



- Supporting Chepstow Library
- Publicising Events and Activities
- Linking the Library and Community
- Promoting New Services
- Ambassadors for the Library Service

FoCL Meeting 18th November - Minutes

Attendance

Anne Tarrant - Chair; Elizabeth Winstanley; Julie Salathiel; John Goodwin; Elizabeth Hall; Rosie Gannon; Joan Tonkinson, Ann Jones (Principal Librarian); Sarah Delahuntey (Lib & Info Asst); Adrian Quinn (minutes)

Apologies

Jane Beale; Colin Berwick; Paul Aston; Enid Aston; Zsofia Farro; Sally Bradford; Kate Go; Wendy Bateman; Barbara Hull; Sue Wallbank; Mary Clinch; Andy Herbert.

1. Minutes of 21st Oct Meeting

Agreed

2. Chair's Report: The Chair welcomed everybody and thanked them for their continued support and work and

reported no new activity or projects this last month and reported back on actions, with support from members ,as below:-

- A. **Recipe Book** - the late October/November push has produced a significant increase in the numbers of recipes received - to about 35/40 recipes and a balance across the categories. But cannot be ready for Library 21st as originally envisaged. JG/EW will work towards a new agreed date of circa Easter and will produce an outline plan options and costs for early Jan for agreement at the January meeting - not forgetting to pursue with SD the potential for local printing at the library **Meanwhile** the number of recipes needs to reach the 60/70ish stage - so, please provide some or some more recipes to the library, in any written form (from anyone) and why you've chosen this recipe. A potential fund raiser. **Action: All**
Work on plan. **Action: JG/EW/SD (by early Jan)**
- B. **Schools Project** - RG nothing further to report - work complete, unless further projects arise. Will report any feedback if it occurs. Off the agenda.
- C. **Use of Community/Parish Council Noticeboards**
No progress on this issue. EH to retain the action, collating potential sites and working with library staff on notices to advertise library services and events. **Action: EH/SS**
- D. **Newsletter** - Autumn newsletter went out with the last minutes - agreed 3 per year - next one Februaryish.
Action: AQ AT discussed with SB/DS re: access to FoCL and wider circulation lists, and agreed these will be made available to AT and AQ. Data Protection issues (if any) will be resolved in the meeting between the library

management and FoCL as below. **Action: AQ/AT/SB/SW (by end Nov)**

- E. **Powerpoint Presentation on Library Services and FoCL** - still no volunteer forthcoming - some suggestion about producing a DVD instead of powerpoint but without any detail of how, who etc. AT to review action and consider removing it from the agenda **Action: AT (by 16th Dec)**
- F. **Dementia Project** - actions ongoing. Further review of progress and report by Chair at the January meeting. **Action AT/CB/All (by early Jan)**
- G. **Facebook FoCL page** - Nothing further to report. AT to progress action re notice re donations and putting it in a frame to look more professional, and in time for December events where volunteers will be helping. **Action: AT and library staff (by 1st Dec)**
- H. **Xmas Event Dec 4th** - arrangements in place and volunteers identified for both readings and refreshments. Cakes etc still need to be sourced. AT to approach local supermarkets for this and for 21st event below. **Action: AT**
- I. **Library 21st Celebration Mon Dec 15th 11am to 1pm** - to be arranged combining library staff, the garden group and FoCL members - volunteers needed to bring cakes etc and do refreshments on the day. Names to AT. Also potential to get the U3A choir to the event - AT to approach CB about this. Programme still to be devised and outline available by early Dec. **Action: AT/library staff (by early Dec)**

3. Treasurer's Report Current balance in bank remains £39:56. Nothing further to report but joint decision with the 'Gardens Group' that any donations (other than project specific grants etc) received by either will be split evenly between the 2 groups.

4. Library Survey 'What Matters to You?' - this has now started and the survey being handed out by library staff in the library but still opportunities for FoCL volunteers to 'accost' passers by outside the library entrance and the precinct to get people's response to a very simple survey with just the one question as above. Any names to Anne Lloyd at the library and let AT know. **Action: All (asap)**

5. AOB

a) **Welsh Govt report on Libraries; proposed changes by MCC to Library Service** - AJ reported back on the references to Friends of Library groups - not many and more in Monmouth than anywhere else - for further information on draft proposals and opportunity to comment directly see the link to the report as follows: <http://wales.gov.uk/topics/cultureandsport/museumsarchiveslibraries/cymal/libraries/public-libraries-review/?skip=1&lang=en> In contrast, the MCC proposed changes have been to MCC Cabinet (Cabinet Chair is a local MCC council member - Bob Greenland) and these proposals are being looked at by the relevant Scrutiny Committee - detail of the proposals and opportunity to comment directly or to local councillors or Cabinet members available by accessing MCC website (Cabinet meeting 5th Nov 2 pm item 6 and 18th Nov 1.30 pm Strong Communities Select Committee). In

essence the MCC change proposes a management and staff restructure to save money (one eg. is that AJ will cease in post from the end of Nov), and a service restructure which reduces the number of buildings and creates 'hubs' which will deliver all the MCC front desk customer facing services in each large locality including libraries. Not unlike some of the current arrangements in Chepstow. However, the timing of the implementation, its extent and detail is still subject to comment and influence. A lengthy discussion ensued. FoCL members agreed to comment direct to Cllr Bob Greenland but also made the point about the lack of direct MCC consultation where the obvious point of consultation would be the Friends groups. AT thanked AJ for her contribution and expressed our good wishes for the future. **Action: All (by 16th Dec when consideration of an FoCL collective response can also be considered)**

- b) **Sale of homemade cakes at events** - it would appear that there are 'rules' that preclude this. Request that AT get a definitive answer from MCC on the 'rules' and any advice. **Action: AT (asap)**
- c) **Second hand book sale** - library staff organising this - no date as yet.
- d) **Future events reminder** - Thurs Dec 4th 6.30 pm Xmas Event; Library 21st 'Birthday' Mon 15th Dec 11 am - 1 pm; Sat Feb 7th am National Libraries Day.

6. Date of Next Meeting - Tues Dec 16th at 2pm