

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	20	March	2019		31	March

Section A Reference and administration details

Charity name Friends of Church Stretton Library

Other names charity is known by

Registered charity number (if any) 5136916

Charity's principal address Church Stretton Library

Church Street

Church Stretton

Postcode

SY6 6DQ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sheila Davies	Chair		
2	Madeline Haigh	Secretary		
3	Janet Newman			
4	Margaret Quartly	Treasurer		
5	Graham Lewis			
6	Ben Warren		Became trustee on 13/11/2019	
7	Kate Williams		Became trustee on 13/11/2019 -	
8	Hazel Whitehouse		20/03//2019-13/11/2019	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Ben Hilliard	Sandford Lodge, Clive Avenue, Church Stretton, United Kingdom, SY6 7BS

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by members or co-opted by Committee

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

<p>People interested in becoming a trustee are first invited to attend a few committee meetings so that they better understand the role, before agreeing to formally become a trustee.</p> <p>They are also provided with the charity commission document - ‘Charity Trustee-what’s involved CC3A’ and copies of the policies listed below which can be found on our website.</p> <p>Data Protection, Equality, Financial, Safeguarding and Terms of Reference</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The purpose of the CIO is to promote the advancement of education for the general public in Church Stretton and surrounding area, in particular but not exclusively by supporting the provision of a community library and information centre.

To further or benefit the residents of Church Stretton and surrounding area, without distinction of sex, sexual orientation, race, disability or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisation in a common effort to advance education and facilitate learning and to provide facilities in the interests of social welfare for recreation, leisure time and occupation with the objective of improving the conditions of life for the residents.

The objectives of the charity are:

- to support the provision of a community library and information centre in Church Stretton; to promote education, cultural activities and lifelong learning in Church Stretton and the surrounding area.
- to organise events and activities which support education, culture and the health and wellbeing of residents and visitors. –
- to encourage the involvement of the local community in all we do without distinction of gender, age, sexual orientation, race, disability, religion or political opinions.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Our activities in pursuit of these objects include:

- Proactively encouraging the local community to make use of library facilities
- Raising funds to support and enhance the work of the library
- Running a programme of activities supporting lifelong learning, culture and promoting health and social well being
- Providing volunteers to support - but not replace library staff - and enhance the work of the library
- Acting as a link between the Church Stretton Library Service and the wider community
- Working in collaboration with other local groups and organisations to support a coordinated approach
- Encouraging the involvement of local community in all we do, without distinction of gender, sexual orientation, race, disability, religion or political opinions

In pursuing these activities trustees have followed the guidance issues by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We have a large and active corps of volunteers who support our work in several ways:

- raising funds through table top sales, stalls at charity fairs and other venues
- advising visitors at the library's Visitor Information Centre during holiday periods
- organising our programme of speakers
- supporting events (selling tickets, organising seating, serving refreshments etc)
- putting up posters and distributing other forms of publicity to advertise such events
- assisting at holiday activities for children
- proofreading publicity materials and articles
- baking cakes and other goods to serve at such events

These different contributions are much valued, and we hold occasional 'thankyou' events that bring volunteers together and generating new links between the library service, local stakeholders and the wider community

Summary of the main achievements of the charity during the year

During 2019 the Charity has:

1. Recruited two additional Trustees to broaden our skills profile and be able to offer a wider range of events and activities
2. Widened our group of volunteers and supporters (over 30 active individuals offering a range of forms of support, as detailed in section E)
3. Planned and delivered a range of cultural, leisure and educational events: music, drama, local history, quiz evenings and other events that support our goals
4. Raised £13,433 (rounded) in income and expenditure of £2,100 (rounded) giving us a net "profit" of £11,333. Approx 1,800.00 of this income was money carried over from previous years activities before we became a registered charity, when we were operating as a limited company called Church Stretton Library Support Group.

Some of this income has been used to support library events and activities, enhance the library service through small purchases, and to build a robust base for supporting Church Stretton Library in the future.

5. Provided volunteers to support library staff e.g. Summer holiday events for children, on line help week, visitor information centre during summer peak times.
6. Made an active contribution to Shropshire Council library development initiatives: book weeks, on line help weeks, Dementia week, national poetry day, children's holiday activities and other activities that seek to enhance the health, well-being and involvement of local residents
7. Built positive links with the Town council, local traders, partners and community organisations

These all demonstrated the value of collaboration between a professionally run library, the Town Council and an active Friends group. They also show ways in which local engagement can help secure the future development of the library service and foster new generations of active users.

Section E**Financial review****Brief statement of the charity's policy on reserves**

£5,000 from this year's income has been put into a reserve to cover anticipated expenses which will be required to support and enhance the work of the library in 2021/2022.

Details of any funds materially in deficit**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

We have adopted a finance policy to safeguard the assets of Friends of Church Stretton Library so far as possible and to provide clear procedures for controlling the finances of the organisation.

Authorisation for any expenditure greater than £30.00 must first be approved by the Trustee Board. This ensures that all spending is appropriate and supports the charities objectives.

Section F**Other optional information**

Due to Covid 19 restrictions we have been unable to hold an AGM. To mitigate against this we have:

- circulated our trustees annual report and end of year accounts to all our members, inviting them to come back with any queries
- our board of trustees have agreed to continue as trustees until we can hold an AGM

Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>S M Davies</i>	<i>Madeline P. Haigh</i>
Full name(s)	Sheila Davies	Madeline Haigh
Position (eg Secretary, Chair, etc)	Chair	

Date 14/10/2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Friends of Church Stretton Library	No (if any)
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Receipts and payments accounts

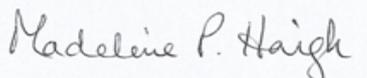
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For the period from	Period start date 20.03.19	To	Period end date 31.03.20
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Events	6,184	-	-	6,184	-
Donations	6,550	-	-	6,550	-
Gift Aid	699	-	-	699	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,433	-	-	13,433	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,433	-	-	13,433	-
A3 Payments					
Cost of events	1,110	-	-	1,110	-
Postage & Stationery	284	-	-	284	-
Publicity	343	-	-	343	-
Repairs & Renewals	109	-	-	109	-
Insurance	199	-	-	199	-
Miscellaneous	55	-	-	55	-
Grants to Library	704	-	-	704	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,804	-	-	2,804	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,804	-	-	2,804	-
Net of receipts/(payments)	10,629	-	-	10,629	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	10,629	-	-	10,629	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	10,589	-	-
	Cash In Hand	40	-	-
		-	-	-
	Total cash funds	10,629	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
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