



## Trustees' Annual Report for the period

From **1 April 2020** Period start date To **31 March 2021**  
Period end date

Charity name: **Earls Barton Library & Community Centre**

Charity registration number: **1184350**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Provision of a public library plus related community activities for recreation and/or other leisure time occupation for the benefit of the residents of Earls Barton and the surrounding area.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>At the commencement of the financial year, the country was in lockdown and the library effectively closed. During the lockdown, our facilities were made available to a disabled couple (essential users) once a week for 3 hours. In addition, we operated an enhanced 'Library to You' service to the entire community - delivering books and jigsaws, as required. As lockdown eased, and we reopened for limited hours, we also introduced a few other income- generating activities.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees have been issued with all guidance notes as issued by the Charity Commission on public benefit.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>Not Applicable.</b>
	Para 1.38	<b>Not Applicable.</b>

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	<b>We have over 35 active volunteers who are fully involved in the day to day running of this Community Managed Facility. These are supported by a strong management team and a variety of small sub-committees which take responsibility for different aspects of our work.</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>By providing a delivery service throughout the pandemic and access to our disabled couple (essential users), we were able to support the whole community throughout lockdown. Often, the delivery service co-ordinator, was the only person, many of our users had spoken to for days on end. This was seen as a real lifeline by elderly, housebound, disabled, and young families alike.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Although unable to meet our primary objective of the provision of a Public Library and Community Related Activities, due to lockdown, we know that the limited services we provided were widely acknowledged and appreciated.</b>
Performance of fundraising activities	Para 1.41	<b>As above, but additionally, we submitted a successful bid for a grant contribution towards a</b>

against objectives set		<b>planned building extension.</b>
Investment performance against objectives	Para 1.41	<b>Not applicable.</b>
Other		<b>Not applicable</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>A surplus of £5081 was achieved from overall income amounting to £6262. Of significance was a transfer to the Charity of £10,488.92; being the accumulated reserves generated over 5 years by The Friends of Earls Barton Library, agreed unanimously by all the Friends through a Special Resolution</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Charity's policy for reserves is that these will be reinvested to enhance the Facility. Our primary objective is to fund a much-needed extension. Other plans include:</b> <ul style="list-style-type: none"> <li>- Replacement Heating</li> <li>- Office Space</li> <li>- Reroofing</li> </ul>
Amount of reserves held	Para 1.22	<b>£15,814</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The charity is properly constituted, well supported by Earls Barton Parish Council, and has no issues about continuing as a going concern</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The County Council have agreed that, going forward, any revenue raised by library services, remain with the Charity. Our main income streams will be generated through hiring of space and related activities - when these can resume. Regrettably, our annual Literary Festival, which is</b>
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		<b>our main fundraiser, was cancelled for 2020.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>Not applicable</b>
A description of the principal risks facing the charity	Para 1.46	<b>On-going pandemic restrictions, both for activities and for volunteer support</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>We try to have a mix of trustees from different elements of the local community i.e. Teacher and Governor of local school, Parish Councillors, Library Volunteers, Local Magazine Editor, Financial and Health &amp; Safety Experts. Our first team of trustees are still in post.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Trustees' induction documents sent to all trustees</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>Earls Barton Parish Council are the formal leaseholders under a 25-year lease. We continue to work with them in formulating a suitable agreement to allow us to run the facility.</b>
Other		

### Reference and Administrative details

Charity name	Earls Barton Library & Community Centre
Other name the charity uses	
Registered charity number	1184350

Charity's principal address	Earls Barton Library & Community Centre 27 Broad Street Earls Barton Northamptonshire NN6 0ND

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ian Chacksfield	Chairman		
2	Robert Watts	Treasurer		
3	Carolyn Palôt-Watts	Secretary		
4	Claire Poole			
5	Wayne Mills			
6	Peter Morrall			
7	Jon Rees			
8	Tina Skett			
9	Stephen Watkins			
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**Corporate trustees - names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Carolyn Lesley Palôt-Watts

Carolyn Lesley Palôt-Watts	
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Position (eg  
Secretary, Chair, etc)

Secretary

Secretary	
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Date

16 November 2021

16 November 2021
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**EARLS BARTON LIBRARY AND COMMUNITY CENTRE**  
**INCOME AND EXPENDITURE ACCOUNT - 1 April 2020 to 31 March 2021**

	<b>INCOME</b>		<b>EXPENDITURE</b>
<b>Cash Takings -</b>	<b>(see separate cash ledger)</b>		
Cash balance transferred as at 31 March 2020 from FEBL	£323.77		<b>Sundry Purchases</b>
Donations - specific (Robinsons)	£2,282.00		Non cash purchases - <b>(see separate sheet)</b>
Donations - general	£483.00		Cash Purchases <b>(see separate sheet)</b>
Yard Sale	£690.00		
Father Christmas	£161.00		DBS Costs
Other (ukulele £12 + craft morning £25 + books £203.50 + jigsaws £181.50 + cards £43)	<u>£465.00</u>		NicenStripy
		£4,081.00	MPLC - Licence
<b>Non Cash Income</b>			GLN Subscription
Book Sales		£318.86	Computer Expenses
Donations - specific <b>(see separate sheet)</b>		£89.00	Printing
Room Hire		£25.00	
<b>GRANT</b> - Co-operative Community Fund		<u>£1,424.42</u>	<b>Surplus</b>
		<u>£6,262.05</u>	
Transfer from Friends of Earls Barton Library		£10,488.92	Represented by - Cash held at 31 March 2020
Bank Balance as at 31 March 2020		£245.00	Bank balance -
<b>Surplus</b>		<u><b>£5,081.00</b></u>	
		<u>£15,814.92</u>	

We the undersigned, confirm that we have examined the accounts and are of the opinion that they show a true and accurate record of the Group's activities for the last financial year,

BOB WATTS .....  
 TREASURER

PETER BOLCH.....

SALLY BOLCH.....

DATE

Apr 10, 21

DATE.....

DATE

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**E**

Balance sheet) £437.09  
Cash ledger) £6.00

£40.00  
£132.00  
£319.97  
£30.00  
£119.99  
£96.00

**Sub-total**      £1,181.05  
                         **£5,081.00**  
                         £6,262.05

1 March 2021      £1,165.77  
- 31 March 2021      £14,649.15  
  
                         £15,814.92

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