

Chalfont St Peter Community Library AGM

Monday 18th March 2024 – 7.30pm

Chair & Treasurers Report

Chair's report – Frank Warren

To lead in, 2023/2024 has been an interesting period.

During this last year the following has been achieved;-

The update and refurbishment of the children's library has been completed and has received nothing but admiration from those that have been into the library. We should also mention the very welcome financial contribution that was received from the Chalfont St. Peter Tennis Club.

Our website, which had looked outdated, has now been addressed. Whilst there are items that still need fine tuning, Anne Bodman is continuing, with the assistance of Andy Watts, a local computer developer, to ensure that it is a user friendly, informative addition for our image.

The parking problem has been addressed, successfully it seems, by installing bollards on a heavy metal base. With the demise of the Co-op, this has become a much needed intervention.

Movie "Night" has been moved from the evening session and is now Movie Day. The format remains the same however the move was necessary to ensure there was adequate volunteer cover for each screening. The impact on the number of movie attendees arising from this change has not been negative.

During the year we purchased and had installed a defibrillator, which Sarah Green MP launched for us. Arising from this Anne Bell arranged, with the Medical Response Team, first aid training sessions in CPR and the use of the defibrillator. The two sessions were very well attended. Anne is reviewing whether there are enough volunteers who wish to attend further sessions in the coming year. If this is of interest to you, please let Anne know.

We became a "Warm Space" for local residents during the year. We were able to offer scones and a warm drink on Wednesday 31st January for those who came in to the library, courtesy of our Master Baker, Heather Trowbridge.

The display screen, by the reception desk, has been replaced with a newer version, supplied, free of charge, with the courtesy of Sevenoaks Electrical. We are aiming to recognise this generous gift with a small name plate above the screen.

No longer required, used children's books have been supplied to more needed countries abroad.

We continue to support local initiatives and are displaying, on the new screen, pictures entered in the Childrens Art Competition. The prizes will be presented in the library on 14th March (relevant when this was being prepared).

On Remembrance Sunday we presented a poppy wreath at the local church, as part of the village Memorial service.

This year we have joined, on a 12-month trial basis, our local Chamber of Commerce, to establish that we, as the community library, continue our wish to be aware of matters affecting the whole community.

This coming year we have major challenges ahead of us. Bucks Council have proposed an eye watering reduction in our funding. Additionally, our utility costs, as for the rest of the nation, have increased significantly over previous years. Peter Brayshaw, our Treasurer, will explain in more detail the financial trials and tribulations we expect over the coming years. Suffice to say that, whilst we have a “fighting fund” this could be dramatically reduced over the coming years, threatening the survival of our library. All methods of generating future income will need to be addressed in the coming months.

On a positive note, our library is blessed with a complete group of volunteers who love the library and gain pleasure from their involvement in the library development, the camaraderie of fellow volunteers, the respect of our members and the involvement within the community.

Treasurer's Report – Peter Brayshaw

The activities of Chalfont St Peter library in 2023 resulted in overall net expenditure of £15,057 (2022 net expenditure £28,343) with a combination of utility escalation and continued investment in library facilities driving the spend.

Income

Overall income increased in 2023 by £3,719 to £25,806. One off donations increased to £1,678 and our thanks in particular go to Chalfont St Peter tennis club who kindly donated £1,145.

Income from library activities increased to £7,042 (£4,771 in 2022) with Film night and other Events activity generating £2,203 (£1,611 in 2022).

This year also benefitted from a renegotiation of our interest rate for cash on deposit, increasing interest received to £1,215 (£35 in 2022).

Grant income from Buckinghamshire Council in 2023 was maintained at £16,074.

Expenditure

Costs reduced year on year to £40,863 (£50,429 in 2022)

Our programme of investment continued this year with £8,742 invested in furniture and equipment including:

- Children's Library (furniture and storage units)
- New coloured trollies
- Defibrillator
- Vacuum cleaner

We indicated at last year's AGM our concerns about the impact of increased electricity bills and, although the monthly costs started to reduce towards the end of the year, overall, the costs increased by 63% from 2022 and an incredible 246% on 2021.

Event costs were lower this year with 2022 including the costs associated with a series of events through the Summer celebrating the 10th anniversary of the volunteer library operation.

Book buying was £2,546 in the year (£2,833 in 2022).

Cash Balances & Accruals

The library cash resources have reduced again this year but remain strong with a bank and cash balance of £130,607 (£136,080 last year).

The increase in accruals this year (£19,504) largely represent a provision for utility cost recharges for 2023 from Buckinghamshire Council.

Outlook

Although not formally agreed, Buckinghamshire Council have advised the library that Grants will significantly reduce from April 2024. The new annual maintenance grant currently being proposed is £6,000 p/a (currently £16,074). This is currently being challenged by the Committee with Frank leading the ongoing negotiations, but a significant reduction is still anticipated.

This change, plus the likelihood of a continuation of inflated utility costs present a challenge for the library in the medium term.

To illustrate, if we exclude the furniture and equipment investment from this year's accounts and apply the £6,000 grant proposal, we would be left with a shortfall in funding of £16,389.

Our cash reserves protect us from any immediate difficulty, and indeed, our current reserves would sustain us for 7 years at this level of loss. However, to mitigate this risk, the Committee and volunteers are working hard to identify fund raising opportunities to bridge the gap.

Accounts for The Chalfont St. Peter Community Library

to 31st December 2023



Registered Charity No
1144104

Income	Actual	Budget	Prior Year
Grants BCC	16,074	16,076	16,074
Friends/Benefactors Donations	420	240	320
One off Subscriptions	1,678	600	807
Gift Aid	568	200	49
DVD Income	42	0	66
Other Operational Income	7,024	4,465	4,771
Total Income	£25,806	£21,581	£22,087

Expenditure	Actual	Budget	Prior Year
Insurance	843	843	1,230
School Donations	175	0	0
Cleaning	2,850	2,940	2,163
Furniture & Equipment	8,742	18,650	25,370
Maintenance	1,071	2,400	2,112
Utilities	21,490	15,250	13,206
Books	2,546	4,200	2,833
DVD Costs	0	0	0
Printing & Stationery	233	600	175
Newspapers/Periodicals	604	600	523
Events/Meetings/Publicity	803	640	2,255
Security/H&S	981	600	341
Miscellaneous	525	564	222
Total Expenditure	£40,863	£47,287	£50,429
Net Expenditure	<u>-£15,057</u>	<u>-£25,706</u>	<u>-£28,343</u>

Balance Sheet

	at 31st December 2023		as at 31st December 2022	
Fixed Assets	£	£	£	£
Current Assets				
Deposit Account	128,831		127,616	
Prepayments	1,478		503	
Cash at Bank	1,676		8,364	
Petty Cash	50		50	
Till Float	50	132,085	50	136,584
Current Liabilities				
Accruals Unrestricted	-19,504		-9,014	
Creditors	-68	-19,572	0	-9,014
		<u>£112,513</u>		<u>£127,570</u>
Represented by				
Net Income over Expenditure				
Balance brought forward		127,570		155,913
Movement in Year		-15,057		-28,343
		<u>£112,513</u>		<u>£127,570</u>

Accounts approved by the Trustees at a meeting held on

Frank Warren  - Chair

Peter Brayshaw  Treasurer



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Chalfont St Peter Community Library

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1144104

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2023.

Responsibilities and
basis of report

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Karen Little

Date:

10/2/2024

Name:

Karen Little

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

ACCA Affiliate

Address:

33a Lansdown Road, Chalfont St Peter, Buckinghamshire, SL9 9SP

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.

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