

A meeting of the Library Committee was held on 7th May 2026

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

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

Library Supervisor: Miss S Matts

2025/26 39. To receive apologies for absence, if any

Apologies were received from Cllr K McGovern.

2025/26 40. To receive disclosures of interest and consider dispensations

There were no disclosures of interest.

2025/26 41. To approve and sign minutes of the meeting held on 26th January 2026

Minutes of the meeting held 26th January 2026 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 42. To review the budget

The budget, including final balances for the 2025/26 financial year, was reviewed and all was in order. There was not yet an up to date budget report for the current year but would be received at the next meeting.

2025/26 43. To review Volunteers Recruitment Policy/Handbook

The Volunteers Recruitment Policy and Handbook were reviewed with it being resolved for the documents to be adopted following the addition of reference to safeguarding and DBS check requirements.

2025/26 44. To receive the report from the Library Supervisor

The Library Supervisor reported that the afternoon tea which was organised to celebrate the ten year anniversary of Countesthorpe Parish Council taking over responsibility of the library had been a success and received positive feedback from those who attended.

It was reported also that there had recently been two new volunteers recruited which had prompted a review of the training material. This had now been updated with refresher training scheduled for all volunteers every two years.

The Library Supervisor also reported that the library had been utilised as a drop off point for donated blankets for the local Beavers Group who were supporting the Help the Homeless charity.

It was noted that the organisers of the community-delivered health checks had been in touch regarding another session in Autumn.

The theme for the Summer Reading Challenge for 2026 had been received along with an update on arrangements for the purchase of incentives and prizes. It was confirmed also that there would be a competition ran, a local scavenger hunt, craft sessions and relaxation sessions throughout the summer.

2025/26 45. To discuss S106 funding

S106 funding was discussed with it being noted that there was no funding available at present. The s106 contributions for Library services had been agreed for the current developments however, they were not yet with Leicestershire County Council.

2025/26 46. To discuss library maintenance

It was noted that the replacement external library door had now been ordered with an installation date pending.

It was reported that the nappy bin had now been installed in the public convenience located in the library, with positive feedback having been received from residents. It was resolved to monitor the requirement for a changing table to be installed although an initial quote for its purchase had been received.

2025/26 47. To receive matters arising for information purposes

There were no matters arising.

2025/26 48. Date of next meeting

The date of the next meeting is to be arranged.

Signed Chairman

Dated..... 2026