



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2022 Period start date To 31 March 2023 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 film club twice monthly and hold regular coffee mornings. We receive a significant portion of our income through the hire of the community space to a variety of organisations – eg. Northants Adult Education, local ukelele/mah-jong groups, a yoga group and our local u3a branch. We have installed streaming equipment to enable us to launch Earls Barton Talks Books, a series of author events.
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. This information is revised annually.

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 drawn from the volunteers and a variety of small sub-committees which take responsibility for different aspects of our work.
Other		Not applicable

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>Our most significant achievement of the year has been the construction of an extension, funded through a local development Section 106 Grant. This has given us much needed storage space and provided us with the opportunity to redevelop and refurbish other parts of the building.</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>During the year we have set ourselves up as a Recycling Centre and we established a free warm space during the winter months.</p> <p>Twice a week we provide our library to a local, retired teacher, who gives English lessons to Ukrainian refugees who are resident in our village and the surrounding areas. We also provide him with any resources required.</p> <p>Attendance at our library led clubs has increased and we have developed 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</p>

		<p>them.</p> <p>We ran and facilitated 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>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>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 (KPIs) as laid down by the Library Service. We have, for the second year running, met all of these, successfully increasing: -</p> <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	<p>As above.</p> <p>Our film clubs and coffee mornings have been enhanced by our investment and thus attendance at these has increased significantly with donations to match,</p>
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	<p>A surplus of £4,527 was achieved from overall income amounting to £17,380. Of significance was £4,638 received from our Room Hire Activities, plus a generation donation of £1,600 from the Earls Barton village fete. We have kept the Section 106 Grant of £51,156.75 which funded our extension outside of the normal revenue streams as this was self liquidating.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Charity's policy for reserves is that these will be reinvested to improve and enhance our amenities.</p> <p>Our main objective this year, for which a quote has been accepted is to fund the refurbishment of our wc and to provide for a small office for confidential</p>

		meetings and to generate an additional income stream. 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	£33,828
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	Any revenue raised by library services, remain with the Charity. Our main income streams are generated through hiring of space and related activities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We look to protect our reserves by switching funds to interest bearing accounts.
A description of the principal risks facing the charity	Para 1.46	Our main risk is our ability to continue to recruit and retain volunteers. Additionally, we rely on the services provided by the Unitary Authority who run the Library Service across both North and West Northamptonshire. A planned disaggregation of this service causes some concern.
Other		Not applicable

Structure, Governance and Management

Description of charity's trusts:		Not applicable
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	Not applicable
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		Not applicable

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	Pollyanna Hadman			
5	Peter Morrall			
6	Claire Poole			
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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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

1 August 2023

1 August 2023

EARLS BARTON LIBRARY AND COMMUNITY CENTRE

INCOME AND EXPENDITURE ACCOUNT - 1 April 2022 to 31 March 2023.

INCOME

Activities (<i>Ukulele, M-J, Knit & Natter, Scrabble</i>)	£2,827.50
Sales (<i>cards, Books, Shop, Jigsaws</i>)	£1,021.05
Fines	£195.60
Printing/Copying	£241.10
General Donations	£963.45
Friends Donations	£289.00
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	£5,537.70
<i>Other Events - (see Cash Sheets - Other Cash Income)</i>	
£2106.50 cash + £85 SumUp	£2,191.50
Film Club	£785.20
Book Sales - Ziffit/World of Books	£379.81
Amazon Smile	£76.52
Room Hire	£4,637.50
Bank Interest - Business Money Manager Account	£70.47
NNC Grant - Warm Space	£500.00
Earls Barton Village Fete - Specific Donation	£1,600.00
Section 106 Refund of Advance Payments reported in 2021/2022 Accounts	£1,601.00
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	£17,379.70
Unspent 106 Grant of £52,156.75 - see opposite.	£7,238.07
Cash held at 1 April 2022	£507.62
Bank Balance as at 1 April 2022	£21,555.80
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Surplus brought down	£4,527.40
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	£33,828.89

EXPENDITURE

Sundry Purchases (£3416.05 + £614.35)	£4,030.40
Streaming Equipment (£438.63 +£102.00)	£540.63
New Library laptop for Earls Barton Talks Books	£598.80
Stationery	£757.47
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Service Contracts	£5,927.30
Saxon Blinds	£883.20
Scorpion Security	£1,977.30
Wellingborough Doors	£90.00
Virgin Media	£461.70
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	£3,412.20
Cleaning	£1,248.00
Design and Printing - (£500 + £530 + £544)	£1,574.00
Zoom Licence	£143.88
Film Club (MPLC) Licence	£402.07
Bank Charges	£101.75
Sumup Card Reader Charges	£43.09
Sumup adjustment due to rounding re charging rate 0.169%	£0.01
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Sub-total	£12,852.30
Surplus Carried down	£4,527.40
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	£17,379.70
Bank Balance - 31 March 2023	£1,106.79
Business Money Manager Account - 31 March 23	** £24,344.93
CAF 60 Day Notice Account. Shawbrook Bank 31 March 23	£8,000.00
Cash held at 31 March 2023	£377.17
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** Includes Section 106 Monies £7,238.07 of £51,156.75	£33,828.89

BOB WATTS
Treasurer

DAVID GRIFFITHS

DATE

2-May-23

DATE