



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

| Contents | Page |
|-----------------------------------|-------------|
| Report of the Trustees | 2 |
| Independent Examiner's Report | 6 |
| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Notes to the Financial Statements | 10 |

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 County staff have now been replaced by contract managers on a job share basis.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, appearing to read 'Lorna Watson', written over a dotted 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 1st 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 1st 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.