



Trustees' Annual Report for the period

From April 2024 To March 2025

Charity name: Northern Children's Book Festival

Charity registration number: 1013065

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote, encourage and develop the enjoyment of books and stories through a programme of author, poet and illustrator visits for children through schools.
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	Bringing authors to the region and organising author visit predominantly in schools and libraries in the North East
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees named below confirm that they have complied with their duty to have due regard to the commission's public benefit guidance

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment	Para 1.38	N/A

including program related investment		
Contribution made by volunteers	Para 1.38	N/A
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>2 week programme</p> <p>Covering 11 local authority areas</p> <p>19 authors</p> <p>109 sessions</p> <p>Audience of 8664</p> <p>Feedback:</p> <p>100% of schools said they would LOVE to work with NCBF again.</p> <p>At least, 48.7 percent of our schools had over a third of their children receiving Free School Meals.</p> <p>This is twice as many as the national</p>

		average, meaning NCBF are succeeding in reaching disadvantaged children.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Opening reserves for 24/25 were £22558.30 Closing reserves for 24/25 were £20408.31
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves are held to cover 3 months operating costs.
Amount of reserves held	Para 1.22	£20408.31
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	None

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	Subscription fees from local library authorities on an annual basis provide a regular source of funds for the festival. Commission from booksales
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Local authority funding constraints meaning they can no longer contribute the subscription fees. Decline in book sales due to cost of living

Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
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	Trustees are nominated by existing board members Voting by board members appoints the person to the board.

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 receive training from Registration and Support Services CIC
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Charity has a chair of the board of trustees Board of trustees Freelance festival coordinator for 30 days per year Representatives on Library working group from each North East Library authority involved in the festival
Relationship with any related parties	Para 1.51	

Other		

Reference and Administrative details

Charity name	Northern Childrens Book Festival
Other name the charity uses	
Registered charity number	1013065
Charity's principal address	Newcastle City Library 33 New Bridge Street Newcastle upon Tyne NE1 8AX

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	Julia Robinson			
	2	Rachel Warkcup			
	3	Christine Myhill			
	4	Angela Forster			
	5	Taranjeet Singh			
	6	Fiona Hill			
	7	Mark Freeman			
	8	Catherine Scott			
	9				
	10				

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	

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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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)		

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: 

Full name: Julia Robinson

Position: Principal Librarian

Date: 04/02/2026

NORTHERN CHILDREN'S BOOK FESTIVAL
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2025

	<u>INCOME</u>				<u>EXPENDITURE</u>		
	2024-2025 £	2024-2025 £	2023-2024 £		2024-2025 £	2024-2025 £	2023-2024 £
	Unrestricted Funds	Total All funds	All funds		Unrestricted Funds	Total All funds	All funds
AUTHOR TOURS	1,483.68	1,483.68	0.00	FESTIVAL COORDINATOR	0.00	0.00	5,250
LOCAL AUTHORITIES	6,500.00	6,500.00	6,585	GALA DAY EXPENSES	0.00	0.00	2,136
BOOK SALES	13,633.54	13,633.54	12,544	NCBF EVALUATION	0.00	0.00	0.00
GALA DAY INCOME	14,500.00	14,500.00	16,865	AUTHOR FEES GALA DAY	20,462.96	20,462.96	14,684
TRAVEL & ACCOMMODATION	0.00	0.00	0.00	AUTHOR EXPENSES	2,640.42	2,640.42	858
BANK INTEREST RECEIVED	0.00	0.00	0.00	BOOK PURCHASES	14,392.77	14,392.77	2,615
				ACCOUNTANT/BOOK KEEPER	562.39	562.39	576
				IT/INTERNET	72.00	72.00	324
				SUNDRIES	46.65	46.65	100
				BANK CHARGES	90.00	90.00	90
TOTAL	36,117.22	36,117.22	35,994	TOTAL	38,267.19	38,267.19	£ 26,633
Surplus (Deficit) for the year	0.00	0.00	0.00		-2,149.97	-2,149.97	9,361
	36,117.22	36,117.22	35,994		36,117.22	36,117.22	35,994

FUNDS AT 31ST MARCH 2025

TOTAL FUNDS

Brought forward at 31/3/24	22,558.28	
Transfer of funds	0.00	
Surplus (Deficit) for the year	-2,149.97	
Carried forward at 31/3/25	20,408.31	#

BALANCE SHEET AS AT 31ST MARCH 2025					
<u>ASSETS</u>	2024-2025	2023-2024		<u>ACCUMULATED FUND</u>	
	£	£		2024-2025 £	2023-2024 £
CASH AT BANK	15,927.31	15,929	FUND BROUGHT FORWARD	22,558.28	13,198
DEBORTS		0	SURPLUS FOR THE YEAR	-2,149.97	9,361
Less Accrued Expenses		0	DEFICIT FOR THE YEAR		
Less Deferred Income	4,481.00	6,629	Unrestricted funds	20,408.31	22,558
TOTAL ASSETS	20,408.31	22,558	FUND CARRIED FORWARD	20,408.31	22,558

Summary

Outstanding sales Invoices 2024/25				
28/11/2024	Hartlepool Borough Council	2024/26	Auther Fees	700.00
13/02/2025	Gateshead Council	2024/44	Book Sales	195.00
25/02/2025	Gateshead Council	2024/46	Book Sales	2658.00
04/03/2025	Newcastle City Council	2024/47	Book Sales	928.00

Total Outstaning as of 31st March 2024 **4481.00**

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) (i) which gives me reasonable cause to believe that any material repsect the requirments to keep accounting records in accordance with section 130 of the 2011 Act, and*
ii) to prepare accounts which accord with the accounting records and comply with the requirments of the 2011 Act has not been met, or
(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Charles & Co.
Office 22A The Off Quay Building
Foundry Lane
Newcastle upon Tyne
NE6 1LH



David Graham FCCA Date: 16th May 2025

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