

## GRANT APPLICATION – WATERBEACH INDEPENDENT LENDING LIBRARY

### Explanatory Note from the Clerk

#### Agenda item 17/10

At the last meeting The Parish Council agreed to grant the LAP £1000 to support new books and promotional items.

Regarding the request for a contribution towards new mobile book cases and display cases, the Parish Council expressed some concerns about health and safety aspects of the new furniture in an already cramped environment and the implications for keeping fire exits clear at all times. For this reason they deferred voting on this element.

This supplementary note advises that the bookcases are intended to replace existing furniture. They also have lockable wheels which make them both more stable and more mobile.

Note the amount of grant being sought is now £1,500, this being the cost for two of the units as described in the attached submission.

**The Blossoms,  
12, Mill Road,  
Waterbeach,  
Cambs,  
CB25 9RQ**

Ms Mason, Parish Clerk,  
Waterbeach Parish Council,  
The Old Pavilion,  
Cambridge Road,  
Waterbeach,  
Cambridge,  
CB25 9NJ

16<sup>th</sup> April, 2017

The  
Dear Ms Mason,

**Re: Waterbeach Independent Library Request for monies from taxpayers funds of a Grant or Monies from S106 Funds.**

As per our exchange of emails and our previously lodged request for monies to purchase two new mobile bookcases, I attach herewith all the information the elected parish councillors should require.

As your Grant Request forms are rather restricted in space I have attached all the answers separately, one only has to refer to the sheet, and I have ensured it is as simplistic and explanatory as possible for those who may experience any difficulty.

I have also attached a photo of the bookshelves from Gresswells Specialist Resources for Libraries 2017 catalogue, as recommended by the head of independent Libraries within Cambridgeshire County Council Libraries Department. As one would presume the bookcases are Health and Safety approved, mobile, extremely stable, with lockable wheels of suitable strength to carry out the task for which they were designed.

I would reiterate the bookshelves will be used to **REPLACE** the present ones, the only difference being the new bookcases would have four shelves with an all round casing, which would provide a display area on the top casings.

The present bookcases are double sided with three shelves, therefore the only difference would be one shelf higher allowing extra space for Non Fiction books utilised by the children for school projects.

The opposite side will allow extra space for Crime and Adventure to be moved, which in turn will allow space for more local interest community books to be housed. With the influx of new residents there have been many requests for information regarding the history of the Waterbeach and the Fens in general.

The tops of the new bookcases can be utilised to house display facilities of particular books for school projects. It would also facilitate heightened display of magazines written about, or advising of, various Waterbeach facilities and history. At present they are at the reception counter where some individuals are more concerned with their books than identifying information.

These bookcases will be slightly higher, by one shelf, which will in turn allow the area between the children's section and crime/ adventure to be slightly more secluded for those young adults/adults visiting the Library to research, complete a project, or undertaking homework, hence providing a slightly higher level of seclusion.

Should you have any queries please do not hesitate to contact me on the telephone number previously supplied when I will be happy to answer any queries your parish councillors may still experience difficulty concerning.

Yours Sincerely,



Mrs. M. Crane  
Waterbeach Independent Library



## **Waterbeach Parish Council Grant Application Form –**

### **Organisation –**

Waterbeach Independent Library, School Site, High Street,  
Waterbeach, Cambs.

### **Description of Organisation's activities-**

Waterbeach Independent Library is an organisation set up in 1993 when Cambridgeshire County Council attempted to close Libraries in the area. The Community decided to keep their Library open and it has been run entirely by Community Volunteers ever since. The Library carries some 10,000 books, covering all subjects and genres.

Waterbeach Independent Library has some 550 - 600 members who use the Library for a variety of purposes, the main purpose being the loaning of a wide variety of books. The Library is utilised by all ages with the following activities provided-

Playgroups visiting regularly

Two nurseries are supplied with books every three weeks from our stock

Brownies and Scouts utilise Library resources for their Reading Groups and to obtain Library badges

We cater for the Duke of Edinburgh Award Scheme with five young people having worked, or working, with us over the past year,

We provide Mums and Babies sessions for the local Children's Centre,

We run a system of taking books to the elderly if they are unable to visit us.

We operate a Summer Reading Challenge every year for a large number of children in our Community. In 2016 - 120 children completed the Challenge, in 2015 - 147 children completed the Challenge. Compared to many other Libraries we have more children complete the Challenge. The Summer Reading Challenge is fully supported by the Head of the local Community School as it is operated in an attempt to keep children reading through the summer vacation. Many children were found to have ceased reading through the vacation period resulting in a loss of reading ability on returning to school in September.

We also provide a knowledge base for anyone new to the area in directing to, and advising of various facilities they may wish to utilise.

Waterbeach Library caters for more of the local Community than any other organisation in the Community – a fact often ignored by those who should value such commitment from Volunteers.

Waterbeach Independent Library aims to serve all those in the Community attending the Library and those who cannot.  
Waterbeach Independent Library Objective is to ensure the Community has suitable reading supplies for their benefit, also that we service the needs of children in the Community to learn to love the written word and appreciate how it can assist them in their later careers

### **How long has your Organisation been in existence?**

As stated above the Independent Library has been operating as such since 1993, but previously had been operated by Cambridgeshire County Council Libraries in the Waterbeach Community for many years - until they decided to close numerous libraries.

### **Have you made any grant applications to any other body for grant aid for this project?**

Waterbeach Independent Library has not requested any grant from anyone else for this project. We tend to be frugal and not seek grants.

### **Previous Applications**

Waterbeach Independent Libraries has not applied for any monies from taxpayer funds for any projects from Waterbeach Parish Council.

Waterbeach Independent Libraries operates on £3500 per annum which consists of £2000 paid to the school for the hire of the Community's own Community Room. Waterbeach Independent Library is the only Library situated on a school site actually paying the school.

The remaining £1,500 is £1000 for administration and general supplies and £500 toward the operation of the Reading Challenge. Waterbeach Independent Library tends to be exceptionally frugal in order to provide our members with up to date books.

### **Your Application**

The grant requested is to purchase two Cantilibra (by Demco) mobile, four shelf, double sided, wheeled bookcases from Messrs Gresswell, Specialist Resources for Libraries, as recommend by the Libraries Department of the Cambridgeshire County Council.

The total cost is £1500 for two double sided, 1500mm four shelved bookcases, beech sides for each bookcase, eight lockable wheels, plus VAT.

Some 550-600 individuals are members of the Waterbeach Independent Library in the local Waterbeach Community, all are Cam residents, and all will benefit from this project.

Those who are about to join our Community, in the near future and the next five to ten years will also benefit from this project.

We also attract those from Cambridge, and the villages around who enjoy the Community spirit of the Library, but they are also Cam residents.

Waterbeach Independent Library



# Planning for your Shelving



Cantilibra Shelving at The Forum Southend-on-Sea.

The school and college library plays an ever increasing role in shaping the future of our students. An attractive library space can create a destination for students, attracted by a modern library with new furnishings, learning materials, technology and services. It's no secret that young people can be put off by the negative stereotypes of quiet, dingy libraries but now is the time to reconnect with your students and create modern, comfortable and welcoming library interiors with new furnishings and technology.

## Identify requirements

- Total book stock and other material or media i.e. magazines, DVDs, CDs etc.
- Consider age groups, number and types of readers - this will have a bearing on the height of shelving and furniture
- Number of study spaces - size and type and preferred layout i.e. table, single or group study carrels
- Mood - what sort of atmosphere are you trying to create?

## Spatial requirements

Quite often the book stock will represent the largest single requirement for furniture i.e. the book shelving. As a guide:

- For children's picture books allow approx. 60 titles per 900mm shelf length
- For general fiction/non-fiction approx. 30-35 books per 900mm shelf length
- In secondary schools and colleges, shelving may be taken up to 1800mm high, giving five shelves per bay. Having established the number of shelves and bays required, consider the types of shelving available to use:
  - Wall Fixed Units - should only be used on solid walls. They have the advantage of being less expensive and can be fitted above radiators and heating pipes. However, they are not as easy to remove or relocate
  - Wall Free-standing Units - can be used against solid or partition walls. Easily removed and relocated. Disadvantage - cannot be fitted around radiators or heating pipes
  - Double-sided Island Units - provide compact, free-standing storage. The benefit of using Island Units is to allow easy access to material on both sides. Units can be placed in straight rows or positioned at angles to make effective use of space
  - Mobile Island Units - should generally be no more than two bays long and four shelves high (1500mm). For safety, locking castors should always be fitted. These units provide complete flexibility and are perfect for multi-purpose rooms

## Function and purpose

Identify the role of the library - is it just to act as a resource and learning; will it also be used as a class study centre; do you want it as a classroom or be an IT/learning centre? Consulting with those involved with the school can be very useful and will help you create a library that is relevant as well as functional.

## Get the right mood

The right furnishings, colour schemes and accessories can be seen in a library at a glance. It should be a destination to study, to socialise with peers and to have some personal space to dip into, not only magazines, DVDs and lifestyle resources.

**To discard the image of a library being predominant think about creating:**

- Areas or hubs for specific needs and uses
- Optional areas for quiet reading or study using study tables
- More relaxed, informal reading areas with magazine storage and display
- Comfortable, soft furnishings such as bean bags and sofas for students to relax
- Areas for class/group discussions with larger tables
- Music areas with comfortable seating for some personal space
- A space with some level of acceptable noise

## Exam time

This is a key time when young people are highly motivated to study in places to study, revise and get support and assistance on from Tutors and Librarians. The school or college library can provide a place of privacy and quiet which may not be available at the classroom.

When planning your library, think about the busy times and create flexible layouts and furnishings that can be re-jigged to cope with extra demand. Consider furniture designed for easy stack storage when not in use. Screens can create temporary study areas and give students and staff some valuable space.

## Last but not least

Once you have your new library, don't forget the everyday details such as good quality book supports to keep your book stock safe and book coverings to extend the life of your collection.

Quality, durability and flexibility are as important as the cost within budget. Free delivery is often available on orders of a certain amount and, remember, most furnishings are available in a wide range spanning from economy through to top end. With heavy use and wear, it may not always be economical to go for the cheapest. Look for functionality, sustainability and overall value for

# Cantilibra Shelving by Demco®

**Cantilibra is the Danish cantilevered shelving system designed in 1949 by Rudolf Koreska and manufactured by us from the original Reska tooling.**

Cantilibra is shelving that has been designed intelligently and with care, to function with integrity over a long period of time: meeting user expectations and providing opportunities for everyone within a community.

Helping libraries to innovate and transform their service delivery to meet key policy objectives – these are all part of the Cantilibra philosophy.

Purity of purpose is what has created the valued Cantilibra look, with a flexibility to achieve the look you want for your space. Cantilibra is the antithesis of fashion. There are few products, designs or brands that remain relevant and fresh yet relatively unchanged over decades. Cantilibra shelving is exactly that.

The original design by Rudolf Koreska still forms the basis of today's Cantilibra range. Now manufactured in the UK using the original Danish tooling, Cantilibra has stood the test of time – yet we continue to develop refinements and options to keep in step with the demands of today's users.

**Design that stands the test of time**

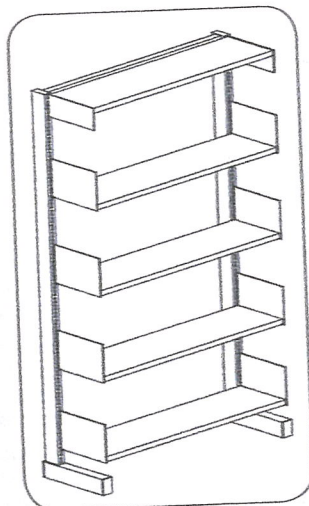
**onal • Value for money • Built to last**

## **First generation**

The original Cantilibra Shelving system.

This is still available to purchase and can be used to add-on additional units to your existing Cantilibra shelving system.

The full range can be found online.



## **Second generation**

A new generation of the classic.

Subtle aesthetic changes means the Cantilibra is still as relevant and up to date today as it was almost 70 years' ago when it was first conceived.