



Friends of Honley Library

Minutes of AGM on Monday 6th June 2016

6.00pm at Honley Library

Present: Joe Hodgson (Chair); Caroline Page; Margaret Waterworth; Nita Steel; Jenny Bagworth; Linda Sharpe; Jenny Lockwood; Stephen Duffton; Cllr. Charles Greaves; Anne Broadbent; Val Javin; Liz Colquhoun; Pat Thompson (minutes)

Apologies: Parish Cllr Stephen Baggott; Alison Dean; Carrie Birch; Jean Kent; Judith Compton; Jane Mellers.

Unfortunately, Jane Mellers, who will take over from Salma Dad as Area Manager in September, was not able to attend the meeting tonight. Salma and Jane will arrange to attend a future FOHL meeting.

1. Yearly Reports

Reports were submitted by the Chair and Vice Chair, Joe Hodgson and Caroline Page; Treasurer, Joe Hodgson; Secretary, Pat Thompson; Events Officer, Anne Broadbent; and Publicity Officer, Linda Sharpe. (See appendices)

Time was allowed for everyone to read the reports, followed by a short discussion. All the reports were accepted and approved. Anne suggested that it might be useful to send the reports out before the meeting next year, so that people do not feel rushed and have more time to consider the content.

2. Nominations and Election of Officers

All current Officers were re-elected.

Linda Sharpe proposed that Stephen Duffton should take the lead as Website Officer due to his knowledge and experience in this area. Pat T seconded the proposal, which was accepted. The Committee will consist of all those present at the meeting and it was agreed that we should invite Carrie Birch, Judith Compton and other Library Volunteers to join us.

3. Any other business

No other business related to the AGM was raised and the meeting paused for a refreshment break.

Appendices

A. Chair and Vice-Chairs' AGM Report 2015 – 16

The changing service

2015 -16 has been a year of momentous changes for the library service and these changes have been reflected in the FOHL's concerns, discussions and plans throughout the year.

The year started with a very helpful and significant meeting with the Chief Librarian, Carol Stump, and Assistant Director of Finance, Jane Brady on June 9th 2015. We had serious concerns about the future of Honley library but the Library Management were, on the whole, reassuring. They confirmed that Honley has a strong group which supports the Library service. Although alternative venues for Honley library had been explored there is no building in Honley where re-location might be a possibility. They also stated that there was no plan for the Library to be community run or for an asset transfer to be made to the FOHL in the near future. Carol confirmed that Library Services have to work within the Council budget which may lead to a reduction in opening hours. The Carnegie status of the Library was clarified; it was partly funded by a Carnegie grant. The Carnegie Trust financed the furniture and fittings and the L. A. financed the building. There is no stipulation that the building should remain as a library, there is no restricted covenant. However, the Trust stated that in giving the grant Andrew Carnegie obviously hoped that the L. A. would continue to provide the facilities.

A crucial episode in the year was the Library Consultation report which received 6,000 responses to questions about the future of the Library Service. The final report was submitted to the Council on July 29th 2015. FOHL Vice-Chair, Caroline, did a presentation at this meeting and also at the later Scrutiny meeting. Caroline spoke about the work of FOHL and in favour of the Library Service proposals as a compromise in this time of austerity. Ultimately it was decided that Library Services would continue to run Honley library, though with only one member of staff supported by volunteers. Opening hours would be reduced to 15 per week: Tuesdays 1pm – 6pm, Wednesday 10am – 1pm, Friday 1pm – 5pm, Saturday 10am – 1pm. This reduction will start on July 4th 2016. We also received notification that the Library would remain a Kirklees building and running costs would be covered by Library Services, at the present time.

The period of uncertainty, planning for the future library service on a reduced budget, put strain on and created tension for everyone involved. To acknowledge this we wrote a letter, which was also published in the Examiner, to Councillor Turner, Councillor for Resources, expressing our appreciation for the support and guidance which we had received from Kirklees Library Service. Letters of thanks were received from Carol Stump and Mark Redman.

Volunteers

The year has seen the steady recruitment of volunteers who have been trained to work alongside and give support to Library staff, now covering 18 of the 28 hours. At the present time they number 23. The volunteers have been given the opportunity to open the Library on Saturdays beyond the 15 hours (after July 4th) when a paid member of Kirklees staff would not be present. After discussion the volunteers decided unanimously that at the present time they would not wish to open the Library without a paid member of staff present.

Volunteers have helped at holiday events for children which have been organised by Library Services.

A point of discussion has been the relationship between volunteers and the FOHL. There is considerable overlap in roles between the 2 groups and there is some common membership. This can lead to confusion and could result in duplication of effort. Volunteers and their Chair have been invited to FOHL meetings and joint ventures have been suggested. There was much discussion at a volunteers' meeting; it was hoped that the 2 groups would gradually move closer together in the future and this aim would be promoted.

Evening book group

This started in June 2015 and now meets regularly on the last Thursday of each month. Membership is about 12 and numbers are increasing. It was set up to allow people who work to come to a book group and also to increase use of the Library.

Honley in Bloom

The Civic Society and the Village Trust, as part of Honley in Bloom, arranged to re-paint the railings in front of the Library and they also did a lot of work in tidying up the grounds at the back of the Library. Some members of FOHL joined in these efforts. They also provided large tubs filled with colourful plants which were a very attractive display outside the Library. FOHL have agreed to maintain these, if appropriate. We are very grateful to the Civic Society and the Village Trust for their hard work. Margaret Waterworth has led the FOHL in this.

Library Deeds

Under the Freedom of Information Act the Chair and Vice-Chair, Joe and Caroline, examined the Library deeds to assess whether there are any constraints regarding the use of the building. The deeds consist of only 11 or 12 documents; they are mainly historical, outlining the purchase of the land and describing it. There are several maps. Kirklees legal experts had also checked the deeds and there are no constraints on the use of the building.

Leaflets and bookmarks

In September work was started on producing new leaflets and bookmarks to promote the Library and FOHL. These were completed by December, were very attractive and a successful marketing tool. Grateful thanks for this work are extended to Jenny Bagworth and Linda Sharpe.

Community Event

We provided and served refreshments at a Community Grants Award event at the Community Centre in Honley. This was organised by Councillors Charles Greaves and Edgar Holroyd-Doveton.

Networking

Library Services regularly hold networking events which are attended by FOGs from the area. Ideas can be shared, communication links established and common experiences merged. One such event was held in June 2015; 4 members of FOHL attended this and heard presentations from Carol Stump and Councillor Graham Turner. Another meeting was held in October 2015 and 3 members of FOHL attended at the Central Library. Joe and Caroline did a presentation on Fundraising for all the groups and received thanks from the Library Service for doing this. In April 2016 Joe attended a further meeting at which the reduction in opening hours was outlined by Library management. It was also reported that at the 22 libraries there are now 18 FOGs operating.

School visits

FOHL have an on-going aim to increase the issues and the footfall at the Library. As part of this the Deputy Head and 2 other teachers were invited, in November 2015, to meet with Library staff and 2 members of FOHL, Caroline and Jenny Lockwood. Regular class visits for 3 year groups were discussed; these are now running; 8 classes visit on rotation for half hour sessions on Tuesdays, Wednesdays and Fridays. Extra volunteer support is given on Tuesdays when the largest class visits.

Xmas tree festival

FOHL and the Knit and Natter Group took part in the Christmas Tree Festival at Honley Trinity Church. We were commended on the excellent decorations.

Book sale

On January 23rd we held a book sale at St. Mary's Parish Rooms. This was very successful and raised £180.00 for FOHL. Thanks are expressed to Jenny Lockwood for organising this event so well. Also thanks to Steve Dufton who designed and produced paper bags sporting the FOHL logo for this event.

Building maintenance

In December we wrote to Mark expressing concern at the state of the gutters, down pipes and fascia boards which are in such a bad condition that the stone work is likely to be affected. The letter was forwarded to PRP who surveyed the affected area and gave an estimate for the work (£5771). In April we heard that this much needed work has been approved by PRP and Mark will let Caroline know when it is due to start.

Library statistics

In April Joe obtained statistics regarding library usage: in 2014 there were 588 adult members and 422 children (about one-sixth of the Honley population). Running costs, excluding staffing, were £2,000 p.a. More recent figures will be available in spring 2016.

Better Honley Award

Honley Civic Society presented the Volunteers and FOHL with a “Better Honley Award” on May 12th in the Parish Rooms of St. Mary’s church. It was an award to the Volunteers and FOHL for their work in maintaining the Library service in Honley. We were very honoured and proud to receive this recognition of our involvement in the community.

FOHL would particularly like to thank:

All the Committee who have attended meetings and discussed difficult issues and done an amazing amount of work to support the Library

Louise, Val and Mark for helping us in every way possible – from helping with events, to guiding the volunteers, to responding to an unknown and challenging future for their work situation – all with good grace and cheerfulness.

Councillor Charles Greaves, our elected member, for attending meetings, pointing us in the right direction and giving unstinted support.

Conclusion

We see two particularly important challenges for the future: reduced library hours could lead to reduced library use and a lessening of importance in the community. We hope to ensure that this does not happen by publicising the change of hours and also developing activities which would run out of library hours. The second challenge is to develop effective working practices with the volunteers’ group to achieve our shared aims.

Caroline Page and Joe Hodgson

B. Treasurer's Report for Friends of Honley Library AGM on Monday 6/6/16.

Income.

Income this year came almost totally from 'Readarounds' and other events, especially the Booksale in January. We did not apply for any grants within the financial year. We did however provide the hospitality for the local Councillors' 'Community Engagement Event' on 1/8/15.

8/6/15	Peter Marshall's talk on 'Formidable Honley Women'	£76.00.
	From tickets and donation less donation to Civic Society.	
28/7/15	Summer Readaround.	£45.00.
1/8/15	Hospitality for Community Engagement Event	£100.00.
22/9/15	Julie Deakin Poetry Event	£48.00.
1/12/15	Christmas Readaround.	£85.00.
26/1/16	Booksale.	£183.20.
13/4/16	Spring Readaround.	£34.20.
Total		£572.40

Expenditure.

Major Items.

29/6/15	Part payment for FOHL Website.	£150.00.
3/12/15	Leflets and Bookmarks to Dearnside Press.	£110.00.

Minor.

Food and material for Events etc.	£136.07.
Stationery for FOHL.	
Gifts for YBS and Louise.	
Kitchenware for Library.	
Rental for stall at Christmas Market.	£20.00.
Total.	£416.07.

Summary.

The surplus of Income over Expenditure is £156.33.

The present balance (YBS total + Petty Cash) is £633.87.

Conclusion.

While we do have a very healthy balance in the YBS, we do need to continue generating income to be able to promote the Library and improve the facilities as well as funding the FOHL.

This year's income has been boosted by the payment for providing the hospitality for the Community Engagement Event and the proceeds from the booksale.

The two major items of expenditure have been the part payment for the website and the funding of leaflets and bookmarks.

I will seek to have the accounts audited again through the good services of Leslie Chadwick.

Joe Hodgson

C. AGM June 2015 - 2016 Secretary's Report

Membership

Friends of Honley Library have a total of 90 members, of which 10 are also Library Volunteers. There are 10 members who have not given an email address but copies of minutes etc. are available in the FOHL folder in the Library and are now published on our website. We have had 7 new members join via the website since its inception and 8 have recently joined through the Evening Book Group.

There are currently 23 Library Volunteers and it was agreed at their last meeting that, to facilitate the two groups working together, I would distribute the minutes of FOHL meetings to all Volunteers.

Thank you to Jenny Bagworth who has taken minutes of meetings in my absence.

Food Bank Volunteers

In June 2015, we agreed that, due to a lack of take-up of the service, we would no longer distribute food bags at Honley Library. We said, however, that we would be willing to resume the service at a future date if it is shown to be needed. Thank you to all Food Bank Volunteers who gave their time over the two years that the service was running at the Library.

The Food Bank Volunteers(HV) continue to provide the service at Holmfirth Methodist Church and Holmfirth Library.

Pat Thompson

D. OVERVIEW OF FOHL EVENTS 2015 TO 2016 FOR AGM 6th JUNE 2016

Another year of successful events:

Monday 8th June 2015

Peter Marshall's talk 'Formidable Women in Honley's History'. We had 40 guests and made £106. Tickets priced at £2. A very interesting and enjoyable evening. A donation of £25, at Peter's request, was made to Honley Civic Society. No raffle on this occasion. Event initiated by Caroline Page.

Our two guests of honour were Stephen and Amelia Dufton, who brought along the Citizens Community Award presented to Suzanne Dufton for all her hard work as Chair of FOHL. Suzanne was a friend to us all, who is greatly missed.

Tuesday 28th July 2015

At our 9th Poetry Readaround 'Poetry Verses Prose' an audience of 20 guests performed readings of their own poems or favourites. Tickets were priced at £1.50 each including refreshments and we made £45.50 which included £15 for raffle tickets sold. Raffle prizes donated by Honley Pet and Hardware Store (a voucher) and flowers from Coop Store in Honley.

Tuesday 22nd September 2015

'An Audience with Julia Deakin'. Acclaimed prize winning poet Julia Deakin gave an excellent reading and Question and Answer session. We had 37 guests, tickets priced at £2 and we made £75 which included £40 donation, at Julia's request to the 'Shannon Trust Reading Plan'. No raffle on this occasion. A very successful evening, thank you to Liz Colquhoun for her role in this event.

Tuesday 1st December 2015

Our Christmas Readaround with guest performers '8 In A Bar' all members of Honley Male Voice Choir. A wonderful selection of songs from the '8' and a great evening. Festive refreshments were served followed by audience readings of Christmas and favourite poems.

It was a full house (50 people including FOHL) at this ticket only event priced at £2 each. We made £125 which included a donation of £40 to Honley Male Voice Choir at the request of '8 In A Bar'.

We had a raffle with prizes donated by Punch Tapas Restaurant Honley (voucher), Stylish Thoughts hair salon in Honley (voucher) and a copy of the new Honley Male Voice Choir CD 'Voices In Harmony' donated and signed by '8 in a bar'. A lovely event.

Tuesday 12th April 2016

Poetry Readaround 'Spring Into Poetry 2016'. Audience readings of own and favourite poems. Some great poems and readings. Over 20 guests including recent prize winners Linda Kurowski (Beaumont Park Beautiful Poetry Trail) and FOHL member Anne Broadbent (Mrs Sunderland Adult Open Poetry). Raffle prizes donated by Honley Village Butchers (voucher), Coop Store Honley (Box of sweets) and Morrisons Store, Meltham (flower bulbs.) Made £34 from raffle tickets and donation box. No tickets or entry charge.

Events coordinated by Anne Broadbent with Events team. Next RAR Monday 4th July.

Anne Broadbent

Coffee Morning

On 23rd April Friends of Honley Library hosted a charity coffee morning in aid of the Mayor's charity 'Diabetes UK'.

The morning was a great success with refreshments and home made cakes available, a raffle, books for sale and a bran tub for the children.

The morning was well attended and we even had a visit from the Mayor & Mayoress! We raised £135.

We would like to thank all who attended and those who kindly donated cakes and raffle prizes.

Linda Sharpe

E. AGM 2015 – 2016 Publicity Officer's Report

- Continued good relationships with Huddersfield Examiner, Honley Flyer and Holme Valley Review.
- All businesses in Honley have been very supportive in publicising our events by displaying posters.
- Event postings are on Kirklees website on our own 'Local Organisations' page.
- Leaflets and bookmarks were printed and given to members of the public at various events, displayed in local shops and churches and are available at the library. These have proved very popular, especially the bookmarks. Thanks go to Jenny Bagworth for designing and organising these.
- Printed 'Friends' paper bags were also created and were very popular at our Book Sale. Thanks go to Steve Dufton for organising this.
- Social media accounts have been up and running since November 2015 and have been reaching more and more people.
- Facebook has 45 likes.
- Twitter has 113 followers.

Website

- The website group consist of Steve Dufton, Pat Thompson and Linda Sharpe.
- Renewal date for website and domain name -1/6/2017 and will incur a cost of approx £70.
- Agendas and minutes are now uploaded in PDF format, which is easier, takes less space and look neater.
- Steve Dufton has compiled monthly reports showing users and new users to the website. In general, they show the website is receiving new users each month. This is still a work in progress.
- The website group are looking into the possibility of having a book review feature on the website.

Linda Sharpe

Ordinary FOHL Meeting

Apology: Liz Colquhoun

1. Minutes of last Meeting and Matters Arising

Readers groups – Due to the cutbacks in library services, representatives from Readers Groups will now have to collect and return books at Red Doles Lane. Joe, Steve and Fiona have agreed to take responsibility for the Evening Book Group and Sam Hessey is the link person for the Wednesday Book Group.

Better Honley Award – Joe and Caroline attended the Civic Society Meeting and accepted the award on behalf of FOHL and the Library Volunteers. We have had messages of congratulations from local Councillors Charles Greaves and Edgar Holroyd-Doveton and also from Jason McCartney MP. Caroline gave details of 3 other recipients of awards and said that she felt really proud to accept the award.

The Civic Society have requested support from the local community to meet on the first Sunday of the month in order to tidy the village and maintain tubs, hanging baskets etc. There was a brilliant response to the first meeting yesterday, with around 30 people attending. The date for the next 'clean up' is Sunday 3rd July; to meet at the Library at 10.00am.

2. Changes in Library Hours

Following a letter from Library Volunteers and a meeting between Carrie Birch, Judith Compton and Salma Dad, the new opening hours will commence on 4th July 2016, giving us an extra month to ensure that all users are aware of the changes.

Louise has produced information handouts and a new sign will be displayed on the door. It was agreed that members of FOHL will place posters, giving new opening times, around Honley, Brockholes, Netherton and Armitage Bridge from w/c 13th June and will hand out leaflets to people in the village on Saturdays 18th and 25th June. If you can help with this, please meet either Saturday at 10.00am at the Library.

Linda will contact the Examiner and put details of the changes on Facebook and Twitter. Val said that she would check on the deadline date for the HV Review.

We agreed to produce another batch of the bookmarks, which have been very popular, giving the new opening times and also advertising that free Wifi is now available at the library. It was suggested that we should have a different colour to differentiate from the old bookmarks. Jenny B will contact the printer.

Louise and Jane Mellers will liaise with current groups and school classes if there is a need to change days.

3. Events

Readarounds - The next 'Readaround' will be on Monday 4th July from 7.15 – 9.00pm. It will focus around poetry and prose readings and there will be Refreshments and a raffle. Posters are ready to hand out.

Anne is negotiating with '8 in a Bar' to perform at our Christmas 'Readaround' in December. It is the 80th Anniversary of Honley Male Voice Choir this year, which coincides with the 80th Anniversary of the Library opening.

There has been requests from attendees for the 'Readarounds' to be every 2 months but as there seems to be a lot happening over the next few months, we agreed to discuss this again at the next meeting.

Pat passed on an email to Anne, from Sue Eaton of 'Friends of Golcar Library', asking for information about our 'Readarounds'. Anne has replied and has also invited her to attend the next one.

Pop up Cafe - Our suggestion to have a Pop up Cafe on the first Saturday of each month was discussed at the last Volunteers meeting and was received favourably. FOHL will provide free coffee/tea/juice and biscuits to users from 10.00 – 12 noon, commencing on 2nd July. Linda and Margaret W. will run the first one and then we will set up a joint rota between FOHL and Volunteers. Linda will check that this is okay with Louise and Jenny B will look at purchasing a table to use for the refreshments.

McMillan Coffee Morning – Linda will check the date that other businesses in Honley are supporting this event, so as not to clash. It will be at the end of September.

Book Sale and Coffee Morning – Jenny L. will book the Parish rooms for 29th October. In addition to books, tea, coffee etc and cakes, we will have a small table selling good quality Bric a Brac. Joe suggested that we ask the Wednesday Reading Group in August if they have any books or items to donate.

Honley Library 80th Anniversary Celebrations – The Library opened in March 1936. Carrie Birch and other Volunteers have discussed the possibility of having a Literary Festival to celebrate the opening. Ideas for this included expanding the 'Story Time' sessions through the summer, perhaps taking them across to the park and asking parents to bring items for a picnic after the story; and developing activities to be held outside of library opening hours. It is unfortunate that Carrie could not attend the meeting tonight but it was suggested that it might be useful to have an Open Meeting for Volunteers and members of FOHL, who are

interested in helping with events so that we can work together on this. Pat T could send out information to everyone if Carrie can give her possible dates for meetings.

Caroline and Joe expressed an interest in having a small display in the Library with photos, articles etc. about the Library opening. Caroline said that she already had some material for this.

4. Flower tubs

Margaret W. attended the meeting of the Civic Society Trust and Honley Business Association, which discussed the provision of flower tubs, hanging baskets around the village. They don't need us to buy plants for the tubs outside the library this year but would appreciate it if Library Volunteers could keep them watered when necessary.

Charles said that a Grant application had been put in to the Parish Council for £1000 towards the costs of plants and other materials for the upkeep of the village. As the Trust and HBA are intending to paint the railings around the back of the Library and also to repaint those at the front of the building, it may be necessary for us to contribute towards the cost of the paint.

5. Website Group

The Group are working on a Book Review Page for our website. Initially, it will be possible for the Reading Groups to post Reviews and people will then be able to post comments. Steve has contacted Jon, who set up the website, to set up the link and also to change the Library hours on the site.

Steve has also done a lot of work on website user reports. It appears that we are getting 40 - 50 people looking at the website per month but they do not then re-visit the site. Hopefully the book review blog will make the site more interactive and encourage people to visit it more often.

There will be a small cost involved in setting up the link and changing opening times.

6. Any other business

Link to Honley Business Association

Caroline has arranged for HBA to inform Pat T of dates of meetings etc. Pat will forward the information to Margaret W, Joe, Caroline and Jenny L and a representative from FOHL will attend. The next meeting is 13th June, although Pat has not had an email confirming this yet.

It was agreed that future FOHL meetings would be held on the first Tuesday of the month.

The meeting closed at 8.35pm

Date of next meeting: Tuesday 2nd August at 6.00pm at Honley Library

There will not be a meeting in July as a large number of people will be on holiday.