small token of appreciation for those volunteers who had been with the library for the full ten years and to promote the anniversary to residents.

It was also resolved to grant the request from Cllr C Ibbotson to begin volunteering in the library on a regular basis.

2025/26 09. To consider the request regarding community-delivered health checks

It was resolved to accept, in principle, the request from South Blaby and Lutterworth PCN to

host a selection of their programme of patient health checks in the library. Additional information would be requested regarding suitability of a public space, frequency, duration and times and whether it is a pilot or ongoing scheme as well as whether it is by appointment or drop in, prior to any sessions being organised.

2025/26 10. To discuss S106 funding

There was nothing to discuss.

2025/26 11. To discuss library maintenance

It was noted that the LED lighting had been installed in the library.

It was resolved to contact Countesthorpe Blinds for safety advice and a quotation for replacement blinds due to the existing blinds being damaged.

2025/26 12. To receive matters arising for information purposes

There were no matters arising.

2025/26 13. Date of next meeting

The date of the next meeting is to be arranged.

Signed Chairman

Dated..... 2025