

Wellington Town Council

Town Mayor
Cllr Reg Snell



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LIBRARY COMMITTEE MEETING NOTES FOR TUESDAY 21st OCTOBER 2025 HELD IN LESLEYS ROOM AT THE CIVIC OFFICES COMMENCING AT 6.05PM.

Cllr Holding	Cllr Davis	Cllr Jobe	Cllr Gorse
Cllr Luter			

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

45/25 Welcome and Introductory Comments

Cllr Davis welcomed members to the meeting.

46/25 Apologies for absence

No apologies were received.

47/25 Declaration of interest

None were received

48/25 To approve the notes from the last meeting

Proposed by Cllr Holding, seconded by Cllr Davis and **RESOLVED UNANIMOUSLY** by Cllrs Holding, Cllr Davis, Cllr Jobe, Cllr Gorse and Cllr Luter that the notes from 23rd September 2025 were a true and accurate record.

49/25 Matters arising from these minutes

Cllr Davis went through the actions that had been completed.

ACTION: Cllr Davis to resend Caroline / Anna the link with the improved logos and Caroline to delete all old versions. **DONE**

ACTION: Anna to replace stock photos on the banner with actual WTC photos and add an email address for reporting anti-social behaviour. **DONE** A new proof was shown to members and approved.

ACTION: Cllr Holding to take to E & C the possibility of inviting the Telfordaires to perform for free at an event. This would be taken to the next E & C meeting on 30th October 2025.



ACTION: Anna to check all risk assessments for the library are up to date. DONE and confirmed up to date

ACTION: Caroline and Anna to explore options of a potential 1:1 meeting room and Anna to de-clutter the current 'staff room'. DONE, the cultural room can now be used and a 1:1 meeting room would be available imminently. Cllr Davis expressed his thanks to all staff that made this happen and of their flexibility.

ACTION : iPad to be stored in the 'work room' for additional security. DONE

ACTION: Wellness launch to be included in the next TIOW. REQUESTED

ACTION: Caroline to invite councillors to the Wellness Hub launch event.

ACTION: When the roof in Lesley's Store room has been fixed Caroline to ask the WEST team to removed shelving in the cultural room. NOTED for appropriate time

ACTION: Caroline to invite supplier in for his advice on the best make and model and report back prices at the next meeting. Now agenda item 7.

50/25 Update from the Library to include progress on the 'Wellness Hub'

As stated above the Wellness Hub was due to launch on Thursday which should provide a great buzz in the library.

The craft event that took place on Saturday 18th October was a great success with x22 children and many adults.

With the Swimming Pool now open again book issuing / borrowing had increased x300

Members thanked Anna / Amy for the Library Stats report which they all agreed was easy to understand and very informative.

Anna informed the committee that 2026 was the National Year of Reading, a government lead project funded by DOE.

ACTION: Anna to research if the library was eligible for any other funding stream's

Cllr Gorse mentioned the recent David Walliams visit to Wolverhampton and suggested a big name could be sought for Wellington.

A brief discussion was had about the option of having Library volunteers (possible college students) . It was agreed that a list of jobs that they could do would need creating to ensure that the volunteers would help ease workload and not increase it.

ACTION: Anna to draw up a list of jobs and check safeguarding regulations.



Cllr Holding mentioned that she was attending a Community Centre Manager forum and that it may be useful for WTC / Library

ACTION: Cllr Holding to pass on details to Caroline and Anna for the Community Centre Forum

ACTION: Caroline to chase up the repairs for Lesley's storeroom after the leak

51/25 Digital Screens

Members felt a digital board would be a perfect way to promote events / services that WTC and the Library offer.

The options for Digital boards were vast; a supplier had sent in an array of questions to help narrow down the choice.

A discussion was had on all possibilities.

The following was agreed:

- X2 boards, 1 large flat screen at the top of the café stairs to the library entrance and 1 portrait style in a library window facing the pedestrianised area outside.
- Factor in natural light and reflections
- A smart TV and USB stick would be adequate – price consideration

It was Proposed by Cllr Gorse, seconded by Cllr Jobe and RESOLVED UNANIMOUSLY by Cllrs Holding, Cllr Davis, Cllr Jobe, Cllr Gorse and Cllr Luter that a request is made to P & R for 2 digital boards , 1 large flat screen and 1 in portrait to fit a library window, when the value is determined.

ACTION: Caroline to ask suppliers:

How are they fixed – brackets?

How is content controlled?

Cllr Davis proposed closure of the meeting in accordance with paragraphs 2 and 3 of the Local Government Act 1972 to discuss Item 8 on the agenda.

ACTIONS:

ACTION: Caroline to invite councillors to the Wellness Hub launch event

ACTION: Anna to research if the library was eligible for any other funding stream's

ACTION: Anna to draw up a list of possible jobs and look into safeguarding regulations.

ACTION: Cllr Holding to pass on details to Caroline and Anna for the Community Centre Forum

ACTION: Caroline to chase up the repairs for Lesley's storeroom after the leak

ACTION: Caroline to ask suppliers ref digital boards:

How are they fixed – brackets?

How is content controlled?

