

# Wellington Town Council

**Town Mayor**  
**Cllr Reg Snell**



**Town Clerk**  
**KAREN ROPER**  
**B.A (Hons), DMS.**

Civic Offices  
Larkin Way  
Wellington  
Telford TF1 1LX  
Tel: 01952 567697

E Mail:

[wellingtontowncouncil@telford.gov.uk](mailto:wellingtontowncouncil@telford.gov.uk)  
[www.wellington-shropshire.gov.uk](http://www.wellington-shropshire.gov.uk)

## **LIBRARY COMMITTEE MEETING MINUTES FOR TUESDAY 26<sup>th</sup> AUGUST 2025 HELD IN THE MEETING ROOM AT THE CIVIC OFFICES COMMENCING AT 6PM.**

| Cllr Holding | Cllr Jobe – arriving<br>at 6.11pm | Cllr Davis | Cllr Gorse |
|--------------|-----------------------------------|------------|------------|
|              |                                   |            |            |

**Also in attendance: Caroline Mulvihill – Deputy CEO, Anna Hill – Library team leader  
and David Tooley – local democracy reporter**

### **20/25 Welcome and Introductory Comments**

Cllr Davis welcomed members to the meeting and thanked David Tooley for his attendance

### **21/25 Apologies for absence**

Apologies were received from Cllr Giles Luter and accepted by members Cllrs Holding, Davis and Gorse.

### **22/25 Declaration of interest**

None were received

### **23/25 To approve the minutes from the last meeting**

Proposed by Cllr Gorse, seconded by Cllr Holding and **RESOLVED UNANIMOUSLY** by Cllrs Gorse, Holding, and Davis that the minutes from 15<sup>th</sup> July 2025 were a true and accurate record.

### **24/25 Matters arising from these minutes**

Cllr Davis went through the actions that had been completed.

Cllr Jobe arrived at this point

Caroline had organised the Newport Library visit – covered in Agenda item 7



The Library and Residents Community Hub Facebook page was now live.

**ACTION: Caroline to ask the LW team to work with Anna Hill to schedule a post that invited the public to like / share / and follow the page also detailing the services that can be found within the library**

Anna showed members a proof for the new pop-up banner. After a brief discussion it was agreed to add the WTC crest, add QR codes and purchase x2. X1 detailing self service on non-manned days and x1 focussing on the events etc

**ACTION: Anna to purchase x2 pop up banners**

Anna was in conversations with the Cycle Delivery Scheme exploring options as to which service they could assist with.

Caroline and Anna confirmed that contracts were now in place for maintenance within the library

A report was circulated prior to the meeting containing details of the lift repairs

The terms of Reference were updated and circulated prior to the meeting

A thank you post regarding the fixed reading pod would be posted when the Library Facebook page has more followers.

## **25/25 Update from the Library**

Statistics for libraries in the area was circulated prior to the meeting

Anna reported that the summer reading challenge was coming to an end had been enjoyed by over 100 primary aged children.

The events that had run weekly in the library had attracted 111 children and 68 adults.

The last of the events was taking place on 28<sup>th</sup> August and due to funding now included face painters, candyfloss and balloons.

Cllr Davis extended his thanks to the library team for hosting the fun packed events to which Anna replied that the team thoroughly enjoyed doing them.

Cllr Jobe enquired as to what groups meet regularly in the library.

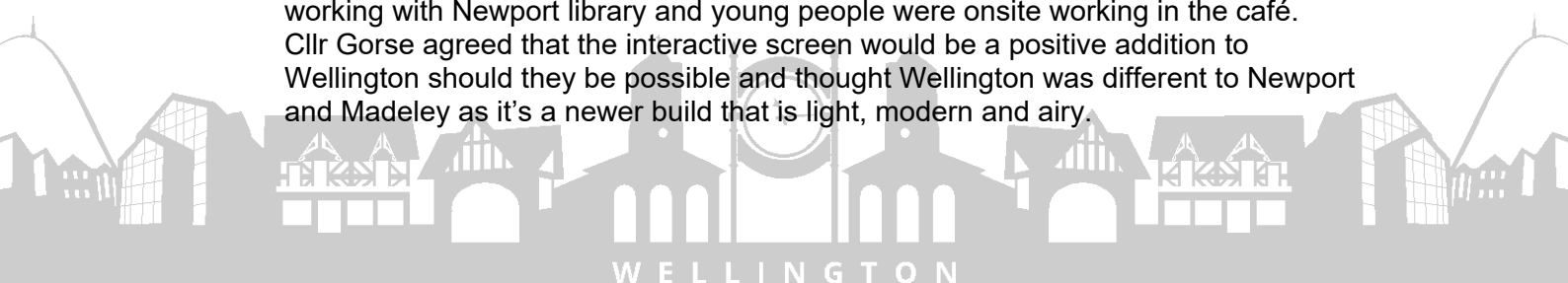
**ACTION: Anna to circulate list to members**

## **26/25 Report on Newport Library visit**

Cllr Jobe really enjoyed the visit and found the Town Clerk very enthusiastic and knowledgeable. He felt having a librarian was a bonus and felt that the 'hub' was used to its full potential questioning if we would incorporate the wellington leisure café more.

Cllr Holding agreed with Cllr Jobes observations and added that Wellington having all its facilities on one site was a great selling point. The interactive screens were a great addition and hoped one day Wellington could install some. Pathways had been working with Newport library and young people were onsite working in the café.

Cllr Gorse agreed that the interactive screen would be a positive addition to Wellington should they be possible and thought Wellington was different to Newport and Madeley as it's a newer build that is light, modern and airy.



### **27/25 Ward funding / Budgets**

Budgets were due to be set soon so suggestions for what members would like to see happen in the library needed to be costed.

**ACTION: Anna and Caroline to consider opening hours, events, interactive screens, staffing costs and bring a draft budget proposal to the next meeting**

Cllr Davis confirmed that both him and Cllr Cook would be donating some ward funding.

Anna mentioned that she was part of 'libraries connected' and would keep her eyes open for any other funding streams

It was agreed that that a letter from WTC, signed by the mayor, would be sent to those who donate funding for the summer reading challenge

**ACTION: Anna to send letters to those who have donated funding for the summer reading challenge**

### **28/25 Library access and egress**

It was again confirmed that the issue with the broken lifts had been resolved. A maintenance contract was now in place and lifts were in working order.

### **29/25 Wellness Hub**

Anna confirmed that herself and Caroline had another meeting scheduled next week to progress the Wellness Hub.

There were groups already using the library such as the blood pressure clinic, CAB and healthy eating.

**ACTION: Anna to distribute a list of current wellness hub users.**

### **30/25 Library Space and use of Cultural Room**

The Multicultural room had now been cleared with resources given to local schools and was now a blank canvas

**ACTION: Anna to provide a floor plan to members so that areas can be discussed to ensure they are being fully utilised.**

**ACTION: Caroline to add as an agenda item at the next meeting**

### **31/25 Correspondence**

None

### **32/25 Urgent matters (for information only)**

N/A

### **33/25 To agree the date and time of the next meeting**

It was agreed to keep meetings monthly and that the next meeting would be held in the daytime. Caroline to distribute date suggestions.

### **ACTIONS:**

**ACTION: Caroline to ask the LW team to work with Anna Hill to schedule a post that invited the public to like / share / and follow the page also detailing the services that can be found within the library**

**ACTION: Anna to purchase x2 pop up banners**



**ACTION:** Anna to circulate list to members of groups that currently regularly use the library.

**ACTION:** Anna and Caroline to consider opening hours, events, interactive screens, staffing costs and bring a draft budget proposal to the next meeting

**ACTION:** Anna to send letters to those who have donated funding for the summer reading challenge

**ACTION:** Anna to distribute a list of current wellness hub users.

**ACTION:** Anna to provide a floor plan to members so that areas can be discussed to ensure they are being fully utilised.

**ACTION:** Caroline to add as an agenda item at the next meeting

