

# Report and Financial Statement

For the period 1 May 2019 —30 April 2020

## Registration details

Debenham Library Foundation  
A Charitable Incorporated Organisation  
Registered Number 1154313  
School Corner,  
Debenham,  
Stowmarket,  
Suffolk IP14 6PL

## Trustees

Tony Hutt	Chair
Richard Blackwell	
Maureen John	Nominee of Suffolk's Libraries IPS
Howard Simpson	
Pam Harling-Challis	

## Bankers

The Co-operative Bank,  
PO Box 240,  
Delf House,  
Southway,  
Skelmersdale,  
WWN8 6WT  
Main account: 089299 65674112 00

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## Introduction

### Report of the trustees for the year ending April 30, 2020

The trustees are pleased to present their annual report together with the financial statement for the year ending April 30, 2020.

### Chair's report

There have been no major changes during the year, but the library continues to be well used and numbers are still increasing gradually. All primary school children continue to be registered and there is a weekly session for school children in the library. The Summer Reading Challenge was well supported by children.

Four films were shown during the year in the School Hall as follows:-

Some Like it Hot	21-6-19
Evita	13-9-19
Yesterday	15-11-19
Sorry, We Missed You	31-1-20

One of these films, Yesterday, had significant local interest content, featuring Ed Sheeran who lives nearby, and various filming locations in Suffolk and Norfolk. All made a profit and attracted regular attendees.

Unfortunately the Covid-19 pandemic prevented us from showing any more films from March onwards. The Library closed from the week beginning 23 March. During this time, library staff at Debenham have been using online training courses and contacting vulnerable customers. Some book publishers gave permission for video recordings of illustrated children's books, so staff have published some readings of children's books on the Debenham Library and Friends Facebook page with help from a volunteer. Some of these featured on Suffolk Libraries' social media output also. A video tour of the library's garden was also made and published. This was in addition to the efforts being made by Suffolk Libraries to publicise their various online offerings including eBooks and Audiobooks, plus videos being made by staff at other libraries.

Publicity of the Library's and Friends' activities continues in Parish Magazines and websites in Debenham and nearby villages, which is broadening with time.

Children and young people continue to make good use of the board books, picture books and other resources suited to their age groups.

Work in the garden continues, and afternoon teas held during the summer were held outside where possible.

One volunteer assists in the library weekly, and occasionally others.

The Library Friends meet approximately monthly to plan fund-raising and other events.

## Structure, Governance and Management

The DLF was initiated by a local library campaign group, and three of its members were asked to become the founding trustees. In order to ensure continued representation of other bodies, there are also nominated trustees. Three nominating bodies are named in

the constitution: Sir Robert Hitcham Primary School, Suffolk's Libraries IPS and Debenham parish council.

The DLF is a Charitable Incorporated Organisation and its rules are laid down in the constitution which was approved by the Charity Commission in October 2013. This permits the trustees to appoint additional trustees or ask other community organisations to nominate trustees. These powers have not been used.

The Debenham Library Working Group was dissolved after the successful completion of the move of the library to its new premises in September 2016.

The trustees delegate work to a 'Debenham Library Friends Group' who are a group of volunteers who bring enthusiasm and support to the library whenever a fundraising event is being organized.

The trustees oversee the Friends Group and review decisions, to ensure they meet the objectives of the foundation.

## Objectives

These are stated in the constitution to be: (and remain unchanged from last year)

- (1) To advance the education of the general public in Debenham, Suffolk, and the surrounding area, in particular but not exclusively by the provision of a lending library.
- (2) To further or benefit the residents of Debenham, Suffolk, and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other options by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the quality of life for residents.

The trustees endeavour to ensure that there is a continuing free public library service in Debenham regardless of any further cuts in local authority spending. The new, larger premises have allowed greater use - especially by children - as well as room hire and fund-raising activities. This makes for greater sustainability should Suffolk Libraries reduce funding of the library.

Longer-term plans include the provision of all-age education programmes, events for various social groups and access to a wide range of services available to the public. No education classes were held during the period, but we continue to look for openings should the demand be present and suitable tutors available.

The library can also support economic development both with information and as a meeting place with full access to online and traditional sources.

The primary test for additional services will be community benefit but the trustees will also seek to establish income streams which help ensure a continuing library service.

## **Performance and Achievements**

The library continues to be popular with users making the most of the new premises. The provision of refreshments for purchase within the new facility (during opening hours, as well as at fund-raising events) has helped to generate a greater community spirit within the space, as have regular film showings.

New members continue to join the library and we are pleased to see that all new primary school children are signed up as members.

Colocation with the school has allowed use of the school hall for showing films with a bigger audience, and use of the garden area outside for fund-raising events.

## **Future Plans**

Work on developing services will continue. It is intended to print and distribute a leaflet about the library to all households in Debenham, so that all Debenham residents are aware of the new location and its facilities.

## Finance

	Balance Sheet at April 30, 2020	
<b>Fixed Assets</b>	£0	
<b>Current Assets</b>	£4755	
<b>Cash at bank</b>		
<b>Creditors</b>	£0	
<b>Net current assets</b>		£4755
<b>Restricted Funds</b>	£600	
<b>Unrestricted funds</b>	£4155	
		£4755
<b>Total Funds</b>		

	Income and expenditure 2020		
	Income	Expenditure	
<b>Grant funding</b>	£299		
<b>Local events</b>	£172		
<b>Film Events</b>	£1181		
<b>Donations</b>	£30		
<b>Total</b>	£1682		
<b>Expenditure</b>			
<b>Film &amp; Local event</b>		£836	
<b>Sundries</b>		£161	
<b>Benches</b>		£649	
<b>Net income</b>	£36		