

# Burton Latimer Town Council



The Harold Mason Centre  
120 High St, Burton Latimer NN15 5RH  
[townclerk@burtonlatimertowncouncil.org.uk](mailto:townclerk@burtonlatimertowncouncil.org.uk)

Minutes of the **Library Advisory Committee** meeting held on **Tuesday 13 January 2026 at 5.15pm** in Harold Mason Centre Burton Latimer

## PRESENT

Cllr S Baynes; Cllr M Don; Cllr N Padget; Cllr J Currall; Cllr G Mellors;

H Vowles (Library Manager); S Padget; J Byron

In attendance C L Thatcher Town Clerk

LC 26/01	<b>Apologies</b> were received from Alison Shipley
LC/26/02	<b>Public Participation-</b> not used
LC 26/03	<b>Declaration of Interests-</b> None
LC 26/04	<b>Minutes of the 11 November 2025 meeting-</b> were read, approved and signed as a true record of that meeting.
LC 26/05	<b>Library Manager's Report</b> A visit by 3 <sup>rd</sup> Burton Latimer Brownies to achieve their Book Review Badges took place and has resulted in half of those attending joining as members of the Library. This is the National Year of Reading and on 22 January at 5.30pm a local author, Lorna Marlow, will be at the Library. The 24 January will be Music Night and admission will be £3, to include tea or coffee. The next cinema visit will be 9 February. A member asked whether the cinema, which was proving to be very popular, would continue into the summer, because of the problems caused by the lighter nights. It was agreed that the Town Clerk will seek quotations for blackout blinds. On 16 February the DWP will be present and there will be a careers event.
LC 26/06	<b>LIBRARY TOILET FACILITIES</b> Work is well under way, although there have been delays due to the weather. The walls of the extension are virtually finished now and the roof should be going on in the next couple of weeks – weather permitting.
LC 26/07	<b>HEALTH &amp; SAFETY/BUILDINGS</b> No urgent matters at present. Still awaiting the repair to the window mechanism.
LC 26/08	<b>FINANCE</b> The Library Manager said that she would like to request some 'targeted spending'. A couple of things would be very worthwhile. Firstly, an air conditioning unit for the Pantry, so that the fresh food can be kept cool during the summer and secondly, a defibrillator and bleed kit, to go on the outside front wall of the Library. Members wondered whether one of the larger companies in the town might be willing to sponsor the purchase of any of these items.

Signed as a true record of decisions made

Date

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LC 26/09	<p>Councillor Maggie Don left the meeting at this point.</p> <p><b>EVENTS and PROJECTS</b> <b>Friends of the Library</b> Jan Byron said that the Pantry opened on both Christmas and New Year's Eve. Keelings had provided a lot of boxes of fresh food and this was duly distributed. Christmas Eve opening was worthwhile, but few customers came on New Year's Eve, so it was decided to open only on Christmas Eve in future. Purchases are now being made from Tesco Online and are being delivered fortnightly on Wednesdays.</p>
LC 22/055	<p><b>POINTS OF INFORMATION</b> The Health and Safety audit by Citation for the Library is due in February.</p>
LC 25/056	<p>Next meeting 10 March 2026 Any items to be sent to Clerk 7 days beforehand.</p> <p>There being no further business, the meeting closed at 1815 hours.</p>