

DEPARTMENT OF EDUCATION AND SCIENCE
BYELAWS
Section 19 of the
Public Libraries and Museums Act 1964
by the
ROYAL BOROUGH OF KINGSTON OF THAMES

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 Council of the Royal Borough of Kingston upon Thames;
 - (c) "Library" means any library, museum or art gallery 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 persons 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, specimen, exhibit 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 in 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 to 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 authorised, take any book from the library.
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 request, and
 - (c) has not paid the Library Authority in respect thereof an agreed sum by way of compensation.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 notified in writing by the Library Authority of the amount due.

12. (i) A person having the charge of 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
(ii) For the purposes of this Byelaw, a notice may be served upon any person by delivering it to him, or by leaving 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 or use violent, abusive or obscene language, therein.
14. A person shall not spit in the library.
15. A person shall not, after a 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 department or for reading after having been requested 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 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, except with the consent of a library officer, partake of refreshment in the library, 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 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 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 five pounds and in respect of Byelaw 12 to a further fine not exceeding twenty shillings for each day during which the offence continues after conviction therefor.
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 relating to the libraries, museum and art gallery, which were made by the Mayor, Alderman and Burgesses of the Royal Borough of Kingston upon Thames on the first day of July, 1964 and were confirmed by the Secretary of State for Education and Science on the fifth day of October, 1964 shall be revoked.

SEAL

THE COMMON SEAL of the Mayor Aldermen and Burgesses of the Royal Borough of Kingston upon Thames was hereunto affixed this Twentyfifth day of November 1966 in the presence of:-

JOHN A BELCHER

Mayor

J.NOEL MARTIN

Town Clerk

Confirmed under the Official Seal of the

SEAL

Secretary of State for Education and
Science on 1st February 1967.

MERVYN LONGHURST

Authorised under Section 3 of the
Education Act 1944.

NOTE

By virtue of Section 250 (6) of the Local Government Act 1933, these Byelaws will come into operation on
1st March 1967.