

## Kesgrave Library Annual report for Kesgrave Town Council: 2017 / 2018

### **Background**

The purpose of this report is to provide a summary of the performance of Kesgrave Library during 2017 / 2018. Kesgrave Library continues to be one of the busiest small libraries in Suffolk.

As well as the high number of items issued and high visitor numbers, the attendance figures at events and activities are among the highest in the county. The library has continued to be particularly successful at engaging with children.

The number of customers and book issues are high for a library with fairly short opening hours and this means that the library staff are often under pressure to keep up with the volume of customers. Therefore, Suffolk Libraries has recently taken the decision to increase the opening hours at Kesgrave Library by 6 hours per week. This will provide customers with more opportunity to use the library and ensure that there isn't so much pressure on staff. The library is currently carrying out a consultation with customers to identify which additional opening times would be most popular. Once this survey is complete, the task of identifying staff to work the additional hours will take place. It is likely that the increase in hours will be implemented during May or June.

Given this increase and the related increase in costs of Kesgrave Library, the grant from Kesgrave Town Council towards the running of the library is more important than ever.

### **Summary of activities at Kesgrave Library during 2017 / 2018**

- In April 2017, the library held a Body Shop / Osborne book party during Tot Rock and Baby Bounce, enabling parents with young children to take part.
- Martlesham Primary Academy put up a display in the library on Aztecs and Mayans and some of the pupils came in to talk to customers about their learning. This is part of the curriculum and encourages pupils to expand their knowledge and share it with others. It also gives them confidence to talk to people outside their class environment.
- The staff and Kesgrave Library Community Group (KLCG) ran a Spring Fayre on Sunday 9th April 2017 which was well attended.
- Kesgrave Library became a test site for the new self-service machines due to the high number of books issued by the library.
- The Saturday morning one-to-one IT sessions, which are run by staff once a month, were popular throughout the year.
- In June, the library launched an after-school Lego Club on Tuesdays using Lego donated by customers. This is proving very popular and attracting new library customers.
- KLCG ran a nearly new book sale with books donated by customers which raised £175.
- Year one classes from Cedarwood visited, making bookmarks and learning about how a library runs, as well as taking out books on their library cards.
- Both book groups are still very well attended with interest from new members most months.
- Staff visited local primary schools to promote the Summer Reading Challenge. This year's theme is Animal Agents.
- Tot Rock/Baby Bounce and Story Time are still proving very popular with customers of pre-school aged children

- The Year 3s from Cedarwood visited the library before the summer holidays. This visit included a talk about how a library runs, a library based quiz and a craft activity making bookmarks. The library also registered pupils to the library who didn't already have library cards.
  - The library welcomed two work experience pupils from Kesgrave High School during July for three weeks and both enjoyed their time with the library.
  - SPARKS awarded KLCG a grant of £450 towards the various costs relating to the summer reading challenge. The funds were used to pay for additional prizes, as well as for the launch and presentation days.
  - The library held a 'Minion Morning' to launch the Summer Reading Challenge which was attended by around 430 people in three hours. The event, which even featured a visit from a Minion, was covered by the East Anglian Daily Times.
  - 462 children signed up to the Animal Agents Summer Reading Challenge this year with 328 finishing.
  - Each week throughout the challenge, there was a different craft activity based on the Animal Agents theme. This attracted over 1500 children throughout the six week challenge.
  - 25 volunteers supported the summer reading challenge at Kesgrave, contributing an amazing 480 hours.
  - The reading challenge presentation took place on Sunday 10th September, with medals presented by Alison Wheeler, the CEO of Suffolk Libraries and Neal Beecroft-Smith, the Chair of Kesgrave Town Council. This event also included a magician's show, attended by 250 of the finishers along with their friends and families.
  - In August the library held a Body Shop party to raise funds for prizes for their Christmas Fayre.
  - The library started selling Cards for Good Causes and Suffolk Wildlife Fund Charity Christmas cards in October and trade has been very good.
  - KLCG held a Halloween Fayre, supported by library staff. This was successful with over 200 people attending.
  - The free IT sessions are still very popular and are booked up until the end of the year.
  - The library has two Sunday craft volunteers from year 10 at Kesgrave High School. They have recently completed the volunteering element of their Duke of Edinburgh Bronze Award by helping to run the weekly sessions, and have both asked to continue in these roles.
- On 18<sup>th</sup> November, The Book Surgeon, Michael Holton, visited the library and ran a stall which showed how he can mend, and repair books, as well as make book sculptures. This was his second visit and once more proved popular with Michael securing work on both occasions.
- KLCG held a small donated as new book sale.
  - The Charity Christmas Cards for Good Causes and Suffolk Wildlife Fund were very successful with the library selling over £2000 of cards - an increase on the previous year of approximately £500.00.
  - KLCG held a Christmas Fayre and raised over £120 towards the free weekly children's craft activities which are held in the library.
  - Father Christmas visited Tot Rock, Baby Bounce and Story Time giving all the children who attended a book which was paid for by KLCG
  - KLCG secured a grant for a new display unit to house the 'Suffolk Loves' collection of books which is one of Kesgrave's highest issuers.
  - They have also secured a grant to enable staff to continue their outreach work in the community for the next year from April 2018.
  - The library's one to one computer help sessions, which are run by a member of staff one Saturday morning a month, helped over 40 people last year and is fully booked for January 2018.
  - From January, Knit and Natter has increased in frequency to every other week due to high demand.
  - Two new volunteers are starting in early January, helping out every other Thursday and Saturday afternoons.
  - Paddington Bear and Friends Event on 18<sup>th</sup> March 2018 - this event was run by KLCG. During the event the BookStart bear visited as well as there being stalls, a raffle, a free craft and treasure hunt for the children and the winners of our drawing competition were announced. This event was well attended by approximately 185 people.
  - Refurbished the Comfy Corner in March with grants from Anglia Research (a local genealogy company) and Rushmere St Andrew Parish Council. The area has new sofas, seating for children, a display area, a bright and colourful rug and art work drawn by a member of Kesgrave's staff. Comfy Corner was

officially opened by a representative from Anglia Research and Rushmere St Andrew Parish Council and reported in the EADT.

- The library manager won the Suffolk coastal District Council Business and Community Awards 2018 for Services to the Community (Individual). The Award is in recognition of the manager's success in transforming Kesgrave Library into a thriving and much-loved community facility which meets the needs of children and families in the area.
- The library started the public consultation for additional opening hours. This finishes on Saturday 21st April.

## Performance figures: Usage of Kesgrave Library, April 2015 to February 2018

*Note: library closed for 4 days for refurbishment in April 2016*

The following tables compare the usage of the library during for the last three years.

Month	Visitors			Issues		
	15/16	16/17	17/18	15/16	16/17	17/18
April	3279	3361	3869	3141	4827	5607
May	3547	4010	3796	3139	5470	5349
June	3627	3675	3806	3256	5222	5294
July	5231	5411	5213	3718	7006	7619
August	5473	5871	6105	3861	7329	8259
September	4575	5063	4740	3720	5473	6057
October	3797	4259	4191	3948	5624	5901
November	3517	3826	3775	3401	4956	5546
December	2835	3281	3067	2989	4276	4193
January	3672	3262	3546	4705	4695	5243
February	3689	3445	3259	3354	5347	5038
March	3798	3775	3775	3486	5615	5769
<b>Average</b>	<b>3920.00</b>	<b>4103.25</b>	<b>4095.17</b>	<b>3559.83</b>	<b>5486.67</b>	<b>5822.92</b>

Attendees at regular events for children												
Month	Children			Adults			Total			Sessions		
	15/16	16/17	17/18	15/16	16/17	17/18	15/16	16/17	17/18	15/16	16/17	17/18
April	173	219	207	138	168	99	311	387	306	6	10	10
May	187	376	292	140	295	195	327	671	487	9	17	16
June	229	336	255	180	274	209	409	610	464	12	16	19
July	635	601	653	378	395	426	1013	996	1079	20	20	24
August	773	904	972	453	530	563	1226	1434	1535	26	26	27
September	512	510	408	407	364	338	919	874	746	17	19	22
October	404	335	367	333	259	280	737	594	647	12	13	21
November	333	376	288	268	341	241	601	717	529	14	15	20
December	250	282	231	197	244	189	447	526	420	13	12	17
January	404	302	302	328	256	259	732	558	561	16	16	20
February	303	259	290	229	207	238	532	466	528	13	13	17
March	340	325	326	269	284	257	609	609	583	14	12	17
<b>Average</b>	<b>378.58</b>	<b>402.08</b>	<b>382.58</b>	<b>276.67</b>	<b>301.42</b>	<b>274.50</b>	<b>655.25</b>	<b>703.50</b>	<b>657.08</b>	<b>14.33</b>	<b>15.75</b>	<b>19.17</b>

Total number of attendees at events												
Month	Children			Adults			Total			Sessions		
	15/16	16/17	17/18	15/16	16/17	17/18	15/16	16/17	17/18	15/16	16/17	17/18
April	258	219	421	236	180	397	494	399	818	11	12	19
May	187	516	292	151	357	569	338	873	861	11	25	21
June	271	511	315	215	404	231	486	915	546	18	21	23
July	835	711	974	543	563	621	1378	1274	1595	24	24	30
August	779	906	972	471	546	581	1250	1452	1553	28	28	33
September	862	740	820	749	761	574	1611	1501	1394	22	23	31
October	584	406	516	450	359	404	1034	765	920	18	18	29
November	459	488	288	410	500	260	869	988	548	19	21	24
December	250	339	306	207	269	346	457	608	652	15	17	23
January	438	362	302	413	286	288	851	648	590	20	22	30
February	422	259	290	280	233	262	702	492	552	18	21	24

March	435	452	411	389	385	376	824	385	787	18	27	22
Average	481.67	492.42	492.25	376.17	403.58	409.08	857.83	858.33	901.33	18.50	21.58	25.75

## **Conclusion**

The summary of activities highlight the success of Kesgrave Library with visitor levels remaining at the same high level as the previous year, issues increasing by an average of around 350 per month and attendees at events and activities increasing from the previous year. With an increase in opening hours set to be introduced in the coming months, Kesgrave Library will become an increasingly pivotal element of the community in Kesgrave.