



**SANDGATE PARISH COUNCIL**

**Minutes of an Library Committee Meeting held at 12.00am on 1<sup>st</sup> February 2022  
Online**

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**Present:**            **Chairman**            **Cllr Gary Fuller**  
                         **Councillors:**        **Tim Prater & Nabin Siwa,**  
  
                         **Clerk:**                **Mrs G Thomas**

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**These Minutes will only be deemed to be a correct record of the meeting when approved and signed at the next meeting**

Meeting started 12.00

1.     **Apologies for absence:** Cllr Adrian Watts
2.     **Declaration of Interest** – none declared
3.     **Minutes of the last meeting** – the minutes of the meeting held on 18th January 2021 were presented and approved as a correct record.  
         **Proposed by Cllr Nabin Siwa**  
         **Seconded by Cllr Tim Prater**  
         **Agreed by all**
4.     **Review of Library Service**  
         It was noted that Sandgate Library was now fully open with just the absence of a printing facility due to the flooding of that area of the library over the Christmas period
5.     **Refit of the library**  
         5.1 It was noted that a sum of £14,724.50 was available from HSIF, being 50% of total project costs in support of the facilitation of more inclusive use of Sandgate Library.  
         5.2 The committee agreed on a number of priorities for works and equipment, to include a new accessible door, a large storage cupboard, new shelving and books, enhanced Wi-Fi, a hot desking area with appropriate furniture, a new staff issue desk, new furniture and seating.  
         5.3 It was hoped that with the additional funding available that this could also be used to provide an accessible toilet facility.  
         5.4 It was noted that all building works would be put out for tender.  
         **Action: The librarian to contact Jackie Taylor-Smith at LRA to arrange a zoom meeting to discuss these works and purchases and funding arrangements.**  
         5.5 It was noted that at present there was no computer buddy facility. It was agreed that the librarian would contact Saga regarding providing IT assistance, perhaps on a weekly bookable basis. If this was unsuccessful other avenues including advertising on the mail out would be considered, including contacting FSFG  
         **Action: The librarian to contact SAGA.**
6.     **Date of next meeting-** TBC

The meeting ended at 12.25

Signed by the Library Committee Chairman.....Date.....