

SWINESHEAD PARISH COUNCIL



Parish Council Office

1 & 2 North End | Swineshead | PE20 3LR

Chairman | Councillor Carl Gibbard

Clerk | Victoria Clark

Minutes taken by the Clerk to Swineshead Parish Council, Mrs Victoria Clark, at the Community Hub and Library Committee, which was held on Monday 15 January 2024, commencing at 7.00pm in the Swineshead Community Hub, 1-2 North End, Swineshead, PE20 3LR

Present: Councillor Ian Maclean (Chairman), Councillor Carl Gibbard, Councillor David Lemon, & Mr John Hewitt (representative from the Methodist Chapel), also present The Clerk to the Council and 2 members of the public.

Public Forum:

Both members of the public were asked to introduce themselves, they did not wish to speak during the forum.

The meeting was opened at 19:03

- 1. Chairman's Remarks:**
Councillor Maclean thanked those attending for turning out on a cold evening and welcomed everyone to the first meeting of the year.
- 2. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk or Chairman prior to the meeting
The Clerk received apologies with reasons from Mrs Marion Brown (Library Development Officer), Suzanne Welberry (Swineshead Archive Representative) and Margaret Syrett, on proposal from Councillor Gibbard, seconded by Councillor Lemon and with no objections all resolved to accept those given
- 3. To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items**
Councillor Gibbard declared an interest in Gillrange Limited
- 4. To approve as a correct record, the amended notes of the meeting of the Community Hub and Library Committee held on Monday 16 October 2023 and to authorise the Chairman to sign the official minutes**
on proposal from Councillor Lemon, seconded by Councillor Gibbard and with no objections all resolved to accept the minutes of 16 October 2023 as a correct record of the meeting, and gave permission for the Chairman to sign them.
- 5. Finance:** To receive income and expenditure including balance
Income £5,247.02
Expenditure £5,782.36
Balance £22,705.33

CHAIRMAN: **DATE:** Wednesday, 13 November 2024



6. Library under 18s volunteers: To discuss
As part of the Duke of Edinburgh Silver Award, the Library has a youth volunteering for an hour on a Saturday morning, this will continue for the next four months, two adult volunteers are always present. The superintendent minister will share a copy of the safeguarding policy with the council.
It was agreed that the council should be informed of the names of any under 18s that Volunteer.
7. To discuss future events and activities
Swineshead Archive Group are meeting on the 18 January
An explanation of the history of the Methodist Church was given
8. To discuss ideas to promote knowledge of the Swineshead Community Hub and Swineshead Library
The council would like to promote activities and ask that they are informed
9. Library Development Officer: To receive any information
Information was emailed in December 2023
10. Co-ordinators report: To receive any information
In the Absence of the co-ordinator, another volunteer emailed a report to the council. Visitor numbers have remained constant over the past 3 months.
Saturday is the quietest day, but the number of visitors is rising
The aim is to engage more with the local school and nurseries and work alongside the Swineshead Archive, giving people access to history books and information.
Having new volunteers help maintain the service to the local community
The Clerk mentioned that having a report emailed before the meeting allowed everyone to read it beforehand and to share their thoughts.
11. Review of the Methodist Chapel rent agreement with Swineshead Parish Council
The Methodist Chapel charge the Council £150 rent for the library to be housed in the Chapel, this was increased from £25 in June 2023. It was explained that this is partly due to the change in Saturday opening, from being open one Saturday a month to every Saturday and taking inflation into account, the Methodist Chapel propose to increase the rent to £250 per month when the agreement is renewed in May 2024.
It was mentioned that the Church Hall's charge of £200 for The Swineshead Archive to be accommodated was not time specific whereas the Methodist Church was limited access of only 9 hours a week.
The Chairman will take this to the full Council meeting on 17 January 2024.
The Chapel representative also mentioned that they were replacing the heaters, Councillor Gibbard offered to give the library two heaters but the offer was rejected as they would not match.
12. Date of next meeting Monday 15 April and agree a date for July and October
It was agreed to schedule meetings on the Monday preceding the full council meeting on Tuesday, this will be Monday, 15 July, and 14 October.

The meeting was closed at 19:35

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