

Friends of Bungay Community Library
Annual Report of the Trustees April 2023

This annual general meeting has been called earlier than in previous years in order to align this meeting a little more closely to the end of our financial year. Therefore, in this report I am looking back on only the last seven months.

At our last AGM we were still feeling the impact of the restrictions of the pandemic which had limited the range of activities which could be offered. I am delighted to say that in most ways the Library has returned to 'normal' but we now recognise that this really has become a rather different 'new normal'.

In these challenging times so many people have come to discover the Library as a place where they can find a warm space, a hot drink, practical support, a chance to talk about the things on their minds and experience invaluable companionship – not to mention informed advice and essential up to date information on all measure of issues. All this in addition to the joy of books and reading!

The Friends are immensely proud to play a part in the excellent work of the Library and it is good to know that the local community value it every bit as highly as we do.

In summary, below are the main ways in which the Friends have been supporting the Library.

- We have given financial support to help to resource the Warm Rooms offer and have helped to purchase items for hygiene packs, menstrual products and basic food packs. Other donations have come from Morrisons Supermarket, The Co-Op, Bungay Lions, Owles Architects, East Suffolk Communities Fund and District Councillor Judy Cloke as well as several anonymous donors.
- Our biggest expense this year has been completely refurbishing and replanting our lovely courtyard garden. We were rather shocked to discover the extent of the work needed and the extra demands on our funds. However, our landscape gardening firm have done a fabulous job working closely with us to deliver our ideas and wish lists. The work is nearly complete and we encourage all visitors to take a moment to enjoy the beautiful calm space this provides.
- With the generous financial support of Bungay Lions we have continued to make a commitment to Maxine's excellent work with five local schools. Book boxes, library cards and storytelling sessions have encouraged children to explore and enjoy reading. We know that the schools and many families really value the way Maxine has enthused children with an enjoyment of stories and books.
- The 2022 Children's Summer Reading Challenge in August was a great success with The Friends providing volunteer cover throughout the summer holidays. Plans for this year's Challenge are already being made and it promises to be equally popular but as always will rely on the ongoing support of our team of volunteers.
- The range and number of children's craft activities has continued to increase under the enthusiastic direction of Laura and Maxine. There are a good number of children who look forward to taking part in the creative activities and also enjoy the Lego challenges. We have been very happy to support the purchase of materials for these sessions as and when needed.
- Other new activities include Stay & Play on Tuesday mornings for under school age children and their grown-ups. After School Club on Thursdays is a popular

event with up to sixteen children coming along and enjoying refreshments and games.

- We continue to provide funding for a number of 'extras' including daily newspapers, equipment for Scrabble and Cribbage clubs and we have purchased still more jigsaws for the ever popular jigsaw table.
- It is a pleasure to be able to report that our volunteers have restarted the Home Library service, taking books to local care homes and to people in their own homes.
- We enjoyed providing support and refreshments for Bungay Open Gardens last summer and are extremely grateful for their donation of £424 to the Friends of the Library. We are always very grateful to our fantastic team of cake bakers and volunteers who helped us provide very popular teas. We are looking forward to this year's event in June and will once again be recruiting helpers.
- Once again, in November, Luke Wright very generously dedicated a fund raising performance at the Fisher Theatre for both the library and the theatre. As always Luke, and fellow poet John Osborne, gave an entertaining and thought provoking evening. We are enormously grateful for his support for the library in this way and were delighted to receive £770 for our funds as a result.
- As always, The Friends are closely involved with working in partnership with Suffolk Libraries – the charity which has done such an excellent job in providing Library facilities across Suffolk for the last 10 years. At this time of restricted funding we are very conscious of the need to constantly remind people that they need the on-going support of the community as a whole.

Our biggest challenge now remains the replacement of the entrance foyer to the library. Our existing lobby is in an extremely poor state of repair and we have exciting plans to not only replace but to extend it to create a much more accessible entrance with better display, seating and storage options. We have worked with architects on the plans and are now setting to work on securing the estimated £130,000 we will need to carry out the work. Support from Friends and the wider community will be an essential part of our applications to a number of funding agencies.

Once again we are enormously grateful to Amanda, Maxine and the rest of the staff team for their hard work and commitment to creating the warm and welcoming environment which so many members of the Bungay community value.

Christine Douglas

Chair of Trustees of the Friends of Bungay Community Library

March 2023

REGISTERED COMPANY NUMBER: CE000346 (England and Wales)
REGISTERED CHARITY NUMBER: 1151649

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2022

FOR

FRIENDS OF BUNGAY COMMUNITY LIBRARY



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FRIENDS OF BUNGAY COMMUNITY LIBRARY
CHARITY NUMBER 1151649**

FOR THE YEAR ENDED 30 SEPTEMBER 2022

We report on the accounts of the Friends of Bungay Community Library for the year to 30 September 2022, which are set out on pages 2 and 3.

Respective responsibilities of Friends and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those set out in the statement below.

Independent examiner's statement

In connection with our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirements:

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

We 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.



J van Dijk FMAAT
van Dijk Accountants
11 Trinity Street
Bungay
Suffolk NR35 1EH

Date: 25-Nov-22

FRIENDS OF BUNGAY COMMUNITY LIBRARY
CHARITY NUMBER 1151649

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022	2021
	£	£
UNRESTRICTED FUND		
RECEIPTS		
Sales	6,146	3,109
Fundraising	1,615	1,909
Misc	5	5
Interest	1	10
Grants	400	605
Donations	-	530
TOTAL RECEIPTS	<u>8,167</u>	<u>6,168</u>
PAYMENTS		
Purchases	2,424	1,289
Repairs and renewals	1,499	608
Event costs	816	87
Commission paid	-	-
Staff	-	-
Post and stationery	46	109
Donations	-	-
Accountancy	180	180
General expenses	773	261
TOTAL PAYMENTS	<u>5,738</u>	<u>2,535</u>
RECEIPTS LESS PAYMENTS	2,429	3,633
Bank balance and cash in hand at 1 October 2021	23,707	20,074
Bank balance and cash in hand at 30 September 2022	<u><u>26,136</u></u>	<u><u>23,707</u></u>

FRIENDS OF BUNGAY COMMUNITY LIBRARY
CHARITY NUMBER 1151649

STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022 £	2021 £
MONETARY ASSETS		
Lloyds Treasurers Account	15,931	13,528
Savings Account	10,000	10,000
Cash in hand	205	179
	<u>26,136</u>	<u>23,707</u>

The financial statements were approved by the trustees and signed on its behalf by:



Chairperson - C Douglas

Date: 14-12-2022