

# **Derwent Valley BRIDGE**

## **Community Library and Resource Centre**

(A Charitable Incorporated Organisation)  
(Charity Registration Number 1152276)

### **Trustees' Annual Report & Financial Statements** **for the year ended**

**31 March 2022**

*Tracy Bramley ACMA, CGMA*  
*Charity Accounts Preparation &*  
*Independent Examination*

# Trustees' Annual Report

From: 01 April 2021

## Derwent Valley BRIDGE

1 March 2022

### Reference and Address

## Community Library and Resource Centre

Charity name

Derwent Valley Bridge Community Library and Resource Centre

Other names the charity is known as

(A Charitable Incorporated Organisation)  
(Charity Registration Number 1152276)

Registered Charity number

1152276

Charity's principal address &

3 Pickering Road

Registered Office

West Yorkshire

Derby

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Published: 10/12/2021

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Laurel Anstey

Chair

Oliver Parker

Vice Chair

Anna O'Connell

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Helen Dwyer

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Colin Dwyer

John Foran

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Charitable Incorporated Organisation

Registered office

October 2020

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Appointments of trustees

The number of trustees must not fall below three or exceed twelve. If an officer of the charity is a trustee for the whole year, they can stand for re-election if they so wish.

### Object and activities

Summary of the objects of the charity will be in its governing document

Provision of a community library, information service and IT resources as part of a multi-agency facility within the Derwent Valley. We provide opportunities for volunteering, in school and out of school, activities for children and the family/children, a local history/history museum, talks and events of literary and local interest, a craft group and meeting rooms for the local community.

# Trustees' Annual Report

From: 01 April 2021

To: 31 March 2022

## Reference and Administration details

**Charity name** Derwent Valley Bridge Community Library and Resource Centre  
**Other names the charity is known by** -  
**Registered Charity number** 1152276  
**Charity's principal address & Registered Office** 3 Pickering Road  
West Ayton  
North Yorkshire  
**Postcode** YO13 9JE

## Names of the charity trustees (who are also the members) who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Laurel Armitage	Chair		
Clive Proctor	Vice Chair		
Anita Cassedy			
David Knowleden			
Margaret Barker			
Helen Evans			
Cllr David Jeffels			
John Fortnum			

## Names of any custodian trustees

Dates acted if not for whole year

None

## Structure, governance and management

### Description of the charity's trusts

**Governing Document** CIO - Association  
**How the charity is constituted** Charitable Incorporated Organisation  
**Registration date** 04 June 2013

### Appointment of trustees

The number of trustees must not fall below three or exceed twelve. At every AGM one third of the board of trustees retire but they can stand for re-election if they so wish.

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

Provision of a community library, information service and IT resources as part of a multiservice facility within the Derwent Valley. We provide opportunities for volunteering, an adult readers book club, activities for children and their families/carers, a local history/family history resource, talks and events of literary and local interest, a craft group and meeting rooms for the local community.

### **Summary of the main activities undertaken for the public benefit in relation to these objects**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of books, story tapes, talking books and DVDs. In addition, we provide access to computers, the internet and printers/photocopiers. There is also the availability of information on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, child care, voluntary groups and area transport.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## **Achievements and performance**

### **Summary of the main achievements of the charity during the year**

#### **Chair's Report**

Following the post –Christmas2020 lockdown , Derwent Valley Bridge Community Library opened for Select & collect in March 2021 and for browsing from April 2021 for four hours a day for two days a week. From 20th May we added Saturday mornings and from July we added a further day. It wasn't until January 2022 that we returned to our usual opening hours apart from Tuesday evenings due to lack of volunteer cover. However our delivery service to our Home Library customers was maintained all year.

When we first re-opened only around half of our volunteers returned and by the end of the year a number had still not returned and we were finding it difficult to cover opening hours without some volunteers working extra hours. We managed to recruit a few new volunteers and hope to continue to do so.

Our Baby Booktime sessions started in a limited way in October 2021 but our Storytime, Talks Programme, Book Club and Knit & Stitch have still not restarted.

Although schoolchildren were unable to visit the library we arranged 'virtual' library visits to two local schools. We also organised outdoor activities for children with a Halloween trail and an Easter Bear Hunt. Our Pat Almond event was held with limited numbers and the talk from The Yorkshire Shepherdess was well received. The only fundraising event we were able to hold was our Christmas raffle.

During the year we received a large amount of new stock which was welcomed by our readers, but we had to remove a lot of our older books from the shelves for disposal.

We were fortunate enough to be given some funding by the disbanded Friends of Scarborough Library which enabled us to purchase new easy-clean furniture for the children's library and we have now also provided the main library with easy-clean furniture. A hearing loop system has been installed and we shall attempt to keep everyone safe with our hygiene and cleaning procedures.

We hope for a better year 2022-23!

## **Financial Review**

The results for the period ending 31st March 2022 show final balances of £16,357 unrestricted free reserves and £2,262 designated reserves. The latter reflecting the Pat Almond Memorial Fund.

A transfer in year was made from restricted to unrestricted funds which represented a balance of funding from various sources since the inception of the library that were unused as the grants exceeded the actual cost. None of these were subject to repayment so as such the funds needed to be transferred to where they would be used - in the unrestricted funds. All trustees present at the November 2021 board meeting agreed to the transfer.

#### **Reserves Policy**

In financial terms, the CIO holds unrestricted reserves of over a full year budgeted operating costs.

#### **Funds materially in deficit**

None

#### **Going concern**

The trustees are confident that the charity can meet its financial obligations over the forthcoming year.

### Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

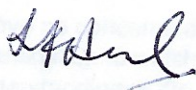
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees



Name Laurel Armitage

Position Chair

Date 14. 9. 22

# Independent Examiner's Report

## Independent examiner's report to the trustees of Derwent Valley Bridge Community Library and Resource Centre

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022 which are set out on pages 5 to 7.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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

Tracy Bramley



Date: 26/9/22

Tracy Bramley ACMA, CGMA  
Orchard House Accounting  
Orchard House  
72 Low Moorgate  
Rillington  
Malton  
YO17 8JW

# Derwent Valley BRIDGE

(A Charitable Incorporated Organisation)

(Charity Registration Number 1152276)

Receipts and Payments Accounts for the year ending:

31 March 2022

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	Total 2022 £	Total 2021 £
<b>Receipts</b>						
Friends of the Library				27	27	-
Donations	2			465	465	351
Fundraising				117	117	-
Book sales				316	316	-
Book club				201	201	-
Pat Almond Memorial			1,332		1,332	100
Grants	3	270		500	770	1,900
Room hire					-	64
Baby book time				64	64	-
Knit & Stitch group/Harrogate Show		1,050			1,050	-
Fines				570	570	79
All other services				121	121	309
Sundry (insurance claim)				1,563	1,563	
sub-total		1,320	1,332	3,944	6,596	2,803
<b>Other income</b>						
Coronavirus Retail, Hospitality & Leisure Grant					-	10,000
<b>Total receipts</b>		<b>1,320</b>	<b>1,332</b>	<b>3,944</b>	<b>6,596</b>	<b>12,803</b>
<b>Payments</b>						
Electricity & gas				1,273	1,273	1,306
Rates & water				127	127	138
Phone calls & rental				1,086	1,086	868
Repairs, maintenance & garden				621	621	305
Grant funded purchases - COVID costs					-	1,714
Insurance				813	813	1,211
Pat Almond Memorial Lecture			1,380		1,380	-
Children's activities				182	182	-
Stationery & office equipment				221	221	131
Licences & fees			20		20	129
Sundry expenses				45	45	197
Knit & Stitch group/Harrogate Show		1,050			1,050	-
Admin & AGM fees				571	571	794
Independent Examination				325	325	425
Equipment		270		523	793	-
Galvanised railings				1,230	1,230	-
<b>Total payments</b>		<b>1,320</b>	<b>1,400</b>	<b>7,017</b>	<b>9,737</b>	<b>7,218</b>
<b>Net of receipts/(payments)</b>		<b>-</b>	<b>(68)</b>	<b>(3,073)</b>	<b>(3,141)</b>	<b>5,585</b>
Transfers between funds		(958)	-	958	-	-
Cash funds last year end		958	2,330	18,472	21,760	16,175
<b>Cash funds this year end</b>		<b>-</b>	<b>2,262</b>	<b>16,357</b>	<b>18,619</b>	<b>21,760</b>

# Derwent Valley BRIDGE

(A Charitable Incorporated Organisation)


(Charity Registration Number 1152276)

## Statement of Assets and Liabilities at:

31 March 2022

	Total 2022 £	Total 2021 £
<b>Cash funds</b>		
Cash at Bank and in Hand		
Current Account	18,608	21,692
Cash/cheque banking clearing post year end		50
Cash in hand (mixed coins held)	11	18
<b>Total cash funds</b>	<b>18,619</b>	<b>21,760</b>
<b>Represented by funds</b>		
Restricted funds	-	958
Designated funds	2,262	2,330
Unrestricted funds	16,357	18,472
	<b>18,619</b>	<b>21,760</b>
<b>Liabilities</b>		
Creditors Due Within One Year		
Statutory Accounts Preparation & Independent		
Examination Fee		375
Business Stream		13
Npower March		75
Corona March		66

These accounts were approved by the trustees on 14/9/22 and signed on their behalf by:

Signed   
Name Laurel Armitage  
Position Chair  
Date 14.9.22

# Derwent Valley BRIDGE

(A Charitable Incorporated Organisation)

(Charity Registration Number 1152276)

Notes to the accounts for the year ended:

31 March 2022

## 1 Basis of preparation

The trustees have taken advantage of the Charities Act 2011 and prepared the accounts on a receipts and payments basis, with all revenue and expenses shown on a cash basis.

## 2 Donations

	2022	2021
	£	£
Various donations and donations in kind.	<u>465</u>	<u>351</u>

## 3 Grants

	2022	2021
	£	£
Parish Councils	500	1,400
Scarborough Borough Council PPE		500
Friends of Scarborough Library	<u>270</u>	
	<u>770</u>	<u>1,900</u>

## 4 Restricted funds

Name of funder	b/f 1 April £	Receipts £	Payments £	Transfers £	c/f 31 March £
NYCC/SBC	958			(958)	-
Friends of Scarborough Library		270	270		-
Knit & Stitch group/Harrogate show		<u>1,050</u>	<u>1,050</u>		-
	<u>958</u>	<u>1,320</u>	<u>1,320</u>	<u>(958)</u>	-

## 5 Designated funds

These amounts relate to the Pat Almond Memorial.

## 6 Reserves Policy

The trustees have approved a reserves policy which supports the accumulation of unrestricted reserves to an amount that will enable the organisation to function for at least 12 months.

## 7 Guarantees to third parties

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

## 8 Trustees

No trustees received any remuneration for services rendered during the year, nor payment for trustee expenses (2021: Nil)