Wellington Town Council

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LIBRARY COMMITTEE MEETING NOTES FOR TUESDAY 17th FEBRUARY 2026 HELD IN LESLEYS ROOM AT THE CIVIC OFFICES COMMENCING AT 6.00PM.

Cllr Holding	Cllr Davis	Cllr Luter	Cllr Gorse

Also in attendance: Caroline Mulvihill – Deputy CEO and Anna Hill – Library team leader

73/25 Welcome and Introductory Comments
Cllr Davis welcomed members to the meeting.

74/25 Apologies for absence
No apologies were received

75/25 Declaration of interest
None were received

76/25 To approve the notes from the last meeting
Proposed by Cllr Gorse, seconded by Cllr Holding and RESOLVED UNANIMOUSLY by Cllrs Holding, Cllr Davis, Cllr Luter and Cllr Gorse that the minutes from 20th January 2026 were a true and accurate record.

77/25 Matters arising from these minutes
Cllr Davis went through the actions that had been completed:

ACTION: Anna to research lockable storage options and report back at February's meeting. Anna presented 2 options at approx. £120 each. It was agreed to keep these on file for when the need for storage arises but to consider Modular / COSHH standard cabinets and deeper than A4.

ACTION: Cllr Davis to investigate what ward funding he has available for library events. 2025 /2026 funding has now closed but when 2026/2027 funding is available Cllr Davis and Cllr Cook would allocate some funding to the library to the sum of £2K. Anna to report if any funds were surplus form 2025/2026.

ACTION: AGM report to be tabled at the February meeting. The report was close to being completed. Anna would add the missing stats till the end of February and then circulate to members.

ACTION: Anna to arrange a meeting with Coreen Themeras who is the volunteer development officer for T & W to agree the offer. Due to diary commitment's the meeting would be taking place w/c 23.2.26

78/25 Opening Hours and Staffing Rota:
Cllr Davis had met with Anna and Caroline the previous week. Anna was tasked with producing various staffing options / hours of opening.
Due to new system training and staff cover this document was still work in progress and when complete Anna would circulate to members before the next committee meeting.

79/25 Update from the Library:

Meeting Rooms:
The cultural room, now named the community room, was used for the first time by M4H and the feedback had been positive.
Members thanked the WEST team for decorating the room.
ACTION: Caroline and Anna to replace a few shelves and add what furnishings they have.

Digital Screens / Smart TV:
A meeting was held onsite with T & W IDT. Locations were identified and IDT were in the process of drawing up a quote, but initial conversations suggest the smart TV option would be a fraction of the digital board quotes and would not need USB sticks to upload content.

80/24 Aims and Objectives for 2026
The Aims and Objectives were noted in the previous meeting minutes.
This agenda item could now be removed with members asked to present any additions as and when they occur.

81/24 Correspondence
Cllr Holding updated members about the Flora 250 project that launches on 17.3.26 within the library. Funding was needed for refreshments, which was directed to the Regeneration budget for consideration.

Caroline mentioned that the Men's Shed had been liaising with the library team and had built a new 'seed swop' wooden display. Photos and FB content would be uploaded at the weekend.

82/24 Urgent matters (for information only)
N/A

83/24 To agree the date and time of the next meeting – March 17th 2026 at 6pm

ACTIONS:

ACTION: Anna to report if any Davis / Cook ward funds were surplus form 2025/2026.

Anna would add the missing stats, till the end of February, to the drat AGM report and then circulate to members.

ACTION: Due to new system training and staff cover the staffing document was still work in progress and when complete Anna would circulate to members before the next committee meeting.

ACTION: Caroline and Anna to replace a few shelves and add what furnishings they have to the community room.