

HADDENHAM COMMUNITY LIBRARY

England & Wales · Charity number 1148062

Details

Other names HCL

Status Registered

Legal form Charitable company

Company number [07972739](#)

Registered 2012-07-11

Register [View on the Charity Commission register](#)

Contact

Address Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
BUCKS

Phone 01296 387865

Email info@haddenhamcommunitylibrary.org.uk

Website haddenhamcommunitylibrary.org.uk

Activities

Objects: 1. TO ADVANCE EDUCATION BY THE PROVISION OF A LIBRARY FACILITY AND OTHER EDUCATIONAL AND COMMUNITY RESOURCES FOR THE BENEFIT OF THE RESIDENTS OF HADDENHAM AND ITS SURROUNDING AREAS2. TO PROVIDE COMMUNITY FACILITIES FOR USE BY THE INHABITANTS OF HADDENHAM AND ITS SURROUNDING AREAS INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES AND OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

Activities: Haddenham Community Library (HCL) maintains the library service in Haddenham under the terms of an agreement with Buckinghamshire Council (BC). Opening hours are currently 24.5 per week. HCL also provides a community facility for use by local people for a range of recreational activities. It has a contracted library manager who is supported by 30 volunteers.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£52,322	£52,298	-	-
2024-03-31	£46,198	£58,090	-	-
2023-03-31	£36,656	£51,230	-	-
2022-03-31	£40,845	£42,011	-	-
2021-03-31	£75,117	£34,000	-	-

Trustees

Name	Role	Appointed
Lorna Watson	Chair	2023-01-26
Caroline Grace Davies		2024-11-21
Catherine Georgina Porter		2024-08-15
Denise Webb		2024-08-15
Dr Erin Rushton		2025-07-17
Laura Anne Street		2024-08-15
Robyn Ruth Cook		2020-09-24
SUSAN TONER		2014-10-07
Thomas David William Hobbs		2022-06-23

HADDENHAM COMMUNITY LIBRARY

England & Wales - Charity number 1148062

Accounts



HADDENHAM COMMUNITY LIBRARY
(A private company limited by guarantee)

Report of the Trustees and unaudited financial statements for the
year ended 31 st March 2025

Registered Charity Number 1148062
Registered Company Number 07972739

Haddenham Community Library (HCL)

Trustees Annual Report

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Report of the Trustees

The Trustees of Haddenham Community Library (HCL) present their annual report and accounts for the year ended 31st March 2025 and confirm that they comply with the requirements of HCL's Articles of Association and the Charities SORP 2015 (FRSSE).

Background

HCL was set up by the community in Haddenham in 2012 to take over the running of the village library which was facing the possibility of closure as part of local government outbacks. Agreement was reached with Buckinghamshire County Council (BCC) (Buckinghamshire Council (BC) from 1st April 2020) to lease the library premises for a period of 25 years. A second resource grant agreement guaranteed a certain amount of grant and other income from BCC for an initial period of 5 years. This grant agreement is now periodically renewed. HCL would also benefit from continued access to the county's book stock and the centralised library management computer system. Two members of County staff (reduced to one from the beginning of 2019 and none from the end of 2021) would be employed by BCC but permanently seconded to and funded by HCL. County staff have now been replaced by contract managers on a job share basis.

HCL was required to find additional funding to ensure all the running costs of the library could be met. This was in part to be mitigated by the recruitment of a team of volunteers to assist the professional librarian(s). Having volunteers ensured money was saved in respect of additional staff salaries and overhead administrative costs.

HCL took over the running of the library in November 2012 and subsequently took on full responsibility for financial management from 1st April 2013.

Objectives and activities

HCL's objectives as set out in 2012 in its Articles of Association are as follows:

1 To advance education by the provision of a library facility and other educational and community resources for the benefit of the residents of Haddenham and its surrounding areas.

2 To provide community facilities for use by the inhabitants of Haddenham and its surrounding areas including use for meetings, lectures and classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.

These objectives have since been augmented by HCL's Mission Statement which is now as follows:

"To provide an accessible, welcoming, family-friendly and vibrant modern library fit for the 21st century."

HCL recognises that the traditional role of libraries has changed in recent years and that the introduction of community libraries is a reflection of this evolutionary process. Whilst retaining the basic function of a library, HCL continues to work steadily to develop and broaden its range of services and activities.

Achievements and performance

Over the last year HCL has continued to make progress in a number of areas.

While the refurbishment programme initiated in 2021 was mainly completed during 2023, some remaining elements including reconfiguration of the managers' office plus decoration of the whole area behind the counter were finally carried out in the middle of 2024.

The two contracted library managers continue to be very successful at managing not only the day to day running of the library but promoting the services and benefits offered by HCL in the community at large. The range of longstanding activities in the library such as Bounce & Rhyme, Story Time and Lego Club are now accompanied by further choices including craft workshops, drop-in digital sessions and regular displays of art by local art clubs and individual artists.

The hiring out of the premises to local clubs and other organisations which provides vital income for HCL is also thriving with a solid core of regular hirers.

The managers have recruited a number of new volunteers over the past year and as time goes by this loyal volunteer group becomes increasingly experienced and remains vital to the library's ongoing success for which library users are most appreciative.

The winds of change have swept through the Board of Trustees, whose numbers have swelled to 10, from a nadir of just five at the end of 22/23. A further three new Director/Trustees from the local community were appointed in August and a further appointed in November. Despite the known resignation of one trustee at the 2024 Annual General Meeting, the ongoing total size of the Board at nine members will be the highest number since 2019. This will provide more flexibility in the sharing of the workload particularly in the key areas of fundraising, marketing and organising events.

Whilst it is pleasing to see new faces, the Board of Trustees would like to put on record it thanks for the tremendous efforts of two members of the Board as their roles change this year. First, we thank Susan Toner as outgoing Chairman who has steered HCL through a tumultuous few years through the pandemic and safely out the other side. It is comforting that Susan will continue in her role as Trustee to support HCL in its next steps.

We also say a fond farewell to the outgoing Treasurer, Tim Mozley, who has served HCL since its inception as a community organisation, and the last founder Trustee to depart from the Board. Tim has stoically supported the library as Trustee, Treasurer and volunteer for all those years and we are very thankful for over a decade's hard work and dedication, throwing himself into bookkeeping and keeping HCL honest. We wish him all the best as he spends more time with family and will always welcome him back to the library.

Since the end of the year, HCL and Haddenham more widely has been saddened by the passing of Steve Sharp. The first Chairman of HCL in its current guise, Steve led the community's lengthy negotiations with the Council to eventually agree a working partnership in 2012 in which HCL was formed. Steve went on to ensure the development of a strong working relationship with the Council throughout his time and he was personally responsible for bringing in vital additional funding support over and above the Council grant.

He eventually stepped down as Chair in November 2019 but remained as a trustee until 2021. We will always be grateful for his significant contribution in ensuring that the library survived to become the vibrant community hub that it is today.

Financial Summary

Whilst in the near future, finances remaining the most significant challenge to HCL, a number of one-off events have meant that HCL broke even in the year to 31st March 2025. These events are unlikely to be repeated and have only mitigated ongoing reductions in grant funding for a short time. For 24/25 in particular, HCL is indebted to the local community; both from donations of anonymous donors and from the numerous events and supporters which have mitigated the impact from reduced centralised Grants we receive. It is to the local people of Haddenham and its surroundings to whom we as Trustees are incredibly grateful and it is their actions that ensure, for the time being, HCL can maintain the services it operates within its current model.

A sharp fall from the 2023/24 annual grant level of £16,719 to £11,719 was felt in 24/25 as reported in these accounts. The Board of Trustees anticipate the ongoing cuts to hit harder in 2025/26 with a further reduction down to £6,719 from the Resource Grant provided by Buckinghamshire Council as part of the last two years of the three year Resource Grant agreement period which commenced on 1st April 2024.

The effective additional £5,719 in 24/25 as part of a tiered approach to the RGA has helped reduce the impact in the current year, but will not repeat in the final two years of the RGA.

In seeking to partially mitigate the reduced grant, the Board agreed to increase the hourly rate for hiring the library premises and the cost of refreshments available to customers, both from 1st April 2024. This change seems to have had little impact on hirers and library users alike and is expected to increase revenue in the current year by some £2,000. The Board of Trustees are grateful to community hirers for their ongoing patronage.

Risks

The key risk to HCL remains its financial situation and, although it has sufficient reserves to offset losses for several years, this is not an ideal position to be in for the long term. The impact of a significant reduction in the numbers of trustees and volunteers is a potentially critical problem but currently this seems unlikely over the next couple of years.

Future plans

With work on the library's largely internal refurbishment all but complete for the foreseeable future, seeking ways of reducing energy costs is currently top of the agenda for controlling expenses. The Board have recently agreed to switch energy supplier to one offering a lower unit rate and the possibility of installing solar panels on the library roof is now under active consideration.

Financial risks referred to above mean the Board is now more proactive in seeking out grants in both the private and public sectors. Haddenham Parish Council have been fully appraised of HCL's financial position and have confirmed their commitment to supporting HCL as a key community asset. Their grant has been increased in the current year and could be again in the future if deemed necessary. A Parish Councillor has recently been co-opted as an observer at trustee meetings.

After a recent successful ticketed event in the library, ways of generating additional revenue via this means will be pursued. As always, seeking new volunteers and trustees remain in future plans.

Structure, governance and management

HCL is a charitable company limited by guarantee which was incorporated on 1st March 2012 and registered as a charity on 11th July 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association which establish the objects and powers of the charitable company. The Directors of the company are also the Trustees of the charity. At the time of writing the existing Directors are the only members of the company. In the event of the company being wound up the liability of the members is limited to a sum not exceeding £1 each.

There were four new Director/Trustees appointed in the year, as referred to above. Mrs. Catherine Porter, Mrs. Denise Webb and Ms. Laura Street were appointed on 15th August 2024 and Mrs Caroline Davies was appointed on 21st November 2024.

Mrs. Hilary Vickers resigned her position with effect from the AGM on 21st November 2024 after over six years of valuable service, including providing library management services in HCL's time of need. We wish her all the best for the future.

In accordance with the requirements of the Articles of Association three of the Director/Trustees Mrs. Susan Toner, Mr. Tim Mozley and Mr. Tom Hobbs retired by rotation at the Company's AGM on 21st November 2024, and were duly re-elected for a further term of office. The four new Director/Trustees, having been appointed during the year, sought ratification of their appointments and were duly elected. Tim continued to serve in his role as Trustee until he retired at the end of the financial year, 31st March 2025. Tom Hobbs was duly ratified in his place as Treasurer at the AGM.

Following her previously stated intention of stepping down as Chair at the company's AGM on 21st November 2024 after five years in the position, Mrs. Susan Toner was replaced by Mrs. Lorna Watson for an intended period of three years. This change was duly ratified at the AGM.

All Directors/Trustees currently give their time voluntarily and receive no benefits from the charity outside of those generally available to all beneficiaries i.e. the provision of a library service in the community.

Reference and administrative information

Charity name: Haddenham Community Library

Charity Registration Number: 1148062

Company Registration Number: 07972739

Registered Office
and operational address: Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
Buckinghamshire
HP17 8EE

Roles**Trustee Appointments**

Board of Director/Trustees:	Mrs. L. Watson	Chair - Appointed 21/11/24	
	Mr. P. Buckland		
	Ms. R. Cook	Company Secretary - Appointed 21/11/24	
	Mrs C Davies		Appointed 21/11/24
	Mr. T Hobbs	Treasurer - Appointed 21/11/24	
	Mrs. C. Porter		Appointed 15/8/24
	Ms. L. Street		Appointed 15/8/24
	Mrs. S. Toner	Resigned as Chair 21/11/24	
	Mrs. D. Webb		Appointed 15/8/24
	Mrs H Vickers	Resigned as Company Secretary and Trustee 21/11/24	
Mr. T. Mozley	Resigned as Treasurer 21/11/24 Retired as Trustee 31/3/25		

Bankers: National Westminster Bank
22 Market Square
Aylesbury
Buckinghamshire
HP20 1TR

Independent Examiner Mr. H. Creed FCA

Exemptions from disclosure**Funds held as custodian trustee on behalf of others**

There are no funds held as custodian trustee.

Independent Examiner's report to the trustees of Haddenham Community Library ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1 accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2 The accounts did not accord with those records; or
- 3 The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 **The accounts** have not been prepared in accordance with the methods and principles of the Statement of **Recommended Practice** for accounting and reporting by charities applicable to the charities preparing their **accounts** in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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.

H.R. Creed, FCA

HADDENHAM COMMUNITY LIBRARY

Statement of Financial Activities

For the year ended 31st March 2025

		Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
	Notes				
Income and endowments from:					
Donations and legacies		29,423	-	29,423	31,310
Charitable activities	4	16,159	-	16,159	12,186
Other trading activities	5	5,257	-	5,257	2,351
Investment income	6	1,483	-	1,483	351
Total		52,322	-	52,322	46,198
Expenditure					
Charitable activities – library services	7	52,298	-	52,298	58,090
Total expenditure		52,298	-	52,298	58,090
Net income/(expenditure) for the year		24	-	24	(11,892)
Total funds brought forward		109,187	-	109,187	121,079
Total funds carried forward		109,211	-	109,211	109,187

HADDENHAM COMMUNITY LIBRARY

Balance Sheet

For the year ended 31st March 2025

		Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
	Notes				
Fixed assets:					
Tangible assets	10	30,927	-	30,927	34,595
Current assets:					
Stocks		1,046	-	1,046	643
Debtors	11	255	-	255	238
Cash at bank and in hand		82,552	-	82,552	79,635
Total Current Assets		83,853	-	83,853	80,516
Creditors					
Amounts falling due within one year	12	(5,569)	-	(5,569)	(5,924)
Net current assets		78,284	-	78,284	74,592
Total assets less current liabilities		109,211	-	109,211	109,187
Net assets				109,211	109,187
Funds	13				
Unrestricted				109,211	109,187
Total				109,211	109,187

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2025.

The members have not required the company to obtain an audit of its financial statements for the year

The Trustees acknowledge their responsibilities for

(a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 20th November 2025 and were signed on its behalf by:

A handwritten signature in black ink that reads "Lorna Watson". The signature is written in a cursive style and is positioned above a dotted horizontal line.

Lorna Watson - Chair

Notes to the Financial Statements

For the year ended 31st March 2025

1 General Information

Haddenham Community Library is a charity limited by guarantee and incorporated in England and Wales. The address of the charity's registered office is Haddenham Library, Banks Park, Banks Road Haddenham, Aylesbury, Bucks, HP17 8EE. The registered number is 07972739.

2 Accounting policies

Basis of preparing financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015)", Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective September 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computers and electronic equipment	straight line basis over 3 years
Fixtures and fittings	straight line basis over 10 years
Furniture	straight line basis over 5 years

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Assets are capitalised by the charity if they can be used for more than one year and are of significant value given the size of the business, i.e. cost more than £250.

Stocks

These are valued at the lower of cost or market value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity received no restricted income during the current year or previous year.

3 Donations and legacies

	2025	2024
	£	£
Grants	22,453	28,452
Other donations	6,970	2,858
Total	29,423	31,310

Grants received during 2023/24 and 2022/2023 were provided by Buckinghamshire Council (BC), Haddenham Parish Council and other grant making organisations.

4 Charitable Activities

	2025	2024
	£	£
Room hire fees	12,570	10,021
Library fees	3,589	2,165
Total	16,159	12,186

5 Other trading activities

	2025	2024
	£	£
Fundraising events & activities	1,331	63
Profit on sale of greeting cards	1,020	231
Miscellaneous	2,906	2,057
Total	5,257	2,351

6 Investment income

	2025	2024
	£	£
Deposit account interest	1,483	351

7 Expenditure

	2025	2024
Charitable activities	£	£
Salaries and Contract Managers	25,406	27,929
Books	854	1,141
Cleaning	4,223	4,105
Electricity	5,568	8,536
Event & Activity costs	341	1,557
Furniture/equipment	348	25
Insurance	269	248
Newspapers/magazines	40	95
Printing/stationery	342	728
Repairs & Maintenance	13	318
Tel/ICT/TV/WiFi	1,671	1,510
Depreciation	8,578	9,335
Other	4,617	2,515
Governance Costs	69	48
Total	52,339	58,090

8 Trustees' remuneration and benefits

Trustees' expenses of £719 were paid for the year ended 31st March 2025 (nil for the year ended 31st March 2024).

9 Staff costs

Payments of £25,406 (2024 £27,929) were made for library management.

10 Tangible fixed assets

Furniture, fixtures, fittings and equipment.

	£
Cost	
At 1 st April 2024	80,934
Additions	4,909
Disposals	-
At 31st March 2025	85,843
Depreciation	
At 1 st April 2023	46,339
Charge for year	8,578
At 1 st April 2024	54,917
Net book value	
At 31 st March 2024	30,926
At 31 st March 2023	34,595

11 Debtors: amounts falling due within one year

	2025	2024
	£	£
Trade debtors	255	238

12 Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors and accruals	5,569	5,924

13 Movement in funds

	2024	Net movement in funds	2025
	£	£	£
Total funds	109,187	24	109,211

Movement in funds included in the above are as follows:

	Incoming Resources	Resources Expended	Movement in Funds
	£	£	£
Total funds	52,321	52,298	24

Comparatives for movement of funds as follows:

	2023	Net movement in funds	2024
	£	£	£
Total funds	121,079	(11,892)	109,187

Comparative net movement in funds included in the above as follows:

	Incoming Resources	Resources Expended	Movement in funds
	£	£	£
Total funds	46,198	(58,090)	(11,892)

14 Related party disclosures

There were no related party transactions in the current or comparative year, except the reimbursement of Trustee expenses as listed in note 8 above.

15 Ultimate controlling party

The Charity was controlled throughout the year by The Board of Trustees.

HADDENHAM COMMUNITY LIBRARY

England & Wales - Charity number 1148062

Accounts



**Haddenham
Community
Library**

HADDENHAM COMMUNITY LIBRARY

(A private company limited by guarantee)

**Report of the Trustees and unaudited financial statements for the
year ended 31st March 2024**

Registered Charity Number 1148062

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Haddenham Community Library (HCL)

Trustees Annual Report

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HCL was required to find additional funding to ensure all the running costs of the library could be met. This was in part to be mitigated by the recruitment of a team of volunteers to assist the professional librarian(s). Having volunteers ensured money was saved in respect of additional staff salaries and overhead administrative costs.

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Over the last year HCL has continued to make progress in a number of areas.

While the refurbishment programme initiated in 2021 was mainly completed during 2023, some remaining elements including reconfiguration of the managers' office plus decoration of the whole area behind the counter were finally carried out in the middle of 2024.

The two contracted library managers have now been in place for over 18 months and the arrangement has undoubtedly been beneficial to HCL as they have proved very successful at managing not only the day to day running of the library but promoting the services and benefits offered by HCL in the community at large. The range of longstanding activities in the library such as Bounce & Rhyme, Story Time and Lego Club are now accompanied by further choices including craft workshops, drop-in digital sessions and regular displays of art by local art clubs and individual artists. There is always something going on in the library.

The hiring out of the premises to local clubs and other organisations which provides vital income for HCL is also thriving with a solid core of regular hirers.

The managers have recruited a number of new volunteers over the past year and as time goes by this loyal volunteer group becomes increasingly experienced and remains vital to the library's ongoing success for which library users are most appreciative.

Having reached a numerical nadir of five members after Covid, the Board of Trustees is now pleased to announce the recent appointment of a further three new Director/Trustees from the local community. Despite the known resignation of one trustee at the 2024 Annual General Meeting, the ongoing total size of the Board at nine members will be the highest number since 2019. This will provide more flexibility in the sharing of the workload particularly in the key areas of fundraising, marketing and organising events.

Notwithstanding the critical issue of future financial security, everyone who has been and is involved with HCL can be justifiably proud that a successful library has remained in the community for well over ten years since it was initially threatened with closure.

Financial review

Although somewhat less than the previous year, the reality of HCL's continuing unsatisfactory financial position was underlined by a further excess of expenditure over income in 2023/24 of £11,892. Once again the charity absorbed the loss through another reduction in its cash reserves. Contract manager fees and energy costs continue to account for about 60% of expenditure.

At the time of publishing last year's Annual Report the Board were anticipating a significant reduction in the Resource Grant provided by Buckinghamshire Council for the new three year Resource Grant agreement period commencing on 1st April 2024. A sharp fall from the 2023/24 annual grant level of £16,719 to £6,000 per year for the three years had been indicated by Council representatives. In the event HCL managed to negotiate a "tiered" reduction so that the grant would fall by £5000 to £11,719 in the first year, 2024/25, and then drop to £6,000 for the following two years. This additional £5,719 has helped reduce the forecast 2024/25 budget deficit in the current year.

In seeking to partially mitigate the reduced grant, the Board agreed to increase the hourly rate for hiring the library premises and the cost of refreshments available to customers, both from 1st April 2024. This change seems to have had little impact on hirers and library users alike and is expected to increase revenue in the current year by some £2,000.

Risks

The key risk to HCL remains its financial situation and, although it has sufficient reserves to offset losses for several years, this is not an ideal position to be in for the long term. The impact of a significant reduction in the numbers of trustees and volunteers is a potentially critical problem but currently this seems unlikely over the next couple of years.

Future plans

With work on the library's largely internal refurbishment all but complete for the foreseeable future, seeking ways of reducing energy costs is currently top of the agenda for controlling expenses. The Board have recently agreed to switch energy supplier to one offering a lower unit rate and the possibility of installing solar panels on the library roof is now under active consideration.

Financial risks referred to above mean the Board is now more proactive in seeking out grants in both the private and public sectors. Haddenham Parish Council have been fully appraised of HCL's financial position and have confirmed their commitment to supporting HCL as a key community asset. Their grant has been increased in the current year and could be again in the future if deemed necessary. A Parish Councillor has recently been co-opted as an observer at trustee meetings.

After a recent successful ticketed event in the library, ways of generating additional revenue via this means will be pursued. As always, seeking new volunteers and trustees remain in future plans.

Structure, governance and management

HCL is a charitable company limited by guarantee which was incorporated on 1st March 2012 and registered as a charity on 11th July 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association which establish the objects and powers of the charitable company. The Directors of the company are also the Trustees of the charity. At the time of writing the existing Directors are the only members of the company. In the event of the company being wound up the liability of the members is limited to a sum not exceeding £1 each.

The three new Director/Trustees referred to above, Mrs. Catherine Porter, Mrs. Denise Webb and Ms. Laura Street were appointed on 15th August 2024.

Mrs. Hilary Vickers resigned her position with effect from the AGM on 21st November 2024 after over six years of valuable service.

In accordance with the requirements of the Articles of Association three of the Director/Trustees Mrs. Susan Toner, Mr. Tim Mozley and Mr. Tom Hobbs retired by rotation at the Company's AGM on 21st November 2024 and were duly re-elected for a further term of office. The three new Director/Trustees, having been appointed during the year, sought ratification of their appointments and were duly elected.

Following her previously stated intention of stepping down as Chair at the company's AGM on 21st November 2024 after five years in the position, Mrs. Susan Toner was replaced by Mrs. Lorna Watson for an intended period of three years. This change was duly ratified at the AGM.

All Director/Trustees currently give their time voluntarily and receive no benefits from the charity outside of those generally available to all beneficiaries i.e. the provision of a library service in the community.

Reference and administrative information

Charity name: Haddenham Community Library

Charity Registration Number: 1148062

Company Registration Number: 07972739

Registered Office and operational address: Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
Buckinghamshire
HP17 8EE

Board of Director/Trustees:

Mrs. L. Watson	Chair
Mr. P. Buckland	
Ms. R. Cook	Treasurer
Mr. T Hobbs	
Mr. T. Mozley	
Mrs. C. Porter	
Ms. L. Street	
Mrs. S. Toner	
Mrs. D. Webb	

Bankers: National Westminster Bank
22 Market Square
Aylesbury
Buckinghamshire
HP20 1TR

Independent Examiner: Mr. H. Creed FCA

Exemptions from disclosure

There are no exemptions from disclosure.

Funds held as custodian trustee on behalf of others

There are no funds held as custodian trustee.

Independent Examiner's report to the trustees of Haddenham Community Library ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts did not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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.

 21/11/24

H.R. Creed, FCA

HADDENHAM COMMUNITY LIBRARY
Statement of Financial Activities

For the year ended 31st March 2024

		Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	Notes	£	£	£	£
Income and endowments from:					
Donations and legacies	3	31,310	0	31,310	23,214
Charitable activities	4	12,186	0	12,186	11,856
Other trading activities	5	2,351	0	2,351	1,586
Investment income	6	351	0	351	0
Total		46,198	0	46,198	36,656
Expenditure on:					
	7				
Charitable activities – library services		58,090	0	58,090	51,230
Total expenditure		58,090	0	58,090	51,230
Net income/(expenditure) for the year		(11,892)	0	(11,892)	(14,574)
Total funds brought forward		121,079	0	121,079	135,653
Total funds carried forward		109,187	0	109,187	121,079

HADDENHAM COMMUNITY LIBRARY

Balance Sheet

At 31st March 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Fixed assets:					
Tangible assets	10	34,595	0	34,595	29,841
Current assets:					
Stocks		643	0	643	1,045
Debtors	11	238	0	238	958
Cash at bank and in hand		79,635	0	79,635	98,801
		80,516	0	80,516	100,804
Creditors					
Amounts falling due within one year	12	(5,924)	0	(5,924)	(9,566)
Net current assets		74,592	0	74,592	91,238
Total assets less current liabilities		109,187	0	109,187	121,079
Net assets				109,187	121,079
Funds					
Unrestricted funds	13			109,187	121,079
Total funds				109,187	121,079

Balance Sheet – continued

At 31st March 2024

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024.

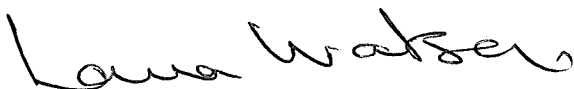
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2024 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- (a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 21st November 2024 and were signed on its behalf by:



21/11/24

.....
Lorna Watson - Chair

Notes to the Financial Statements

For the year ended 31st March 2024

1 General Information

Haddenham Community Library is a charity limited by guarantee and incorporated in England and Wales. The address of the charity's registered office is Haddenham Library, Banks Park, Banks Road Haddenham, Aylesbury, Bucks, HP17 8EE. The registered number is 07972739.

2 Accounting policies

Basis of preparing financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015)", Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective September 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture	straight line basis over 5 years
Fixtures and fittings	straight line basis over 10 years
Computers and electronic equipment	straight line basis over 3 years

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Assets are capitalised by the charity if they can be used for more than one year and are of significant value given the size of the business, i.e. cost more than £250.

Stocks

These are valued at the lower of cost or market value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity received no restricted income during the current year or previous year.

3 Donations and legacies

	2024 £	2023 £
Grants	28,452	21,351
Other donations	2,858	1,863
Total	<u>31,310</u>	<u>23,214</u>

Grants received during 2023/24 and 2022/2023 were provided by Buckinghamshire Council (BC), Haddenham Parish Council and other grant making organisations.

4 Charitable Activities

	2024 £	2023 £
Room hire fees	10,021	10,025
Library fees	2,165	1831
Total	<u>12,186</u>	<u>11,856</u>

5	Other trading activities	2024	2023
		£	£
	Fundraising events & activities	63	316
	Profit on sale of greeting cards	231	95
	Miscellaneous	2,057	1,175
	Total	<u>2,351</u>	<u>1,586</u>

6	Investment income	2024	2023
		£	£
	Deposit account interest	<u>351</u>	<u>0</u>

7	Expenditure	2024	2023
		£	£
	Charitable activities		
	Salaries and Contract Managers	27,929	23,204
	Books	1,141	348
	Cleaning	4,105	3,977
	Electricity	8,536	7,492
	Event & activity costs	1,557	587
	Furniture/equipment	25	1,413
	Insurance	248	642
	Newspapers/magazines	95	99
	Printing/stationery	728	654
	Repairs & maintenance	318	1,145
	Tel/ICT/TV/WiFi	1,510	1,195
	Depreciation	9,335	8,135
	Other	2,515	2,286
	Governance costs	48	53
	Total	<u>58,090</u>	<u>51,230</u>

8 Trustees' remuneration and benefits

There were no Trustees' expenses paid for the year ended 31st March 2024 nor for the year ended 31st March 2023.

9 Staff costs

Payments of £27,929 (2023 £23,204) were made for library management.

10 Tangible fixed assets

Furniture, fixtures, fittings and equipment.

	£
Cost	
At 1 st April 2023	66,845
Additions	14,089
Disposals	-
At 31 st March 2024	<u>80,934</u>
Depreciation	
At 1 st April 2023	37,004
Charge for year	9,335
-	
At 31 st March 2024	<u>46,339</u>
Net book value	
At 31 st March 2024	<u>34,595</u>
At 31 st March 2023	<u>29,841</u>

11 Debtors: amounts falling due within one year

	2024	2023
	£	£
Trade debtors	<u>238</u>	<u>958</u>

12 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors and accruals	<u>5,924</u>	<u>9,566</u>

13 Movement in funds

	2023 £	Net movement in funds £	2024 £
Total funds	<u>121,079</u>	<u>(11,892)</u>	<u>109,187</u>

Movement in funds included in the above are as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Total funds	<u>46,198</u>	<u>(58,090)</u>	<u>(11,892)</u>

Comparatives for movement of funds as follows:

	2022 £	Net movement in funds £	2023 £
Total funds	<u>135,653</u>	<u>(14,574)</u>	<u>121,079</u>

Comparative net movement in funds included in the above as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Total funds	<u>36,656</u>	<u>(51,230)</u>	<u>(14,574)</u>

14 Related party disclosures

There were no related party transactions in the current or comparative year except as indicated in note 9 above.

15 Ultimate controlling party

The Charity was controlled throughout the year by The Board of Trustees.

HADDENHAM COMMUNITY LIBRARY

England & Wales - Charity number 1148062

Accounts



**Haddenham
Community
Library**

HADDENHAM COMMUNITY LIBRARY

(A private company limited by guarantee)

**Report of the Trustees and unaudited financial statements for the
year ended 31st March 2023**

Registered Charity Number 1148062

Registered Company Number 07972739

Haddenham Community Library (HCL)

Trustees Annual Report

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Notes to the Financial Statements	9

Report of the Trustees

The Trustees of Haddenham Community Library (HCL) present their annual report and accounts for the year ended 31st March 2023 and confirm that they comply with the requirements of HCL's Articles of Association and the Charities SORP 2015 (FRSSE).

Background

HCL was set up by the community in Haddenham in 2012 to take over the running of the village library which was facing the possibility of closure as part of local government cutbacks. Agreement was reached with Buckinghamshire County Council (BCC) (Buckinghamshire Council (BC) from 1st April 2020) to lease the library premises for a period of 25 years. A second resource grant agreement guaranteed a certain amount of grant and other income from BCC for an initial period of 5 years. This grant agreement is now periodically renewed. HCL would also benefit from continued access to the county's book stock and the centralised library management computer system. Two members of County staff (reduced to one from the beginning of 2019 and none from the end of 2021) would be employed by BCC but permanently seconded to and funded by HCL. County staff have now been replaced by contract managers on a job share basis.

HCL was required to find additional funding to ensure all the running costs of the library could be met. This was in part to be mitigated by the recruitment of a team of volunteers to assist the professional librarian. Having volunteers ensured money was saved in respect of additional staff salaries and overhead administrative costs.

HCL took over the running of the library in November 2012 and subsequently took on full responsibility for financial management from 1st April 2013.

Objectives and activities

HCL's objects as set out in 2012 in its Articles of Association are as follows:

- (1) To advance education by the provision of a library facility and other educational and community resources for the benefit of the residents of Haddenham and its surrounding areas.
- (2) To provide community facilities for use by the inhabitants of Haddenham and its surrounding areas including use for meetings, lectures and classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.

These objects have since been augmented by HCL's Mission Statement which is now as follows:

"To provide an accessible, welcoming, family-friendly and vibrant modern library fit for the 21st century."

HCL recognises that the traditional role of libraries has changed in recent years and that the introduction of community libraries is a reflection of this evolutionary process. Whilst retaining the basic function of a library, HCL has worked steadily to develop and broaden its range of services and activities.

Achievements and performance

Since the Trustees' last report real progress has been made in several areas of the charity's business.

The refurbishment programme initiated in 2021 and now largely completed, was supplemented by a project to upgrade the lighting in the library considerably improving the internal environment of the building to the benefit of all library users. This additional work was finished in June and coincided with Buckinghamshire Council's project to replace the roofing felt, fascia boards, front and back exit doors and windows in the main library as well as painting the outside of the building which has now been finished. The overall effect of all this work has been a much-welcomed rejuvenation of the library building which was beginning to show its age.

The library staff situation has also taken a major step forward. The timely assistance of the two trustees who took over management of the library as an interim measure during 2022 and, in the case of one trustee, the first few months of 2023, has now come to an end. The Board of Trustees set out to find two contract managers who could take over management of the library on a job share basis. The trustees are pleased to report that both of these managers were appointed and started work during April 2023. To date the arrangement is progressing very well. The managers are now settled in their roles and have developed a very good working relationship with trustees and volunteers alike.

The end of Covid 19 left HCL with a smaller but experienced and dedicated group of volunteers who are so key to the ongoing success of the library. Encouragingly, the managers have also been able to recruit and train a number of new volunteers during the course of the year so this aspect of HCL's business is also going from strength to strength.

The Board of Trustees had shrunk to five members by the end of 2022 which was really insufficient to satisfactorily cope with the workload. We are now pleased to report that two new trustees joined the Board in the middle of 2023 making it easier to address the forecast development needs of HCL's business. The quest for further one or two new trustees remains in place.

In summary the Board of Trustees are confident the current organisational set up and the calibre of staff and volunteers provide the necessary sound footing for HCL to face future challenges to its continuing success as a key facility serving the community.

Financial review

Without doubt the most important of these challenges will be funding. The latest Resource Grant Agreement with Buckinghamshire Council ended on 31st March 2023. The Council agreed to maintain HCL's annual grant during 2023/24 at the same level as the grant for 2022/23 (£16719) as an interim measure while it assessed the long-term future of grants. HCL eventually received the Council's initial proposal for the future of the Resource Grant on 17th November 2023. This indicated that from 1st April 2024 the Council would award HCL a grant of £6000 p.a. over a three year grant period. Needless to say, this reduction of over 60% in the grant presents the Board with a very serious future funding problem.

At the time of approving this annual report the Board has not yet entered into any negotiations with the Council for the purpose of seeking an increase in the proposed new grant level. HCL remains cushioned by the generous grants received during Covid 19 which enabled it to build up a significant financial reserve. However, this money is already being considerably eroded by increased costs in contract management fees and, in particular, energy, with electricity charges almost trebling over the last year.

With a significantly reduced Resource Grant, HCL's excess of expenditure over regular income, some £14,574 in 2022/23, will increase to well over £20,000 p.a. and without major additional sources of income will drain cash reserves in just a few years. Contract manager fees and energy costs accounted for about 60% of expenditure in 2022/23 and it is difficult to find any major savings in these areas save cutting back on manager hours. The Board have no particular wish to alter such an advantageous arrangement unless absolutely necessary but it may have to be considered at some stage.

Further areas of revenue generation now have to be sought by the Board as a matter of even greater priority but one of the main issues is that many donors and grant making organisations prefer to fund specific projects rather than contribute to general running costs. The latter, of course is where the Board foresees the main funding requirement to be over the next few years.

Risks

The risks associated with Covid-19 have diminished but the Trustees are aware that there is a chance that similar situations may arise in the future. Notwithstanding that, the key risks to the business continue to be related to long term funding and the retention of a willing and dedicated group of trustees and volunteers.

Future plans

Despite the continuing difficulties of an unpredictable future, the Trustees remain optimistic for the library's further success over the next few years provided that they are successful in developing new areas of additional future income from potential donors and sponsors. Advertising for and recruiting both volunteers and trustees are a fixed part of future plans.

Structure, governance and management

HCL is a charitable company limited by guarantee which was incorporated on 1st March 2012 and registered as a charity on 11th July 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association which establish the objects and powers of the charitable company. The Directors of the company are also the Trustees of the charity. At the time of writing the existing Directors are the only members of the company. In the event of the company being wound up the liability of the members is limited to a sum not exceeding £1 each.

The Board was joined by two new members when Mrs Lorna Watson and Mr. Paul Buckland were appointed as a Director/Trustees on 26th January 2023.

Mr. Peter Mason and Mrs. Angela Dauterman served as Director/Trustees during part of 2022/2023 but both resigned their positions with effect from the AGM on 24th November 2022.

In accordance with the requirements of the Articles of Association two of the Director/Trustees, Mrs. Hilary Vickers and Ms. Robyn Cook retired by rotation at the Company's AGM on 22nd November 2023 and were duly re-elected for a further term of office. Mrs Lorna Watson and Mr. Paul Buckland, having been appointed as directors within the year, sought ratification of their appointment and were duly elected.

All Director/Trustees currently give their time voluntarily and receive no benefits from the charity outside of those generally available to all beneficiaries i.e. the provision of a library service in the community.

Reference and administrative information

Charity name: Haddenham Community Library

Charity Registration Number: 1148062

Company Registration Number: 07972739

Registered Office and operational address: Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
Buckinghamshire
HP17 8EE

Board of Director/Trustees:

Mrs. S. Toner	Chair
Mr. P. Buckland	
Ms. R. Cook	
Mr. T Hobbs	
Mr. T. Mozley	Treasurer
Mrs. H. Vickers	
Mrs. L. Watson	

Bankers: National Westminster Bank
22 Market Square
Aylesbury
Buckinghamshire
HP20 1TR

Independent Examiner: Mr. H. Creed FCA

Exemptions from disclosure

There are no exemptions from disclosure.

Funds held as custodian trustee on behalf of others

There are no funds held as custodian trustee.

Independent Examiner's report to the trustees of Haddenham Community Library ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts did not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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.

H.R. Creed 23/11/23

H.R. Creed, FCA

HADDENHAM COMMUNITY LIBRARY
Statement of Financial Activities

For the year ended 31st March 2023

		Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
	Notes	£	£	£	£
Income and endowments from:					
Donations and legacies	3	25,484	(2270)	23,214	36,049
Charitable activities	4	11,856	0	11,856	3,241
Other trading activities	5	1,586	0	1,586	1,539
Investment income	6	0	0	0	16
Total		38,926	(2270)	36,656	40,845
Expenditure on:					
	7				
Raising funds		0	0	0	0
Charitable activities – library services		51,230	0	51,230	42,011
Total expenditure		51,230	0	51,230	42,011
Net income/(expenditure) for the year		(12,304)	(2270)	(14574)	(1,166)
Total funds brought forward		133,383	2,270	135653	136,819
Total funds carried forward		121,079	0	121,079	135,653

HADDENHAM COMMUNITY LIBRARY

Balance Sheet

At 31st March 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Fixed assets:					
Tangible assets	10	29,841	0	29,841	21,906
Current assets:					
Stocks		1,045	0	1,045	1,571
Debtors	11	958	0	958	2,523
Cash at bank and in hand		98,801	0	98,801	113,922
		100,804	0	100,804	118,016
Creditors					
Amounts falling due within one year	12	(9,566)	0	(9,566)	(4,269)
Net current assets		91,238	0	91,238	113,747
Total assets less current liabilities		121,079	0	121,079	135,653
Net assets				121,079	135,653
Funds					
	13				
Unrestricted funds				121,079	133,383
Restricted funds				0	2,270
Total funds				121,079	135,653

Balance Sheet – continued

At 31st March 2023

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- (a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 22nd November 2023 and were signed on its behalf by:

Susan Toner 23/11/23

.....
Susan Toner - Chair

Notes to the Financial Statements

For the year ended 31st March 2023

1 General Information

Haddenham Community Library is a charity limited by guarantee and incorporated in England and Wales. The address of the charity's registered office is Haddenham Library, Banks Park, Banks Road Haddenham, Aylesbury, Bucks, HP17 8EE. The registered number is 07972739.

2 Accounting policies

Basis of preparing financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015)", Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective September 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture	straight line basis over 5 years
Fixtures and fittings	straight line basis over 10 years
Computers and electronic equipment	straight line basis over 3 years

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Assets are capitalised by the charity if they can be used for more than one year and are of significant value given the size of the business, i.e. cost more than £250.

Stocks

These are valued at the lower of cost or market value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity received £0 in restricted income during the current year. In 2021 £2,270 was received as a once off grant from the National Lottery for the purpose of refurbishing toilet facilities. The work has now been carried out and the income transferred out of restricted funds. There was no other restricted income.

3 Donations and legacies

	2023 £	2022 £
Grants	21,351	30,112
Transfer from restricted funds	2,270	0
Other donations	1,863	5,937
Total	<u>25,484</u>	<u>36,049</u>

Grants received during 2022/23 and 2021/2022 were provided by Buckinghamshire Council (BC) and Haddenham Parish Council.

4 Charitable Activities

	2023 £	2022 £
Room hire fees	10,025	2,340
Library fees	1,831	901
Total	<u>11,856</u>	<u>3,241</u>

5 Other trading activities

	2023	2022
	£	£
Fundraising events & activities	316	569
Sale of old stock & donated items	-	47
Profit on sale of greeting cards	95	249
Profit on sale of reading glasses	-	32
Miscellaneous	1,175	642
Total	<u>1,586</u>	<u>1,539</u>

6 Investment Income

	2023	2022
	£	£
Deposit account interest	<u>0</u>	<u>16</u>

7 Expenditure

	2023	2022
	£	£
Charitable activities		
Salaries and Contract Managers	23,204	21,167
Books	348	712
Cleaning	3,977	1,697
Electricity	7,492	2,809
Event & activity costs	587	167
Furniture/equipment	1,413	2,480
Insurance	642	537
Newspapers/magazines	99	175
Photocopier	-	83
Printing/stationery	654	273
Repairs & maintenance	1,145	1,247
Tel/ICT/TV/WIFI	1,195	1,526
Depreciation	8,135	5,420
Covid-19 costs	-	1,043
Other	2,286	2,022
Governance costs	53	653
Total	<u>51,230</u>	<u>42,011</u>

8 Trustees' remuneration and benefits

As mentioned in the report the two trustees who were appointed as contract library managers from 1st January 2022 on an interim basis have now terminated their contracts. They were remunerated as indicated in note 9 staff costs below. Trustees' remuneration for the year ended 31st March 2022 amounted to £5,555. There were no other trustee benefits paid during the year.

There were no Trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

9 Staff costs

Payments of £23,204 (2022 £21,167) were made for library management.

10 Tangible fixed assets

Furniture, fixtures, fittings and equipment.

	£
Cost	
At 1 st April 2022	50,775
Additions	16,070
Disposals	-
At 31 st March 2023	66,845
Depreciation	
At 1 st April 2022	28,869
Charge for year	8,135
At 31 st March 2023	<u>37,004</u>
Net book value	
At 31 st March 2023	<u>29,841</u>
At 31 st March 2022	<u>21,906</u>

11 Debtors: amounts falling due within one year

	2023	2022
	£	£
Trade debtors	<u>958</u>	<u>2,523</u>

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors and accruals	<u>9,566</u>	<u>4,269</u>

13 Movement in funds

	2022 £	Net movement in funds £	2023 £
Unrestricted funds	133,383	(12,304)	121,079
Restricted Funds	2,270	(2,270)	0
Total funds	<u>135,653</u>	<u>(14,574)</u>	<u>121,079</u>

Movement in funds included in the above are as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	38,926	(51,230)	(12,304)
Restricted funds	0	(2,270)	(2,270)
Total funds	<u>38,926</u>	<u>(53,500)</u>	<u>(14,574)</u>

Comparatives for movement of funds as follows:

	2022 £	Net movement in funds £	2023 £
Unrestricted funds	134,549	(1,166)	133,383
Restricted funds	2,270	0	2,270
Total funds	<u>136,819</u>	<u>(1,166)</u>	<u>135,653</u>

Comparative net movement in funds included in the above as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	40,845	(42,011)	1,166
Restricted funds	0	0	0
Total funds	<u>40,845</u>	<u>(42,011)</u>	1,166

14 Related party disclosures

There were no related party transactions in the current or comparative year except as indicated in note 9 above.

15 Ultimate controlling party

The Charity was controlled throughout the year by The Board of Trustees.

HADDENHAM COMMUNITY LIBRARY

England & Wales - Charity number 1148062

Accounts



**Haddenham
Community
Library**

HADDENHAM COMMUNITY LIBRARY

(A private company limited by guarantee)

**Report of the Trustees and unaudited financial statements for the
year ended 31st March 2022**

Registered Charity Number 1148062

Registered Company Number 07972739

Haddenham Community Library (HCL)

Trustees Annual Report

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Report of the Trustees

The Trustees of Haddenham Community Library (HCL) present their annual report and accounts for the year ended 31st March 2022 and confirm that they comply with the requirements of HCL's Articles of Association and the Charities SORP 2015 (FRSSE).

Background

HCL was set up by the community in Haddenham in 2012 to take over the running of the village library which was facing the possibility of closure as part of local government cutbacks. Agreement was reached with Buckinghamshire County Council (BCC) (Buckinghamshire Council (BC) from 1st April 2020) to lease the library premises for a period of 25 years. A second resource grant agreement guaranteed a certain amount of grant and other income from BCC for an initial period of 5 years. HCL would also benefit from continued access to the county's book stock and the centralised library management computer system. Two members of staff (reduced to one from the beginning of 2019) would be employed by BCC but permanently seconded to and funded by HCL.

HCL was required to find additional funding to ensure all the running costs of the library could be met. This was in part to be mitigated by the recruitment of a team of volunteers to assist the professional librarian. Having volunteers ensured money was saved in respect of additional staff salaries and overhead administrative costs.

HCL took over the running of the library in November 2012 and subsequently took on full responsibility for financial management from 1st April 2013.

Objectives and activities

HCL's objects as set out in 2012 in its Articles of Association are as follows:

- (1) To advance education by the provision of a library facility and other educational and community resources for the benefit of the residents of Haddenham and its surrounding areas.
- (2) To provide community facilities for use by the inhabitants of Haddenham and its surrounding areas including use for meetings, lectures and classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.

These objects have since been augmented by HCL's Mission Statement which is now as follows:

"To provide an accessible, welcoming, family-friendly and vibrant modern library fit for the 21st century."

HCL recognises that the traditional role of libraries has changed in recent years and that the introduction of community libraries is a reflection of this evolutionary process. Whilst retaining the basic function of a library, HCL has worked steadily to develop and broaden its range of services and activities.

Achievements and performance

The past twelve months has seen a continuing return to near normality of service in the library following a reduction in the impact of Covid-19 which was so prevalent in the previous year. Opening hours are almost back to their pre Covid-19 levels and the library is now fully available to community groups that wish to use it. Not only have previous hirers of the library returned, but new hirers have joined and hire income for the current year at the time of writing is now forecast to be more than three times that shown for 2021/22.

Following the resignation of the Library Manager in August 2021 HCL experienced something of a hiatus as far as management was concerned with cover being mainly provided by experienced volunteers aided by limited support from the County Library Service which was terminated at the end of 2021. As a result of this situation two of the Trustees submitted a proposal to jointly manage the library on a contract basis as an Interim measure while the Board of Trustees continued to explore possible solutions to the problem. After appropriate consultation with HCL's lawyers to ensure that this unusual plan to contract trustees complied with HCL's governing documents and charity law a contract was drawn up to start from 1st January 2022 for a period of six months with an option to extend for a further six months to the end of the year which is now the current situation. This interim solution has worked very well and the two trustees concerned have done an excellent job. The Board is currently looking at options for management from the beginning of 2023.

After further consideration of the costs, the Trustees decided to drop plans to build an extension and concentrate on refurbishing the current toilet facilities followed by a project to upgrade furnishing and shelving in the main adult library and reconfigure the counter/office area. Much of this work has now been completed under the auspices of the contract managers and the library has a distinctly pleasing new look about it.

As always HCL relies on the continuing support and work of a dedicated group of volunteers and the Board acknowledges their vital contribution together with that of other library supporters in their various forms.

Financial review

For the first time HCL reported a small financial loss following an atypically large profit in 2020/21. This was mainly due the significant reduction in grant income following the large Covid related grants which HCL had received in the previous year, together with an increase in expenses as normality returned. Much of the current expenditure on library refurbishment is being funded by reserves built up from these Covid grants.

HCL's current 3 year Resource Grant Agreement with the County Library Service is up for renewal on 1st April 2023 and negotiations on what happens after that date are in progress. Whilst HCL still has significant reserves, the Resource Grant remains a vital part of its financial future.

Risks

The risks associated with Covid-19 have diminished but the Trustees remain aware that there is a chance that similar situations may arise in the future. Notwithstanding that, the key risks to the business continue to be related to funding and the retention of a willing and dedicated group of volunteers.

Linked to the latter is, of course, the ongoing need to also find new Trustees to share the workload. Securing the future in these areas is the subject of much of the Trustees' discussions and planning.

Future plans

Despite the continuing unpredictable future, the Trustees remain optimistic for the library's further success over the next few years provided that, as mentioned above, the County Library Service's status as a provider of core funding is maintained. The Trustees will plan to develop new areas to seek additional future income including the ongoing wish to establish a friends organisation. The library refurbishment should be completed in the near future. Advertising for and recruiting both volunteers and trustees are a fixed part of future plans.

Structure, governance and management

HCL is a charitable company limited by guarantee which was incorporated on 1st March 2012 and registered as a charity on 11th July 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association which establish the objects and powers of the charitable company. The Directors of the company are also the Trustees of the charity. At the time of writing the existing Directors are the only members of the company. In the event of the company being wound up the liability of the members is limited to a sum not exceeding £1 each.

The Board was joined by a new member when Mr. Tom Hobbs was appointed as a Director/Trustee on 23rd June 2022 and this was ratified at the HCL's AGM on 24th November 2022.

Mr. Peter Mason and Mrs. A. Dauterman served as Director/Trustees throughout 2021/22 but both resigned their positions with effect from the AGM on the 24th November 2022.

In accordance with the requirements of the Articles of Association two of the Director/Trustees, Mrs. Susan Toner and Mr. Tim Mozley resigned at the Company's AGM on 24th November 2022 and were duly re-elected for a further term of office.

Except for the two Director/Trustees specifically contracted to manage the library, all Director/Trustees give their time voluntarily and receive no benefits from the charity outside of those generally available to all beneficiaries i.e. the provision of a library service in the community.

Reference and administrative information

Charity name:	Haddenham Community Library
Charity Registration Number:	1148062
Company Registration Number:	07972739

Registered Office and
operational address:

Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
Buckinghamshire
HP17 8EE

Board of Director/Trustees:

Mrs. S. Toner	Chair
Ms. R. Cook	
Mr. T Hobbs	
Mr. T. Mozley	Treasurer
Mrs. H. Vickers	

Bankers:

National Westminster Bank
3 Cornmarket
Thame
Oxfordshire
OX9 3YS

Independent Examiner:

Mr. F.W. Johnston BA FCA

Exemptions from disclosure

There are no exemptions from disclosure.

Funds held as custodian trustee on behalf of others

There are no funds held as custodian trustee.

Independent Examiner's report to the trustees of Haddenham Community Library ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

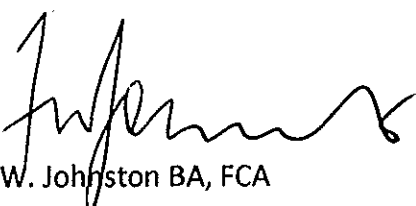
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts did not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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.


F.W. Johnston BA, FCA

24/11/22

HADDENHAM COMMUNITY LIBRARY
Statement of Financial Activities

For the year ended 31st March 2022

	Unrestricted Funds 2022	Restricted Funds 2022	Total Funds 2022	Total Funds 2021	
Notes	£	£	£	£	
Income and endowments from:					
Donations and legacies	3	36,049	0	36,049	74,112
Charitable activities	4	3,241	0	3,241	178
Other trading activities	5	1,539	0	1,539	765
Investment income	6	16	0	16	62
Total		40,845	0	40,845	75,117
Expenditure on:					
	7				
Raising funds		0	0	0	0
Charitable activities – library services		42,011	0	42,011	34,000
Total expenditure		42,011	0	42,011	34,000
Net Income/(expenditure) for the year		(1,166)	0	(1,166)	41,117
Total funds brought forward		134,549	2,270	136,819	95,702
Total funds carried forward		133,383	2,270	135,653	136,819

HADDENHAM COMMUNITY LIBRARY

Balance Sheet

At 31st March 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Fixed assets:					
Tangible assets	10	21,906	0	21,906	23,570
Current assets:					
Stocks		1,571	0	1,571	932
Debtors	11	2,523	0	2,523	23
Cash at bank and in hand		111,652	2,270	113,922	112,570
		115,746	2,270	118,016	113,525
Creditors					
Amounts falling due within one year	12	(4,269)	0	(4,269)	(276)
Net current assets		111,477	2,270	113,747	113,249
Total assets less current liabilities		133,383	2,270	135,653	136,819
Net assets				135,653	136,819
Funds					
	13				
Unrestricted funds				133,383	134,549
Restricted funds				2,270	2,270
Total funds				135,653	136,819

Balance Sheet – continued

At 31st March 2022

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2022.

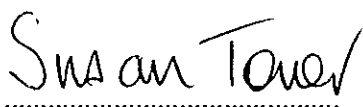
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2022 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- (a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 24th November 2022 and were signed on its behalf by:



.....
Susan Toner - Chair

24/11/22

Notes to the Financial Statements

For the year ended 31st March 2022

1 General Information

Haddenham Community Library is a charity limited by guarantee and incorporated in England and Wales. The address of the charity's registered office is Haddenham Library, Banks Park, Banks Road Haddenham, Aylesbury, Bucks, HP17 8EE. The registered number is 07972739.

2 Accounting policies

Basis of preparing financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015)", Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective September 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture	straight line basis over 5 years
Fixtures and fittings	straight line basis over 10 years
Computers and electronic equipment	straight line basis over 3 years

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Assets are capitalised by the charity if they can be used for more than one year and are of significant value given the size of the business, i.e. cost more than £250.

Stocks

These are valued at the lower of cost or market value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity received £0 in restricted income during the current year. In 2021 £2,270 was received as a once off grant from the National Lottery for the purpose of refurbishing toilet facilities. The work has now been carried out. There was no other restricted income.

3 Donations and legacies

	2022 £	2021 £
Grants	30,112	68,419
Other donations	5,937	5,693
Total	<u>36,049</u>	<u>74,112</u>

Grants received during 2021/22 and 2020/2021 were provided by Buckinghamshire Council (BC) and additionally by Haddenham Parish Council in 2020/2021.

4 Charitable Activities

	2022 £	2021 £
Room hire fees	2,340	-
Library fees	901	178
Total	<u>3,241</u>	<u>178</u>

5 Other trading activities

	2022	2021
	£	£
Fundraising events & activities	569	711
Sale of old stock & donated items	47	13
Profit on sale of greeting cards	249	-
Profit on sale of reading glasses	32	-
Profit on sale of fixed assets	-	-
Miscellaneous	642	41
Total	<u>1,539</u>	<u>765</u>

6 Investment income

	2022	2021
	£	£
Deposit account interest	<u>16</u>	<u>62</u>

7 Expenditure

	2022	2021
	£	£
Charitable activities		
Salaries and Contract Manager	21,167	19,506
Books	712	870
Cleaning	1,697	1,140
Electricity	2,809	1,624
Event & activity costs	167	-
Furniture/equipment	2,480	217
Insurance	537	306
Newspapers/magazines	175	-
Photocopier	83	64
Printing/stationery	273	350
Repairs & maintenance	1,247	365
Tel/ICT/TV/WiFi	1,526	1,141
Depreciation	5,420	4,668
Covid-19 costs	1,043	2,590
Other	2,022	1,106
Governance costs	653	53
Total	<u>42,011</u>	<u>34,000</u>

8 Trustees' remuneration and benefits

As mentioned in the report above two trustees were appointed as contract library managers from 1st January 2022 and were remunerated as indicated in note 9 staff costs below. There were no Trustees' remuneration or other benefits for the year ended 31st March 2021.

There were no Trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

9 Staff costs

A Library Manager employed by Buckinghamshire Council (BC) was seconded to Haddenham Community Library up to August 2021 for which the charity paid a contribution of £15,612. Additionally, payments of £5,555 were made for contract management.

10 Tangible fixed assets

Furniture, fixtures, fittings and equipment.

	£
Cost	
At 1 st April 2021	47,019
Additions	3,756
Disposals	-
At 31 st March 2022	50,775
Depreciation	
At 1 st April 2021	23,449
Charge for year	5,420
At 31 st March 2022	28,869
Net book value	
At 31 st March 2021	23,570
At 31 st March 2022	21,906

11 Debtors: amounts falling due within one year

	2022	2021
	£	£
Trade debtors	2,523	23

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors and accruals	4,269	276

13 Movement in funds

	2021 £	Net movement in funds £	2022 £
Unrestricted funds	134,549	(1,166)	133,383
Restricted Funds	2,270	0	2,270
Total funds	<u>136,819</u>	<u>(1,166)</u>	<u>135,653</u>

Movement in funds included in the above are as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	40,845	(42,011)	(1,166)
Restricted funds	0	0	0
Total funds	<u>40,845</u>	<u>(42,011)</u>	<u>(1,166)</u>

Comparatives for movement of funds as follows:

	2021 £	Net movement in funds £	2022 £
Unrestricted funds	95,702	38,847	134,549
Restricted funds	0	2,270	2,270
Total funds	<u>95,702</u>	<u>41,117</u>	<u>136,819</u>

Comparative net movement in funds included in the above as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	72,847	(34,000)	38,647
Restricted funds	2,270	0	2,270
Total funds	<u>75,117</u>	<u>(34,000)</u>	<u>41,117</u>

14 Related party disclosures

There were no related party transactions in the current or comparative year except as indicated in note 9 above.

15 Ultimate controlling party

The Charity was controlled throughout the year by The Board of Trustees.

HADDENHAM COMMUNITY LIBRARY

England & Wales - Charity number 1148062

Accounts



**Haddenham
Community
Library**

HADDENHAM COMMUNITY LIBRARY

(A private company limited by guarantee)

**Report of the Trustees and unaudited financial statements for the
year ended 31st March 2021**

Registered Charity Number 1148062

Registered Company Number 07972739

Haddenham Community Library (HCL)

Trustees Annual Report

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Report of the Trustees

The Trustees of Haddenham Community Library (HCL) present their annual report and accounts for the year ended 31st March 2021 and confirm that they comply with the requirements of HCL's Articles of Association and the Charities SORP 2015 (FRSSE).

Background

HCL was set up by the community in Haddenham in 2012 to take over the running of the village library which was facing the possibility of closure as part of local government cutbacks. Agreement was reached with Buckinghamshire County Council (BCC) (Buckinghamshire Council (BC) from 1st April 2020) to lease the library premises for a period of 25 years. A second resource grant agreement guaranteed a certain amount of grant and other income from BCC for an initial period of 5 years. HCL would also benefit from continued access to the county's book stock and the centralised library management computer system. Two members of staff (reduced to one from the beginning of 2019) would be employed by BCC but permanently seconded to and funded by HCL.

HCL was required to find additional funding to ensure all the running costs of the library could be met. This was in part to be mitigated by the recruitment of a team of volunteers to assist the professional librarian. Having volunteers ensured money was saved in respect of additional staff salaries and overhead administrative costs.

HCL took over the running of the library in November 2012 and subsequently took on full responsibility for financial management from 1st April 2013.

Objectives and activities

HCL's objects as set out in 2012 in its Articles of Association are as follows:

- (1) To advance education by the provision of a library facility and other educational and community resources for the benefit of the residents of Haddenham and its surrounding areas.
- (2) To provide community facilities for use by the inhabitants of Haddenham and its surrounding areas including use for meetings, lectures and classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.

These objects have since been augmented by HCL's Mission Statement which is now as follows:

"To provide an accessible, welcoming, family-friendly and vibrant modern library fit for the 21st century."

HCL recognises that the traditional role of libraries has changed in recent years and that the introduction of community libraries is a reflection of this evolutionary process. Whilst retaining the basic function of a library, HCL has worked steadily to develop and broaden its range of services and activities.

Achievements and performance

The difficulties of dealing with the consequences of Covid-19 have continued to dominate HCL's business and library activities over the past year. After various lockdowns towards the end of 2020 and in the early part of 2021 during which time the library was closed, an easing of the situation meant the library could be reopened on a limited basis from the middle of April for the borrowing and returning of books only. Further lifting of restrictions allowed the Trustees to plan for the return of furniture from storage during August. A restoration to normal opening days, albeit with slightly shorter hours, was scheduled for the beginning of September and marked by Grand Opening Event to celebrate the occasion.

The library also opened up again to community groups who wished to resume hiring the library for out of opening hours activities subject to observing appropriate Covid-19 protocols. The Trustees are happy to say that a number of HCL's previous customers have now returned.

During this period of a gradual return to a "new normal" the incumbent Library Manager decided to resign and left at the end of August. The Trustees are currently occupied in exploring different options for engaging a replacement.

After a review in the spring of 2021, the Trustees resolved to postpone progressing the plans to build the extension for a customer toilet and more storage space until 2022. By then it is expected to be easier to evaluate the impact of Covid-19 on HCL's future shape as a business and hopefully plan more effectively for a post Covid-19 operating environment.

In another difficult year, the Trustees are pleased to report that real progress has been achieved in restoring HCL's activities on to a sounder footing than in 2020 and again wish to express their gratitude to BC staff, volunteers and patrons of the library for their continuing support.

Financial review

Although income from normal charitable and trading activities was significantly diminished compared to the previous year due to extended periods of lockdown, the generous Covid-19 related grant support available to HCL from the Council allowed the business to end the 2020/21 financial year in a relatively strong financial position with a notably improved net income situation and a resulting increase in financial reserves. This enables the Trustees to face the still uncertain future with a measure of additional confidence and to contemplate the spending of some of these reserves on improvements to the library's physical infrastructure.

Risks

The key risk to the business still concerns the difficulties arising from Covid-19 and their impact on HCL's longer term financial future. Whilst the current situation is probably a little more promising than would have been expected this time last year, the Trustees nevertheless have to focus on ensuring a degree of security for the business beyond the run of the current Resource Grant Agreement between HCL and BC. Maintaining a good working relationship with BC is a vital part of any strategy to decrease the risk to the future of HCL's business.

The Trustees are very conscious of HCL's reliance on the volunteers without whose continuing and willing support the business would face great difficulties. It is essential that the risk of losing volunteers

is minimised by ensuring that they enjoy the work they are doing and are willing and able to carry on doing so well.

Future plans

Despite an unpredictable future, the trustees remain optimistic and still plan for the enhancement of the library's facilities, the development of a friends of the library organisation and the process of re-establishing and enhancing library services so that it remains a key community "hub".

Structure, governance and management

HCL is a charitable company limited by guarantee which was incorporated on 1st March 2012 and registered as a charity on 11th July 2012. The company was established under a Memorandum of Association and is governed under its Articles of Association which establish the objects and powers of the charitable company. The Directors of the company are also the Trustees of the charity. At the time of writing the six existing Directors are the only members of the company. In the event of the company being wound up the liability of the members is limited to a sum not exceeding £1 each.

Steve Sharp resigned from the board in the middle of 2021 after some ten years of involvement with HCL much of which as Chair of the Board of Trustees. On behalf of all concerned with the library including its customers, the Trustees would like to express their thanks to Steve for his invaluable service.

In accordance with the requirements of the Articles of Association two of the Director/Trustees, Mrs. H. Vickers and Mrs. A. Dauterman resigned at the Company's AGM on 25th November 2021 and were duly re-elected for a further term of office.

All Director/Trustees give their time voluntarily and receive no benefits from the charity outside of those generally available to all beneficiaries i.e. the provision of a library service in the community.

Reference and administrative Information

Charity name: Haddenham Community Library

Charity Registration Number: 1148062

Company Registration Number: 07972739

Registered Office and
operational address: Haddenham Library
Banks Park
Banks Road
Haddenham
Aylesbury
Buckinghamshire
HP17 8EE

Board of Director/Trustees:

Mrs. S. Toner	Chair
Ms. R. Cook	
Mrs. A. Dauterman	
Mr. P. Mason	
Mr. T. Mozley	Treasurer
Mrs. H. Vickers	

Bankers:	National Westminster Bank 3 Cornmarket Thame Oxfordshire OX9 3YS
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Independent Examiner:	Mr. F.W. Johnston BA FCA
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Exemptions from disclosure

There are no exemptions from disclosure.

Funds held as custodian trustee on behalf of others

There are no funds held as custodian trustee.

Independent Examiner's report to the trustees of Haddenham Community Library ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

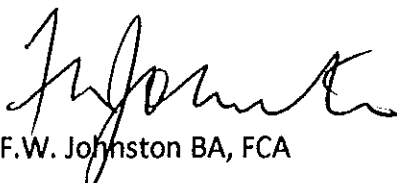
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts did not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

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.



F.W. Johnston BA, FCA

25th NOVEMBER 2021

HADDENHAM COMMUNITY LIBRARY
Statement of Financial Activities

For the year ended 31st March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income and endowments from:					
Donations and legacies	3	71,842	2,270	74,112	33,777
Charitable activities	4	178	0	178	7,525
Other trading activities	5	765	0	765	8,387
Investment income	6	62	0	62	90
Total		72,847	2,270	75,117	49,779
Expenditure on:					
	7				
Raising funds		0	0	0	898
Charitable activities – library services		34,000	0	34,000	39,739
Total expenditure		34,000	0	34,000	40,637
Net Income/(expenditure) for the year		38,847	2,270	41,117	9,142
Total funds brought forward		95,702	0	95,702	86,560
Total funds carried forward		134,549	2,270	136,819	95,702

HADDENHAM COMMUNITY LIBRARY

Balance Sheet

At 31st March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Fixed assets:					
Tangible assets	10	23,570	0	23,570	28,238
Current assets:					
Stocks		932	0	932	932
Debtors	11	23	0	23	5,122
Cash at bank and in hand		110,300	2,270	112,570	62,012
		111,255	2,270	113,525	68,066
Creditors					
Amounts falling due within one year	12	(276)	0	(276)	(602)
Net current assets		110,979	2,270	113,249	67,464
Total assets less current liabilities		134,549	2,270	136,819	95,702
Net assets				136,819	95,702
Funds					
	13				
Unrestricted funds				134,549	95,702
Restricted funds				2,270	-
Total funds				136,819	95,702

Balance Sheet – continued

At 31st March 2021

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- (a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 25th November 2021 and were signed on its behalf by:

Susan Toner

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Susan Toner - Chair

25/11/21

Notes to the Financial Statements

For the year ended 31st March 2021

1 General Information

Haddenham Community Library is a charity limited by guarantee and incorporated in England and Wales. The address of the charity's registered office is Haddenham Library, Banks Park, Banks Road Haddenham, Aylesbury, Bucks, HP17 8EE. The registered number is 07972739.

2 Accounting policies

Basis of preparing financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015)", Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective September 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture	straight line basis over 5 years
Fixtures and fittings	straight line basis over 10 years
Computers and electronic equipment	straight line basis over 3 years

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Assets are capitalised by the charity if they can be used for more than one year and are of significant value given the size of the business, i.e. cost more than £250.

Stocks

These are valued at the lower of cost or market value.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity received £2270 in restricted income during the current year as a once off grant from the National Lottery for the purpose of refurbishing toilet facilities. The work is scheduled to be carried out in early 2022. There was no restricted income in the previous year.

3 Donations and legacies

	2021 £	2020 £
Grants	68,419	24,505
Other donations	5,693	9,272
Total	<u>74,112</u>	<u>33,777</u>

Grants received during 2020/21 and 2019/20 were provided by Buckinghamshire Council (BC) and additionally by Haddenham Parish Council.

4 Charitable Activities

	2021 £	2020 £
Room hire fees	-	4,566
Library fees	178	2,959
Total	<u>178</u>	<u>7,525</u>

5 Other trading activities

	2021	2020
	£	£
Rental income	-	5,396
Fundraising events & activities	711	394
Sale of old stock & donated items	13	425
Sale of greeting cards	-	1,049
Sale of reading glasses	-	147
Profit on sale of fixed assets	-	663
Miscellaneous	41	313
Total	<u>765</u>	<u>8,387</u>

6 Investment income

	2021	2020
	£	£
Deposit account interest	<u>62</u>	<u>90</u>

7 Expenditure

	2021	2020
	£	£
Raising funds		
Purchase of greetings cards	-	357
Purchase of reading glasses	-	541
Total	-	<u>898</u>
Charitable activities		
Salaries	19,506	23,000
Books	870	534
Cleaning	1,140	2,565
Electricity	1,624	3,267
Event & activity costs	-	336
Furniture/equipment	217	306
Insurance	306	613
Newspapers/magazines	-	1,250
Photocopier	64	123
Printing/stationery	350	287
Tel/ICT/TV/WiFi	1,141	1,093
Depreciation	4,668	4,668
Covid-19 costs	2,590	-
Other	1,471	1,644
Governance costs	53	53
Total	<u>34,000</u>	<u>39,739</u>

8 Trustees' remuneration and benefits

There were no Trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

There were no Trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

9 Staff costs

A Library Manager employed by Buckinghamshire Council (BC) is seconded to Haddenham Community Library, for which the charity paid a contribution of £19,506.

10 Tangible fixed assets

Furniture, fixtures, fittings and equipment.

	£
Cost	
At 1 st April 2020	47,019
Additions	-
Disposals	-
At 31 st March 2021	47,019
Depreciation	
At 1 st April 2020	18,781
Charge for year	4,668
On disposals	-
At 31 st March 2021	23,449
Net book value	
At 31 st March 2020	28,238
At 31 st March 2021	23,570

11 Debtors: amounts falling due within one year

	2021	2020
	£	£
Trade debtors	23	5,122

12 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors and accruals	276	602

13 Movement in funds

	2020 £	Net movement in funds £	2021 £
Unrestricted funds	95,702	38,847	134,549
Restricted Funds	-	2,270	2,270
Total funds	<u>95,702</u>	<u>41,117</u>	<u>136,819</u>

Movement in funds included in the above are as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	72,847	(34,000)	38,847
Restricted funds	2,270	0	2,270
Total funds	<u>75,117</u>	<u>(34,000)</u>	<u>41,117</u>

Comparatives for movement of funds as follows:

	2019 £	Net movement in funds £	2020 £
Unrestricted funds	86,560	9,142	95,702
Total funds	<u>86,560</u>	<u>9,142</u>	<u>95,702</u>

Comparative net movement in funds included in the above as follows:

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds	49,779	(40,637)	9,142
Total funds	<u>49,779</u>	<u>(40,637)</u>	<u>9,142</u>

14 Related party disclosures

There were no related party transactions in the current or comparative year.

15 Ultimate controlling party

The Charity was controlled throughout the year by The Board of Trustees.