**PARISH COUNCIL AGENDA ITEM AND REPORTS**

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| AGENDA ITEM: |  | TO DISCUSS and consider the shingham telephone kiosk being repainted by volunteers and run as a book swap by volunteers |
| MEETING: |  | FULL COUNCIL MEETING ON MONDAY 15th MAY |
| REPORT BY: |  | Sharon Sweet, Clerk & RFO |
| DATE: |  | April 2023 |

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| 1. **PURPOSE & BACKGROUND OF THE REPORT**   The report and attachments detail the costs, health & safety considerations and any ongoing considerations of the Shingham telephone kiosk being repainted and repurposed as a book swap. |
| 1. **FINANCIAL COSTS**   Paint kit from XConnect [Red Telephone Box K6 PAINT KIT (x2connect.com)](https://www.x2connect.com/Shop/K6/Paint/K6%20PAINT%20KIT) £127 (excl VAT)  PPE:  Timber for shelving:  Storage boxes if needed:  Other:  **TOTAL BUDGET: Estimated not to exceed £500**  **BUDGET COST CENTRE: Contingency or reserves** (start of yr budget for contingency - £1000.00) |
| 1. **RECOMMENDATIONS**  * The Shingham telephone kiosk is repainted and repurposed as a book swap, by community volunteers. Shingham residents have expressed an interest in completing this work. * To defer a decision on repurposing the Beachamwell Grade II listed telephone kiosk to a later date * A working group is established iro the Shingham kiosk. The working group should proceed with the work (within the agreed budget and following the terms of reference) and report back to Council regularly. * To aim for work to be completed during 2023. |
| 1. **ANY OTHER INFORMATION**   Repurposing telephone kiosks as a community book swap is a popular way to re-use a kiosk. It is common for community volunteers to paint and look after the kiosks.  Involving the volunteers in this project promotes community engagement and improves social wellbeing.   * A risk assessment for volunteers to paint the kiosk must be carried out, generic risk assessments from the SLCC for ‘Painting and Decorating’; ‘Using ladders/Step ladders’; ‘Manual Handling’ are available as needed   Additional info:   * Working Group Terms of Reference ‘Shingham Telephone Box - Book Swap’ |