



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2021 Period start date To 31 March 2022 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	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.
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	In addition to being a Community Run Library facility for the benefit of Earls Barton and the surrounding villages, our Community Centre continues to generate income through its traditional library related activities, We also run a monthly film club, and hold regular coffee mornings. We now receive a significant portion of our income through the hire of the community space to a variety of organisations – eg. Northants Adult Education, local ukulele/mah-jong groups and the local Historical Society to name a few. We were successful in obtaining a grant from the Cooperative Community Fund towards a forthcoming capital project.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have been issued with all guidance notes as issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable.

Policy on social investment including program related investment	Para 1.38	Not Applicable.
Contribution made by volunteers	Para 1.38	We have 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.
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	<p>Since the end of the pandemic, we have increased the opening hours of our library so that our facilities are available 6 days a week.</p> <p>We offer our premises to a local 'junk-food' project on a weekly free of charge basis and we are a collection point for the local Food Bank.</p> <p>Since reopening, we have re-established all of our library led clubs and increased our liaison with the local Primary School. We open especially so that the reception class children can come with their carers/parents and be encouraged to establish reading as part of their daily routine. Any child without an adult is paired with a volunteer who will read to them.</p> <p>We run and facilitate an extremely successful Summer Reading Challenge which involves visiting a number of local schools to promote the project. We run a number of children's events throughout the year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Although we are a Community Managed Library, we are acknowledged as part of the Statutory Provision for the County, which means that we have to meet certain Key Performance Indicators
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		(KPIs) as laid down by the Library Service. We have met all of these, successfully increasing: - <ul style="list-style-type: none"> - Our footfall - Book borrowing - General use of the Library
Performance of fundraising activities against objectives set	Para 1.41	As above, but additionally, we submitted a successful bid for a grant contribution towards a planned building extension and significantly increased our income through facility rental.
Investment performance against objectives	Para 1.41	Not applicable.
Other		Not applicable

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A surplus of £6248 was achieved from overall income amounting to £12447. Of significance was a sum of £2457 from a Cooperative Community Grant referred to above, also £2342 donations from hire to 2 ukulele groups and one mah-jong group.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	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 for Section 106 funding has been secured. All planning permission is in place and commencement of work is imminent. Other plans include: <ul style="list-style-type: none"> - Replacement Heating - Office Space - Accessible toilet
Amount of reserves held	Para 1.22	£22.063
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is properly constituted, well supported by Earls Barton Parish Council, and has no issues about continuing as a going concern

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	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 our main fundraiser, was cancelled for 2020.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	On-going pandemic restrictions, both for activities and for volunteer support
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	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 & Safety Experts. Our first team of trustees are still in post.

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	Trustees' induction documents sent to all trustees
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	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.
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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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)		
Full name(s)	Carolyn Lesley Palôt-Watts	
Position (eg Secretary, Chair, etc)	Secretary	
Date	16 November 2021	

EARLS BARTON LIBRARY AND COMMUNITY CENTRE
INCOME AND EXPENDITURE ACCOUNT - 1 April 2021 to 31 March 2022

INCOME		EXPENDITURE
Cash Takings -	(see separate cash ledger)	
Donations specific - (Robinsons)	£2,074.50 column d	Sundry Purchases (see Sundry P
Donations - General	£400.15 column c	Non cash purchases -
Room Hire	£135.00 column k	Cleaning
Book and Jig-Saw sales	£297.90 columns l & j	DBS Costs
Group Activities (Ukulele, Mah-Jong etc.)	£2,342.00 columns e,f,g,m,l, o	Cash Purchases (see separate
Other (photocopies, card sales)	£356.50 columns h & n	
	£5,606.05 £5,606.05	Extension Costs - £594 + £512 + £2
Other Events - coffee/santa/ukulele gigs	£1,330.60	GLN Subscription
Film Club	£185.05	Web Hosting/Software £185.56 + £5
Non Cash Income (see separate sheet)		MPLC - Licence
Book Sales (World of Books)	£610.21	** Subject to re
Donations - friends & general	£299.00	Service Contract - Scorpion Securi
Room Hire	£1,657.50	Service Contract - Saxon Blinds
Amazon Smile	£101.71	Service Contract - Wellingborough
		Bank Charges
Cooperative Community Fund - Grant	£2,456.86	
Covid Heroes Award (2 x £100)	£200.00	
	£12,446.98	Surplus carried down
Cash held at 1 April 2021	£1,165.77	Cash held at 31 March 2022
Bank Balance as at 1 April 2021	£14,649.15	Bank balance - 31 March 2022
Surplus brought down	£6,248.50	
	£22,063.42	

BOB WATTS
Treasurer

DAVID GRIFFITHS
Accounts Examiner

DATE

Apr 13, 22

DATE

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purchases sheet)

£2,034.41

£892.00

£140.00

cash ledger)

£102.85

£95 + £200

£1,601.00 **

£30.00

£9.99 + £42.50

£288.05

£329.57

claiming from S106 monies

ity

£210.00

£390.00

Doors

£150.00

£30.60

Sub-total

£6,198.48

£6,248.50

£12,446.98

£507.62

£21,555.80

£22,063.42

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