

# Laws governing Cambridgeshire Libraries

## LIBRARY BYELAWS made under Section 19 of the Public Libraries and Museums Act 1964 by the Cambridgeshire County Council.

1. In these Byelaws, unless the context otherwise requires:

- (a) "the Act" means the Public Libraries and Museums Act 1964;
- (b) "the Library Authority" means the Cambridgeshire County Council;
- (c) "library" means any library for the time being maintained by the Library Authority for the purposes of its functions under the Act and includes a vehicle when being used for those purposes;
- (d) "the Librarian" means the person appointed as such by the Library Authority or, in his absence, any other person authorised by the Library Authority to act on his behalf
- (e) "library officer" means the librarian or any other person employed by the Library Authority for the purposes of its functions under the Act
- (f) "book" includes any and every book, journal, pamphlet, music score, manuscript, picture, print, photograph, engraving, etching, deed, map, chart, plan, gramophone record, film, and any other article of a like nature forming part of the contents of the Library or lent to any person by or on behalf of the Library Authority.

2. An act necessary for the proper execution of his duty by a library officer shall not be deemed to be a contravention of these Byelaws.

3. A person shall not give a false name or address for the purpose of entering any part of the library or for the purpose of using any facilities provided in connection therewith.

4. A person who is offensively unclean in person or dress or who is suffering from an offensive disease, shall not enter or use the library.

5. Except with the consent of a library officer, a person shall not:

(a) cause or allow any dog other than a guide-dog accompanying a blind person or other animal belonging to him or under his control to enter or remain in the library; or

(b) bring into any part of the library a wheeled vehicle or conveyance other than a hand-propelled invalid chair.

6. A person shall not, after proper warning by a library officer, remain in the library after the time fixed for its closing.

7. A person shall not, unless duly authorized, take any book from the library. A person shall be guilty of a breach of this byelaw who attempts to take a book past a checkout point without its being issued in accordance with the library's procedures or without being given permission by a library officer to do so.

8. A person shall not carelessly or negligently soil, tear, cut, deface, damage, injure, or destroy any book or the furniture, fittings or other contents of the library.

9. Except with the consent of a library officer, a person shall not make a tracing of any portion of a book.

10. A person who:

(a) after the end of the period for which it was lent has the charge or possession of a book borrowed from the library or from any body or person acting on behalf of the Library Authority, and

(b) after having been requested in writing by the Library Authority, to deliver it up to that Authority, has failed to do so within a period of fourteen days after the date of the request, and

(c) has not paid to the Library Authority the market value thereof or such lesser sum as that Authority may agree

shall not except with the consent of the Librarian borrow any further book from the library.

11. A person from whom any sum is due to the Library Authority by reason of a charge made under Section 8 (2) of the Act in respect of failure to return a book before the end of the period for which it was lent shall not, except with the consent of the Librarian, borrow any book from the library after having been notified in writing by the Library Authority of the amount due.

12. (a) A person having the charge or possession of any book which the Library Authority is entitled to have returned to it shall deliver it up to the Librarian within fourteen days of the service upon him by the Authority of a notice requiring him so to do.

(b) For the purposes of this Byelaw, a notice may be served upon any person by delivering it to him, or by leaving it at his usual or last known place of residence, or by sending it by registered post or recorded delivery service addressed to him at that place.

13. A person shall not behave in a disorderly manner in the library or use violent, abusive or obscene language therein.

14. A person shall not spit in the library.

15. A person shall not, after warning by a library officer, persist in sleeping in the library.

16. A person shall not engage in audible conversation in any part of the library set apart as a reference, a record or a reading department after having been requested not to do so by a library officer.

17. A person shall not wilfully obstruct any library officer in the execution of his duty or wilfully disturb, obstruct, interrupt or annoy any other person in the proper use of the library.

18. A person shall not without the consent of the librarian display, distribute, affix or post any bill, placard or notice in, to or upon any part of the library.

19. A person shall not without the consent of the Librarian, offer anything for sale in the library.

20. A person shall not lie on the furniture or fittings of the library or on the floor thereof except with the consent of the Librarian, on the floor of any part of the library for the time being set apart for the use of children.

21. A person shall not smoke or strike a light in any part of the library set apart for the use of the public, except in any part thereof in which, when it is being used for an educational, cultural or other event under Section 20 of the Act, the Library Authority allows smoking.

22. A person shall not partake of refreshment in the library, except in any part thereof set apart for that purpose, or in which, when it is being used for an educational, cultural or any other event under Section 20 of the Act, this Library Authority allows the partaking of refreshments.

23. Except with the consent of the Librarian, a person shall not cause or allow any apparatus for the reception of sound or television broadcasting or for the reproduction of sound to be operated in any part of the library set apart for the use of the public.

24. Every person who shall offend against any of the foregoing Byelaws (other than Byelaws 10 and 11) shall be liable on summary conviction to a fine not exceeding the sum of £50 and in the case of a continuing offence under Byelaw 12 for a further fine not exceeding £2 for each day during which the offence continues after conviction therefore.

25. Every person who, within the view of a library officer, contravenes any of the foregoing Byelaws may be excluded or removed from the library by such officer if:-

(a) his name and address are unknown to and cannot readily be ascertained by the officer; or

(b) from the nature of the contravention or from any other fact of which the officer may have knowledge or be credibly informed there is reasonable ground for belief that his continuance in the library may result in another contravention of the Byelaws or that his exclusion or removal from the library is otherwise necessary for the proper use and regulation thereof.

26. On the coming into operation of these Byelaws, the Byelaws relating to libraries made by the authorities mentioned in the first column below and sealed and confirmed on the dates respectively specified in the second and third columns shall, to the extent that they relate to any library with the meaning of Byelaw 1 (c) of these Byelaws, be revoked.

Huntingdon & Peterborough County Council: 29th July, 1969, 17th August, 1970, Secretary of State for Education and Science; County Council Cambridgeshire, 1st November 1968, 1st January, 1969, Secretary of State for Education and Science; Cambridgeshire & Isle of Ely County Council, 1<sup>st</sup> November 1968, 1<sup>st</sup> January, 1969, Secretary of State for Education and Science; City of Peterborough, 9<sup>th</sup> September, 1966, 19<sup>th</sup> October, 1966, Secretary of State for Education and Science; City of Cambridge, 7th May, 1971, 28th June, 1971, Secretary of State for Education and Science.

The COMMON SEAL of CAMBRIDGSHIRE COUNTY COUNCIL was hereunto affixed this 22nd day of August, 1974, in the presence of :-J.A.

LAVERACK, County Secretary. Confirmed under the Official Seal of the Secretary of State for Education and Science on 31st October, 1974. S.A. Williams.

Authorised under Section 3 of the Education Act, 1944. Amended on 24th September, 1986.

R.W.L. WILDING