



Freshwater Parish Council
Library Committee Terms of Reference
2026



Freshwater Parish Council

Working For The Community

Library Committee – Terms of Reference

Objective

The committee will be responsible for:

- Oversee the management of the library building and grounds including maintenance and long term repairs
- Work with Isle of Wight Council who manage the library service
- Work with the Friends of Freshwater Library who assist the library service, provide additional activities and fundraising
- Help facilitate wide community use of the library building

Membership

The Committee shall comprise of a minimum of three Parish Councillors.

Chair

The Council will elect a Chair for the forthcoming year at the Annual Meeting. As the committee is comprised of only four councillors, there is no vice-chair.

Voting

Each member shall have one vote apart from the Chair who will have, in addition, a casting vote. Voting shall be by a show of hands. A named vote will be taken if so, requested by a councillor.

Committee Servicing

The Committee shall be serviced by the Parish Clerk, deputy or another officer. The Minutes will be published on the website once approved.

Meetings

Meetings will be held quarterly.

Quorum

Three members constitute a quorum of the Committee.

Public Participation

The meetings will be opened to the public and able to speak under the Chair's discretion.