

Chair's Report for the Chalfont St Peter Community Library AGM 2021

When I realised, I needed to write this report for the year 2020 I thought there would be nothing much to say, but I was surprisingly wrong.

Since March 2020 there have been no school visits, no toddler Bounce and Rhyme, no Monday Movies, no Knit and Stitch and, of course, little in the way of book borrowing.

The Library Committee had agreed to increase the amount of money spent on new books for 2020 so it was very disappointing when the new books came in and we spent a great deal of time closed.

I then thought back to what we had done in 2020 and realised that despite spending so much time closed we had achieved a great deal

Despite the virus, the majority of our wonderful volunteers returned to work every time we reopened. They agreed to take on the additional Track and Trace requirement, although I could never really understand why it was required, most borrowers spent more time in supermarkets with no Track and Trace, than they did in the library. Some additional volunteers agreed to monitor Track and Trace when we needed additional cover. The Committee would sincerely like to thank all of our volunteers for returning to open the library in such difficult times.

For some volunteers, many of them having worked for nearly 8/9 years since we opened in 2012, decided now was an opportunity to stop. The Committee would also want to thank them for all their past commitment.

Due to this we have a few spaces on our shift rota for new volunteers if anyone knows of interested persons.

Inside the library we sorted the shelves so that as far as possible we could have a one-way system, but sadly had to remove all additional chairs, pouffes, childrens' toys and tables for colouring.

We hope it won't be too long before they can all be put back. The library feels empty without all our additional items.

In the summer of 2019, we had a spate of vandalism, the fence was broken, illegal items stashed in the front garden and youths on the library roof. The committee decided to update the CCTV and that now covers a great deal more of the front and back of the library, including increased clarity.

Thank you to Antony for organising it all

The volunteer gardeners have kept the flower beds and grass areas well stocked and tended, although most other volunteers and customers probably seldom see them. Over many years they have had to remove cut grass and cuttings in their own cars as we couldn't obtain an outside green bin, or any other dustbin for that matter. This may have at last been sorted. Thankyou gardeners for all your hard work and hopefully you won't have to remove debris to the recycling centre for much longer.

During the first lockdown we managed to get the extremely large pot holes filled in the road to the side of the library, including the repair to the dangerously lifted drain cover on the pavement. Buckinghamshire County Council agreed to mend the road, the drain, dig out another drain that was filled with roots and mud and finally re draw the double yellow lines and the parking places. It was an extremely efficient service and we'd like to thank them as well as the library premises volunteers who organised it all.

Buckinghamshire Library Service must also be thanked for providing, free of charge hand gel, masks and wipes and restocking when required.

Buckinghamshire County Council also gave us a Covid grant which the treasurer will comment on. All in all, Buckinghamshire should be congratulated for their support and assistance throughout this difficult time.

The committee and I am sure , all of our volunteers and borrowers, will be looking forward to a better 2021 with full opening and additional activities.

Suer Woodrow, Chair of Trustees, March 2021

Accounts for The Chalfont St. Peter Community Library

1st January 2020 to 31st December 2020



Registered Charity No
1144104

| Income | Actual | Budget | Prior Year |
|-------------------------------|----------------|----------------|----------------|
| Grants BCC | 41,799 | 16,076 | 16,074 |
| Sponsorship | 5 | 0 | 0 |
| Friends/Benefactors Donations | 971 | 840 | 1,121 |
| One off Subscriptions | 163 | 600 | 650 |
| Gift Aid | 1,120 | 500 | 801 |
| DVD Income | 201 | 240 | 443 |
| Other Operational Income | 2,284 | 5,370 | 6,469 |
| Total Income | £46,543 | £23,626 | £25,558 |

| Expenditure | Actual | Budget | Prior Year |
|------------------------------------|----------------|----------------|----------------|
| Insurance | 835 | 835 | 779 |
| Rates | 0 | 0 | 84 |
| Rent | 0 | 0 | 0 |
| Cleaning | 1,663 | 1,860 | 1,681 |
| Furniture & Equipment | 3,333 | 1,560 | -73 |
| Maintenance | 861 | 2,700 | 4,413 |
| Utilities | 4,805 | 5,825 | 5,765 |
| Books | 3,777 | 4,200 | 1,469 |
| DVD Costs | -450 | 0 | 0 |
| Printing & Stationery | 339 | 600 | 389 |
| Newspapers/Periodicals | 97 | 480 | 411 |
| Events/Meetings/Publicity | 311 | 1,070 | 1,444 |
| Security/H&S | 1,471 | 600 | 302 |
| Miscellaneous | 109 | 660 | 320 |
| Total Expenditure | £17,153 | £20,390 | £16,984 |
| Net Income over Expenditure | £29,390 | £3,236 | £8,574 |

Balance Sheet

| | as at 31st December 2020 | | as at 31st December 2019 | |
|-----------------------------|--------------------------|-----------------|--------------------------|-----------------|
| | £ | £ | £ | £ |
| Fixed Assets | | | | |
| Current Assets | | | | |
| Deposit Account | 147,565 | | 125,042 | |
| Prepayments | 1,218 | | 1,151 | |
| Cash at Bank | 5,671 | | 1,899 | |
| Petty Cash | 50 | | 50 | |
| Till Float | 54 | 154,558 | 50 | 128,192 |
| Current Liabilities | | | | |
| Accruals Unrestricted | -1,179 | | -2,620 | |
| Accruals Restricted | 0 | | -409 | |
| Prepaid Grant | 0 | | -725 | |
| DVD Income for BCC | 0 | -1,179 | -450 | -4,203 |
| | | £153,379 | | £123,988 |
| Represented by | | | | |
| Net Income over Expenditure | | | | |
| Balance brought forward | | 123,988 | | 115,414 |
| Movement in Year | | 29,390 | | 8,574 |
| | | £153,379 | | £123,988 |

Accounts approved by the Trustees at a meeting held on

Sue Woodrow

Chair

Peter Brayshaw

Treasurer

16.2.21

19/12/21

17/01/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The Chalfont St Peter Community Library

On accounts for the year
ended

31 December 2020

Charity no
(if any)

1144104

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2020**.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Karen Little

Date: 01/02/2021

Name:

Karen Little

Relevant professional
qualification(s) or body
(if any):

ACCA Affiliate

Address:

33a Lansdown Road, Chalfont St Peter, Buckinghamshire, SL9 9SP