

# **Berkeley Books**

**Company Registration No 07840781**

**Registered Charity No 1149718**

## **Annual Report and Summary Accounts**

**31 March 2025**

## **ANNUAL REPORT FOR THE YESR ENDED 31 March 2025**

Berkeley Books was established in November 2011 when it took over the County run library as a Community Library. The number of activities carried out has been steadily increased since then with much greater involvement from the community. The building inherited from the County was a poor-quality wooden structure giving unpleasant environmental conditions for the occupants whilst have high energy costs. It was clear that this building needed to be replaced and the trustees decided that the best option was to build the new one in two phases, the first behind the existing one to enable services to be maintained and the second on the footprint of the old one.

An architect was employed to draw up the design and this was estimated to cost £250k in 2015, so the trustees worked to raise this money and managed to obtain a total of £500k by the end of 2023. However, by this time the building costs for phase 1 were estimated to be around £400k, so the expectation was that there would be some funds left over for phase 2 after phase 1 was built.

The architect was re-employed to do the detailed design and draw up the invitations to tender. Three construction companies tendered, but the cheapest came in at £660k, negotiated down to £600k

As all of the grants were time limited there was little choice but to proceed, so the Talus Construction were engaged and they started work in September 2024. Unfortunately, the treasurer died just before the first invoice was due at the end of October and the bank froze the account. It took until the end of December before access to the bank account could be regained and Talus paid for the work done. We were fortunate to have such a good relationship with Talus, for them to show such forbearance. The cost of the construction work is a significant element of the accounts for 2024/25, well in excess of the normal turnover of the charity and this will be the case next year.

### **Management of the Charity**

The charity is managed by trustees, currently six including a local District Councillor. The trustees meet regularly to set the policies and governance for the charity. The day-to-day work is done by a paid manager assisted by volunteers who arrange to hire out the facilities and carry out low level fund raising. The Manager holds regular meetings with the volunteers to keep them informed and to receive feedback from them. The range of activities offered to the community are continuously being extended and these will be vastly extended when the new building is available.

The activities currently being offered include Gardening Club, History Society, Crochet Club, Art Group, Craft Group, Poetry and Book Clubs. In addition, the NHS have used the facility for health checks and vaccinations, there is a book prescription service and a summer reading challenge for school children. All this is as well as a library service for two and a half days a week.

### **Financials**

The financial report for this year shows the high cost of constructing the new building, identified as project cost on the Income & Expenditure Account, as well as the normal revenue costs for running the existing facility. This will also be the case for 2025/26 where the final expenditure for the new build will take place, before returning a normal operational budget in the following years. The charity continues to be a self-sustaining organisation through its own fund-raising activities and a grant from Gloucestershire County Council to help support the library service. Some of the income is from hiring out the building and this is

expected to increase when the new modern, well equipped new building is available with a far better environment.

## **Summary**

The trustees have had a busy and challenging year having to deal with a multitude of issues resulting from the management of a significant construction project. However, the new building is coming to fruition and it is expected to provide Berkeley and the surrounding settlements with a first-class facility for the local residents.

# Berkeley Books

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## **BALANCE SHEET AS AT 31 MARCH 2025**

	Note	2024/25		2023/24	
		£	£	£	£
<b><u>FIXED ASSETS</u></b>					
Land & Buildings		314,131		16,185	
Plant & Machinery		297		594	
		<b>314,428</b>		<b>16,778</b>	
<b><u>CURRENT ASSETS</u></b>					
Stocks		3,000		3,000	
Prepayments		0		0	
Debtors		0		500	
Cash at bank		272,565		167,766	
		<b>275,565</b>		<b>171,266</b>	
<b><u>CREDITORS</u></b>					
Retentions due within one year		-13,619		0	
Amounts falling due within one year		0		-142	
		<b>-13,619</b>		<b>-142</b>	
NET CURRENT ASSETS		<b>261,946</b>		<b>171,124</b>	
<b>NET ASSETS</b>		<b>576,374</b>		<b>187,902</b>	
<b><u>CHARITY FUNDS</u></b>					
Project Funds		405,516		0	
Revenue Funds		170,858		187,902	
		<b>576,374</b>		<b>187,902</b>	

The director is satisfied that the company is entitled to exemption from the requirements to obtain an audit under section 477 of the Companies act 2006. The member has not required the company to obtain an audit in accordance with section 476 of the Act.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

## Income & expenditure account for the year ended 31/03/25

	Project Funds 2024/25	Revenue Funds 2024/25	Total Funds 2024/25	Total funds 2023/24
	£	£	£	£
<b>INCOME</b>				
<b>Sales</b>	<b>0</b>	<b>2,990</b>	<b>2,990</b>	<b>3,099</b>
<b>Cost of sales</b>				
Purchases	0	967	967	1,301
Decrease/increase in stock	0	0	0	200
<b>Subtotal Cost of sales</b>	<b>0</b>	<b>967</b>	<b>967</b>	<b>1,501</b>
<b>GROSS PROFIT</b>	<b>0</b>	<b>2,022</b>	<b>2,022</b>	<b>1,598</b>
<b>Other operating income</b>				
Grants	399,985	12,000	411,985	30,299
Donations		300	300	6,546
Other income		1,260	1,260	1,330
Bank interest	5,532	0	5,532	5,977
<b>Subtotal other operating income</b>	<b>405,516</b>	<b>13,560</b>	<b>419,076</b>	<b>44,152</b>
Wages & salaries		10,734	10,734	9,751
Staff training & welfare		0	0	304
Rates		500	500	126
Lighting ,heating & water		1,891	1,891	3,058
Cleaning		0	0	263
Telephone, broadband & alarm		241	241	490
Stationery & printing		321	321	431
Bank charges & interest		0	0	96
Admin/Licences/Fees		643	643	0
Insurance		1,162	1,162	1,029
Software & IT		988	988	125
Repairs & maintenance		208	208	4,558
Depreciation		297	297	297
Accountancy fees		1,080	1,080	1,020
Fundraising fees		14,350	14,350	12,100
Other fees & licences		213	213	83
<b>Total other costs</b>	<b>0</b>	<b>32,627</b>	<b>32,627</b>	<b>33,731</b>
<b>NET PROFIT</b>	<b>405,516</b>	<b>-17,044</b>	<b>388,472</b>	<b>12,019</b>

## Fixed Assets Analysis at 31/03/25

TANGIBLE FIXED ASSETS	Land & Buildings £	Plant & Machinery £	Total £
<b>COST</b>			
At 01/04/24	16,185	8,884	25,068
Additions	297,947	0	297,947
Disposals			0
<b>At 31/03/24</b>	<b>314,131</b>	<b>8,884</b>	<b>323,015</b>
<b>DEPRECIATION</b>			
At 01/04/24	0	8,290	8,290
Charge for the year		297	297
<b>At 31/03/25</b>	<b>0</b>	<b>8,587</b>	<b>8,587</b>
<b>NET BOOK VALUE</b>			
<b>At 01/04/24</b>	<b>16,185</b>	<b>594</b>	<b>16,778</b>
<b>At 31/03/25</b>	<b>314,131</b>	<b>297</b>	<b>314,428</b>

## Notes to the Accounts for the year ended 31/03/25

### 1 Accounting Policies

#### *Basis of Preparation*

The accounts have been prepared under the historical cost convention and in accordance with FRS102. The Financial Reporting Standard applicable in the UK and Republic of Ireland.

#### *Tangible Fixed Assets*

These are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life, as follows:

Equipment - 25% straight line

Buildings - 1.5% straight line

#### *Stocks*

Stocks are measured at the lower of cost and estimated selling price less cost to complete and sell.

#### *Debtors*

Short term debtors are measure at transation price (which is ususally the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are intially rcognised at transaction price.

#### *Creditors*

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

### 2 Employees

	2024/25	2023/24
Average numbers of persons employed by the company	1	1

### 3 Tangible Fixed assets

See page 3

### 4 Debtors

	2024/25	2023/24
	£	£
Other debtors	0	500

### 5 Creditors

	2024/25	2023/24
	£	£
Other creditors	0	142



**Section A**

**Independent Examiner's Report**

Report to the trustees/  
members of

**Berkeley Books**

On accounts for the year  
ended

31/03/25

Charity no  
(if any)

1149718

Set out on pages

1 to 4 attached to this report

*(numbers do include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:

*KE Johnson*

Date:

09/07/25

Name:

Katie Elizabeth Johnson

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

n/a

Address:

6 Orchard Close, Middleyard, Kings Stanley, Glos, GL10 3QA



**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

n/a



