



CHARITY COMMISSION
FOR ENGLAND AND WALES

EASINGWOLD COMMUNITY LIBRARY ASSOCIATION

No. 1170/58

Receipts and payments accounts

CC16a

For the period
from

01-Apr-17

To

31-Mar-18

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					
Friends Subscriptions	565	-	-	565	-
Donations from public	2,371	-	-	2,371	-
L A Donations	450	-	-	450	-
Grants	15,970	-	-	15,970	-
Library charges	6,136	-	-	6,136	-
Rent	5,000	-	-	5,000	-
Petty cash receipts	119	-	-	119	-
Miscellaneous	56	-	-	56	-
Sub total (Gross income for AR)	30,667	-	-	30,667	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,667	-	-	30,667	-
A3 Payments					
Initial work setting up	5,460	-	-	5,460	-
Repairs & Maintenance	4,166	-	-	4,166	-
Utilities	2,204	-	-	2,204	-
Rates & Waste	2,079	-	-	2,079	-
Safety & Security	2,639	-	-	2,639	-
Equipment	102	-	-	102	-
Petty Cash expenses	108	-	-	108	-
Miscellaneous	667	-	-	667	-
	-	-	-	-	-
Sub total	17,425	-	-	17,425	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	17,425	-	-	17,425	-
Net of receipts/(payments)	13,242	-	-	13,242	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	13,242	-	-	13,242	-

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	Barclays Bank current account	13,231	-	-
	Cash in hand	11	-	-
			-	-
			-	-
	Total cash funds	13,242	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

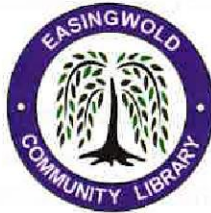
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
* ABSENT - SEE LETTER	SHIRLEY SHEPHERD	23/01/19
JFBentley	JANE BENTLEY	23/01/19



Easingwold Community Library Association

A Charitable Incorporated Organisation

Charity Registration Number: 1170759

**Trustees Report
Financial Report and Statements**

Year Ending 31st March 2018



Easingwold Community Library Association

Formation of Easingwold Community Library Association

In 2016, following a stringent financial review of Library Services, the decision of North Yorkshire County Council (NYCC) was to retain only three libraries and where possible, offer other libraries to their local communities. The only way to continue running a library in Easingwold was the formation of a volunteer run Community Library.

A steering group, with the responsibility of forming a community library was established from volunteers at a "Save the Library" public meeting,

Easingwold Community Library Association (ECLA) was formed and registered with the Charity Commission as a charitable incorporated organisation (CIO) on 14 December 2016, with a Charity Registration Number of 1170759.

The Library was formally taken over from NYCC on 1 April 2017 and after a short period of reorganisation and refurbishment, opened for business on 11 April 2017.

Organisation

The Library (ECLA) is managed by a committee (the Management Committee), which includes four trustees*, and operation is governed by a formal constitution. In future years, trustees will be appointed and reappointed at the Annual General Meeting.

*At the 2018 Annual General Meeting, it is the intention to increase the number of trustees to six.

The Library is operated and managed entirely by volunteers.

Easingwold Community Library Association

Premises and registered address:-

The Library, Market Place, Easingwold, York, YO61 3AN

Registered as a CIO - Charity Registration Number: 1170759

Registered for Gift Aid Ref. No. 061000039125

Trustees

Shirley Shepherd	Easingwold Town Councillor
Jane Bentley	Town Clerk - Easingwold Town Council
Michael Turvey	Friends of ECL Organiser
Neil Madden	Easingwold Town Councillor



Easingwold Community Library Association

Committee

Shirley Shepherd	Chair
Jane Bentley	Vice Chair
William Gosling	Secretary
Neil Madden	Treasurer
Diana Sanderson	Volunteer Organiser
Michael Turvey	Friends of ECL Organiser
Steve Jarratt	Maintenance Organiser

Associate Members of Committee

Peter Sowery	NYCC Councillor
Adele Wilson-Hope	NYCC "Stronger Communities"

Aims and purposes

The objects of Easingwold Community Library Association are:

The establishment or securing the establishment of a library and community resource centre, and the maintenance, or management or cooperation with any authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of its objects.

Also the promotion, for the benefit of the inhabitants of North Yorkshire, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said residents and the statutory, voluntary and other authorities and organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Policies

Easingwold Community Library Association (ECLA) is committed to safeguarding and promoting the education, welfare and wellbeing of all library users, and expects all staff and volunteers to share this commitment.

ECLA is an equal opportunity organisation and is committed to a working environment that is free from any form of discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability. ECLA operates Safeguarding, Health and Safety, Privacy and Data Protection, and all other required policies.

ECLA will make all reasonable adjustments to meet the needs of library users and volunteers who are or become disabled.



Easingwold Community Library Association

Funding

Easingwold Community Library (ECLA) has been operating for one year and initially received assistance with "set up" grants from North Yorkshire County Council and Hambleton District Council. However these funding streams will not be available next year or in the future. However, ECLA is continually looking for possible grant aid opportunities and has benefited from a "Locality Grant" from North Yorkshire County Council.

In the first year of operation the library also received generous donations from the public and has set up a "Friends of Easingwold Library" organisation where members pay an annual subscription.

ECLA has also registered for Gift Aid.

Further income is generated by leasing a spare office in the library building to the Easingwold Town Council.

Also, a relatively small income is received from book and media reservations, fines for overdue books and book sales etc.

Future Expenditure

Easingwold Community Library (ECLA) is responsible for all energy and operating costs, business rates, insurance and building maintenance and repairs. In addition, the aim is to gradually improve and upgrade the premises as finances allow.

Financial Report

The Accounts and Financial Report for April 2017 to March 2018, the first year of operation, are published separately.



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 April 2017	To	31 March 2018

Section A Reference and administration details

Charity name **Easingwold Community Library Association (ECLA)**

Other names charity is known by **Easingwold Community Library**

Registered charity number (if any) **1170759**

Charity's principal address **Easingwold Community Library**
Market Place
Easingwold, York
Postcode **YO61 3AN**

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	Mrs Shirley Ann Shepherd	Chair		ECLA – Annual General Meeting
2	Mrs Jane Frances Bentley	Vice Chair		ECLA – Annual General Meeting
3	Mr Neil Madden	Treasurer		ECLA – Annual General Meeting
4	Mr Michael Turvey	'Friends' Coordinator		ECLA – Annual General Meeting
5				
6				
7				
8				
9				
10				
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12				
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

ECLA is operated by volunteers and does not employ any staff

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Charitable Incorporated Organisation - CIO

How the charity is constituted

Association – Registered 14th December 2016

Trustee selection methods

By election from membership

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.

Section C Objectives and activities

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

The objects of the charity (Easingwold Community Library) are :

To establish or secure the establishment of a library and community resource centre, and to maintain or manage or cooperate with any authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of its objects.

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)

To promote for the benefit of the inhabitants of North Yorkshire, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Easingwold Community Library Association (ECLA) provides the premises and facilities to accommodate the local Library Service. This is the old library building leased from North Yorkshire County Council. ECLA provides a library service at least equal to that previously offered by NYCC

The service provided by the community library involves the loan of books and other media – talking books and other media (e.g. films on DVD etc.), and is available residents of North Yorkshire of all ages – children, young persons and the old and elderly and is fully accessible to the disabled. There is also a home delivery service for the housebound and elderly.

There are also four desk top computers on which operating time can be booked.

The Library service also includes the provision of information, and where possible advice and advocacy, providing facilities for the Citizens Advice Bureau.

Within the Library, a discrete children's library facility is provided, and a group for pre-school children, called "Poppets" operates weekly.

In general the activities of the library provide a service which fosters and encourages the appreciation of books, literature and associated matters for the whole community, and in planning these activities for the year, we (the Trustees) kept in mind the Charity Commission's guidance on public benefit.

Trustees

All trustees have undergone necessary training and are aware of the essential requirements of a trustee, as set out in the guidance issued by the Charity Commission. All trustees have signed the Trustee Eligibility Declaration.

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.

Easingwold Community Library is operated entirely by volunteers, under the direction and management of the management committee (also all volunteers).

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During its first year of operation, April 2017 to March 2018, the Easingwold Community Library (ECLA) has provided all library services previously met by the North Yorkshire County Council library service. Opening times operated by the previous organisation have also been maintained, and facilitated the volunteer operated home book delivery service for the housebound and elderly.

Several book related events and readings by authors were held to promote interest in the library.

The library successfully took part in the national "Summer Reading Challenge" designed to encourage children's reading .

The library ran a weekly group for pre-school children – "Popetts" – to introduce them to reading and use of the library, via play, educational and craft activities.

The community library has also provided facilities for the Citizens Advice Bureau to operate an advice clinic, presently on a monthly basis.

ECLA has provided office facilities which are leased to Easingwold Town Council, providing an additional income source.

Section E

Financial review

Brief statement of the charity's policy on reserves

Initially ECLA earmarked £3,000 as reserved funds. A formal policy relating the amount of reserves to turnover will be determined and operated for the next financial year.

Details of any funds materially in deficit

None

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.

Main sources of funds

Grants and donations (including Friends Scheme) - Reservation fees and fines for books – charges for media hire (DVDs, Audio books etc)
Office rental (spare office leased to Easingwold Town Council)

See Section D

investment policy - Not applicable at present

Section F**Other optional information**

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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

JF Bentley



Full name(s)

JANE BENTLEY

Neil Madden

Position (eg Secretary, Chair,
etc)

VICE CHAIR

Treasurer

Date

23/1/19



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
EASINGWOLD COMMUNITY LIBRARY ASSOCIATION

On accounts for the year
ended

31ST MARCH 2018

Charity no
(if any)

1170759

Set out on pages

1 AND 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2018.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Nigel Peter Atkinson

Date:

25/1/2019

Name:

Nigel Peter Atkinson FCA

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

ICAEW

Address:

Club Chambers

Museum Street

York YO1 7DN

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Easingwold Community Library Association

Market Place
Easingwold, York
YO61 3AN

Charity Registration Number: 1170759

Ref. ECLA/006

23rd January 2019

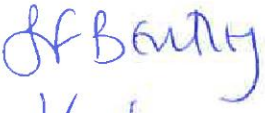
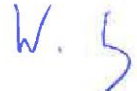

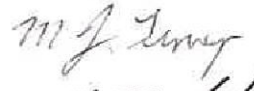

To: The Charity Commission

Dear Sirs

DONATION TO EASINGWOLD COMMUNITY LIBRARY

On behalf of the Easingwold Community Library Association, we confirm that Shirley Shepherd, Chair of the Association, is out of the country on an extended holiday, and that during this time, Jane Bentley, Vice Chair, will deputise and sign for her as necessary.

Yours faithfully

<u>Signature</u>	<u>Name</u>	<u>Position</u>
	JANE BENTLEY	VICE CHAIR, TRUSTEE
	WILLIAM GOSLING	TRUSTEE
	STEPHEN JARRATT	TRUSTEE
	MICHAEL TURVEY	TRUSTEE
	NEIL MADDEN	TREASURER & TRUSTEE

Contact

Neil Madden

Treasurer – Easingwold Community Library Association
7 Tiplady Close, Easingwold, York, YO61 3GA.

