

Minutes of a meeting of the Trustees of GLEAN Hub held Tuesday 24th April 2018 at the Grosvenor Centre

Present:

Robert Alker, Mary Booth, Annette Davies, Claire Elkerton, Trevor Whincup

By Invitation

Helen Farr (SCC)

Item			Action
1	Declaration of Interest	RA reminded the meeting that his wife is Chair of Gnosall Parish Council	
2	Gnosall Parish Council	<p>RA reported that the proposed meeting with Youth Club representatives had taken place on 18 April and it was chaired by the Parish Clerk. TW had been unavailable at such short notice but AD had gone in his place. Cllr Greatrex also attended as he had prepared plans for the raised platform needed by the Youth Club.</p> <p>An exit from the Youth Club kitchen will be required under new food hygiene regulations will shortly come into force. These allow a period of grace for implementing the regulations but all relevant organisations must have a plan for doing so. RA reported than Cllr Greatrex's proposals are sound; they envisage a level platform from the Library entrance to just past the new door. There will then be a ramp which will reach ground level by the end of the rear of the Youth Club. This appears to be suitable for disabled access. It is also wider than the original proposal.</p> <p>However the design causes problems. It definitely requires a variation to the existing planning permission. The cost was estimated at £7000 (supply only). The Youth Club does not have funding its share of this. It is also facing additional costs for installation for the door and new floor coverings required by the regulations and it has no funds for these either.</p> <p>The agreed actions from the meeting were:</p> <ol style="list-style-type: none"> 1. JC to contact SCC to chase up the lease agreement (Cllr Greatrex had again expressed concern that this should be in place before the portable unit is ordered) 2. Cllr Greatrex to contact Building Control and Staffordshire Fire and Rescue to obtain advice on whether his plans are suitable for a ramp and emergency access 3. RA to share information on the emergency escape from the library (Cllr Greatrex had expressed the 	

		<p>view that this required a variation to the existing planning permission)</p> <p>4. RA to send information that an emergency escape with steps is acceptable.</p> <p>RA stressed that the Youth Club is facing a crisis over these issues. He had questioned whether the value that the Youth Club gained from a kitchen justified the costs. The Youth Club was adamant on this point. It would also be very difficult for the Youth Club to relocate to the Grosvenor Centre.</p> <p>He proposed that the library project should be abandoned and all Glean funds should be transferred to the Youth, unless conditions attached to specific funding prevented this. There was no seconder.</p> <p>It was agreed:</p> <ol style="list-style-type: none"> 1. to await more information on the action points from the meeting. 2. not to proceed with the order for the unit as there was no desire to install a ramp which does not meet the needs of the Youth Club <p>There was concern about the possible need for a variation for the emergency escape. It was noted that the meeting had referred to Cllr Greatrex's plan as provided an escape route. Glean had been informed by the original Building Control Officer consulted that it is not permissible for an escape to run alongside a building. However if this advice was incorrect there would be no need for the other escape and this would also allow for a better use of library space.</p>	
3	Action Plan	<p>The Action Plan was not discussed in detail as RA had to leave early because of a family emergency... Points of particular note were:</p> <ol style="list-style-type: none"> 1. HF apologised because the lease had not been produced, as promised to CP. He had taken this up with SCC solicitors. They were now seeking additional detailed information which RA agreed to provide 2. HF stated that the opening hours for the former library were 3-5pm on Mondays, 9-11am on Tuesdays, 3-5pm on Thursdays, 5-7pm on Fridays and 10am-12pm on Saturdays. It was noted that the Youth Club is used on Monday afternoons 3. HF reported that the first meeting had taken place of SCC and Entrust officers with an interest in building proposals from community libraries. This recognised the libraries wish to tackle matters in ways not previously used and the need to meet regularly monitor and support these. 	RA

4	Other items	As RA had to leave it was agreed to defer the remaining items to the next meeting (9am on 8 May)	