

# ENDERBY PARISH COUNCIL

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Civic Centre,  
King Street,  
Enderby,  
Leicester,  
LE19 4NT

13<sup>th</sup> September 2016,

Dear Sir/Madam,

A Meeting of the **Enderby Library Management Committee** will be held in the Council Chamber, Civic Centre, Enderby, on **Tuesday, 20<sup>th</sup> September 2016, 6:30pm** and you are hereby summoned to attend.

The Agenda for the meeting is set out below.

Yours faithfully

Clerk to the Council

## **REPRESENTATIONS FROM PARISHIONERS CONCERNING ITEMS ON THE AGENDA**

Parishioners who are present and make it known that they wish to make representations on items on the Agenda, must notify the Clerk prior to the start of the meeting. They *may* be invited by the Chairman to make such representation, but there is no entitlement to do so in law.

### **AGENDA**

1. **Attendance and Apologies.**
2. **Minutes of the last meeting held on 19<sup>th</sup> July 2016.**
3. **Declarations of Interest by Members and Non-councillors.**
4. **To Receive and Approve Requests for Dispensations from Members and Non-councillors on matters in which they have a Disclosable Pecuniary Interest.**
5. **To Consider Appointment of Non-Councillor to Enderby Library Management Committee.**
6. **To Receive Volunteer Co-ordinator's Report in Respect of: -**
  - a) Recruitment Figures.
  - b) Stock Rotation.
  - c) Big Friendly Read, National Summer Reading Challenge: 9<sup>th</sup> July 2016 – 3<sup>rd</sup> September 2016.
  - d) McMillan Coffee Afternoon – Friday, 23<sup>rd</sup> September, 2.00pm-6.00pm.
  - e) Final Planning for Volunteer Meet – 4<sup>th</sup> October 2016, 6:15pm.
7. **To Consider Book Stock Suggestions.**
8. **To Consider Introduction of New Services: -**
  - a) Storytelling.
  - b) Games Sessions.
  - c) Information Technology Courses.
9. **To Consider the Purchase of New Equipment.**
10. **To Consider Enderby Community Library Finance: -**
  - a) Financial Accounts.
11. **To Report Matters of Health & Safety: -**
  - a) Portable Appliance Testing Completed 12<sup>th</sup> September 2016.
12. **To Consider Enderby Community Library Becoming 'A Safe Place'.**
13. **To Receive Update: External Signage (If Any).**
14. **To Consider Cost/Specification of Projector and Screen for Meeting Room.**
15. **Correspondence: -**
  - a) **Leicestershire County Council:** Having Library rules for dealing with issues of poor behaviour (Update 34).
  - b) **Leicestershire County Council:** Training Development Visits.
  - c) **Leicestershire County Council:** First Contact Plus Services.
  - d) **Holocaust Memorial Day Trust (HMDT):** Holocaust Memorial Day – 27<sup>th</sup> January 2017.
16. **To Receive Proposals for Items to be included on the Next Agenda.**

Members are reminded that the Parish Council has a legal duty to consider the impact of all their functions and decisions on reducing crime and disorder in the Parish of Enderby. Prior to taking a decision on any of the above Agenda items, Members must pay due and proper consideration to the requirements of Section 17 of the Crime & Disorder Act 1998 when considering these items and prior to taking a decision on each of these matters.

**Background Papers** to any of the above Reports/Correspondence are open to public inspection, prior to the meeting, and may be seen by contacting the Clerk to the Council at the above address during normal office hours.