

Report 23.063 – Dunchurch Parish Council

Library Renovations

Author: Amy Cavendish, Clerk

Date: 8th December 2023**1.0 Introduction**

Work on the library refurbishment has been ongoing under the guidance of the RFO and Cllr Marlow. It is now at the stage that clearance of old and damaged furniture has been removed in anticipation of the refurbishment.

2.0 Childrens Library Refurbishment

Three companies were approached for quotes to refurbish the Children's Library. These companies were The Design Concept, Opening the Book and FG Library & Learning. Of these three companies, only FG Library & Learning provided a quote. The design is attached in Appendix One.

FG Library & Learning are the main supplier to Warwickshire Libraries and have been recommended.

The cost of the redevelopment is £11,121.00 + VAT.

3.0 Photocopier

There are currently three printers and photocopiers in the library. The printer available to members of the public has now been disposed of as it was broken beyond reasonable repair.

It is proposed that one printer replaces all of the printers in the library with the function to scan and print in A4 and A3.

Brother MFC-J5740DW All-in-One Printer Inkjet Wireless - £195.82 exc. VAT

A3 Printing Only, A4 printing, scanning and fax

1.6p mono, 8.6p colour

Epson WorkForce WF-7840DTWF A3+ Colour Multifunction Inkjet - £194.08 exc. VAT

A4/A3 printing, scanning and fax – Use of off brand cartridges.

2.7p mono, 8.7p colour

HP OfficeJet Pro 7740 - £191.63 exc. VAT

A4/A3 printing, scanning and fax – Only able to use HP Cartridges

1.7p mono, 9.1p colour

4.0 Library Computers

Staff computers have now been replaced with more suitable computers. There are now two computers available to replace the old and broken computers in the library. The computers can be wiped by staff however this basic wipe leaves data on the computer that can be accessed with the correct knowledge. Therefore it has been advised that the computers should be professionally wiped at the cost of approximately £120 per computer.

Report 23.063 – Dunchurch Parish Council

Library Renovations

Author: Amy Cavendish, Clerk

Date: 8th December 2023

5.0 Recommendation

It is recommended that Councillors approve the cost of the Children’s Library Renovation.

It is recommended that Councillors approve the cost of a Epson Workforce Printer.