

The Community and Youth Music Library



Hornsey Library, Haringey Park, London N8 9JA
Tel: 020 3602 5214 Email: cymlibrary@gmail.com
Website: www.cymlibrary.org.uk

Trustees' Annual Report for the year ended 30 April 2025

Community and Youth Music Library

Company Information

Registered office and operational address:
Hornsey Library, Haringey Park, London N8 9JA

Registered charity number 1138705

Registered as a Charitable Incorporated Organisation in England and Wales

Trustees:

Mr Michael Ashcroft
Mr Max Barley (resigned 17.10.2024)
Mr Michael Haslam (appointed 2.11.2024)
Mrs Ruth Hellen
Mr Jeremy Jackman
Mr Jonathan Rathbone
Mr Paul Whitnall (appointed 2.2.2025)

Staff:

Mrs Ceri Mann (part-time Music Librarian) plus 6 volunteers

Bankers:

CAF Bank Limited
25 Kings Hill Avenue
West Malling
Kent ME19 4JQ

Report of the trustees

The Trustees present this report for the charity for the year ended 30th April 2025.

Structure, governance and management

The Trustees, appointed within the terms of the Foundation Constitution, form the management committee. Conversion to a Charitable Incorporated Organisation was made on 26 September 2024.

During the year we were pleased to welcome Paul Whitnall as a Trustee and Treasurer.

The day to day management of the library is undertaken by the Music Librarian working with experienced volunteers, following policies and procedures agreed by the Trustees.

Registered as a charitable incorporated organisation in England and Wales. Registered charity No. 1138705

Patrons: Diana Burrell, Jonathan Dove, Sir Mark Elder CBE, Howard Goodall CBE, Cecilia McDowall

Trustees: Michael Ashcroft, Michael Haslam, Ruth Hellen, Jeremy Jackman, Jonathan Rathbone, Paul Whitnall

Music Librarian: Ceri Mann

Objectives and activities

The Charity's principal object is the promotion, improvement, development and maintenance of public education in, and appreciation of, the art and science of music through the provision of a lending library of musical scores. In its current form, the library was formed by a group of patrons and directors who took over full management in 2010. CYML is a member of Making Music and of the International Association of Music Libraries (UK & Ireland Branch). CYML has a dedicated website which includes the full catalogue of printed music available. The catalogue is also included in Encore21, the IAML (UK & Irl) online national catalogue of performance sets.

Since the resumption of services following the Covid lockdowns, the demand for the library's service has continued to grow, as musical activities have returned to normal and the music lending resources of public libraries are reduced. A large proportion of our loans is made directly to groups who either visit the library or receive scores by post. Our clients range from professional, amateur and community groups to those based in schools and universities. Other loans are made in the form of inter-library loans via public library authorities throughout the UK.

Thanks to the commitment of the Music Librarian and a small number of volunteers, the quality of the overall service provided has been maintained in spite of the difficulty of finding additional regular volunteers. Obtaining funding to maintain operations has become more difficult as funding bodies have fewer resources. Many funders require either project-based bids or match funding, which we are unable to provide. We were pleased to be awarded a grant of £3000 from the Radcliffe Trust in August 2024 to be used for music by contemporary composers.

The library is staffed two days a week and emails are monitored all week. We acknowledge with grateful thanks the support we receive from our small team of highly experienced volunteers, who help ensure this full, and specialised, service is maintained. We are particularly grateful to Peter and Judy Smith, who have stepped down from their volunteer roles following exceptional service over many years.

Risk management

The Trustees regularly review the major risks to which the charity is exposed, particularly financial control and funding implications, and take action to minimise any potential impact.

Public benefit

It is widely accepted that participation in music-making contributes to the improvement of physical and mental health. As a service used almost entirely by community music-making groups, choirs and orchestras, as well as schools and colleges, the Trustees take seriously the need to provide a public benefit by ensuring our charges are reasonable, offering cost-effective solutions for those requiring sets of printed music. Co-operation with other libraries, particularly public libraries, is crucial to ensuring that music groups around the country have access to the music they need.

Financial review

The library has maintained financial stability in spite of decreased income during the Covid lockdowns. Our income from hires in 2024-25 was approximately 25% greater than 2023-24. This was helped by the resolution of IT problems at the British Library, as we were once again able to claim income from music loaned via that system. Loans of vocal sets increased by 35% over 2023-24.

Owing to Covid and staff changes, Haringey Council did not invoice the library for rent for a period, but funds were kept available and a payment plan was agreed.

Future plans

We continue to seek funds to secure our professional librarian post; we are looking at ways of modernising our loan administration linked to our catalogue; we will also be seeking funds to buy new music and ensure our existing stocks are maintained at sensible levels.

This Report and the Annual Accounts were approved by the Trustees on October 20 2025.

Jeremy Jackman, Chair

The Community and Youth Music Library



Accounts for the year 1 May 2024 to 30 April 2025

Receipts and payments

	Total funds (unrestricted) to the nearest £	Last year to the nearest £
Receipts		
Donations / grants	3,500	494
Hire & postal charges via British Library loan	7,309	4,413
Hire & postal charges - direct	18,606	13,454
Deposits for loans		2,642
Interest on current account	6	12
Interest on deposit account	606	427
Total receipts	30,027	21,442
Payments		
Staffing costs	9,860	9,975
Rent	11,500 ¹	0
IT / Telephone, broadband, website	530	405
Fees, subscriptions, insurance	337	331
Postage /Parcelforce	2,038	1,685
Stationery	635	366
Return of deposits	860	1,500
Bank fees	61	64
Stock purchases	3,011	1,255
IT costs (now included above)	0	125
Staff training	0	120
Miscellaneous	294	0
Total payments	29,126	15,826
Net of receipts/(payments)	+902	+5616
Cash funds last year end	25,947	20,331
Cash funds this year end	26,849	25,947

Cont...

¹ Includes settlement of past rent arrears

Statement of assets and liabilities

Categories

Details

to nearest £

Cash funds

Current account

2,709

Deposit account

24,140

Total

26,848

Assets retained for the charity's own use

Music scores for hire

Computers and related
equipment

Office furniture

to nearest £

Liabilities

Unclaimed rent (1)

0

Signed on behalf of all the trustees

.....
Chairman of Trustees

Date of approval.....

(1) we are no longer showing a figure for unclaimed
rent following agreed payments made to the
Landlord in this financial year.

We are not aware of any other liabilities



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The Community and Youth Music Library

On accounts for the year
ended

April 2025

Charity no
(if any)

1138705

Set out on pages

ONE AND TWO

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 April 2025

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

28 October 2025

Name:

ALAN BRIGHT

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

Address:

22 Peridot Street

Beckton
LONDON E6 5LZ

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.

NONE