

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2021		31	March	2022

## Section A Reference and administration details

Charity name STRADBROKE COURTHOUSE AND LIBRARY TRUST

Other names charity is known by SCALT

Registered charity number (if any) 1152629

Charity's principal address  
 THE COURT HOUSE QUEEN STREET  
 STRADBROKE  
 EYE, SUFFOLK  
 Postcode IP21 5HG

### Names of the charity trustees 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)
1	MAUREEN JOHN	CHAIRMAN		
2	JAMES HARGRAVE	VICE-CHAIRMAN SECRETARY		
3	ALLAN HAMPSON	TREASURER		
4	TONI WISBEY			
5	ANNA CASTLETON			
6	LAURA CARR		JULY 2021 onwards	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	CHARITABLE INCOPRORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	1 APPOINTED BY SUFFOLK LIBRARIES, 1 APPOINTED BY STRADBROKE PARISH COUNCIL, UP TO 6 APPOINTED BY TRUSTEES

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

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

1.TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN STRADBROKE, SUFFOLK AND THE SURROUNDING AREA, IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF A LENDING LIBRARY;  
2.TO FURTHER OR BENEFIT THE RESIDENTS OF STRADBROKE, SUFFOLK AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

<p>RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.</p>
<p>The Trustees have had regard of the guidance issued by the Charity Commission on public benefit.</p> <p>By supporting the Library and running the Courthouse as a community asset the Trustees are ensuring the resources of the Charity are applied for public benefit.</p>

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Empty box for additional details
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**Summary of the main achievements of the charity during the year**

The Trustees continued the operation of the Courthouse building for public benefit under the terms of 25 year repairing lease on the Courthouse building (with the exception of the library space) from Suffolk County Council. The lease is on a peppercorn rent.

The Trustees usually use the Courthouse room in a number of ways:

- Community Café open regularly for two days a week
- Parish Council meetings monthly and ad-hoc council meetings
- Bookings for meetings and other activities
- Showing films, musicals and plays
- Book groups

These activities usually generate enough income to pay to maintain and operate the building and a surplus towards further development of the building.

The Upstairs Room in the courthouse is usually open for:

- Archive storage and viewing
- Meeting space

As a voting member of Suffolk's Libraries IPS Ltd the Vice-Chairman attended its AGM and too part in the election of its Directors.

These activities have begun to return to normal after the coronavirus pandemic restrictions eased.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The Trustees apply all reserves to ensure the maintenance of the Courthouse building and good operation of the library for the benefit of the public .

### Details of any funds materially in deficit

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

SCALT undertakes fundraising and receives grant funding and donations to support the development of the Courthouse building in Stradbroke as a Community hub and the running of the Library.

## Section F Other optional information

NONE

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MAUREEN JOHN	JAMES HARGRAVE
Position (eg Secretary, Chair, etc)	CHAIRMAN	VICE-CHAIRMAN AND SECRETARY
Date	22/1/2023	

## Receipts

Y/E 31/03/2022

### Fund Raising

Easter Hamper	£	164.00
Christmas Hamper	£	240.00
Sale of Books	£	164.50
Christmas Cards	£	731.40

£ 1,299.90

### Room Rental

	£	-
Parish Council	£	-
Orchid Fitness	£	-
Tiny Talk	£	-
Costal Leisure	£	-
Primary School	£	-

£ -

### Grant

MSDC (Courthouse)	£	6,500.00	£ 6,500.00
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### Donation

Friday Friends Club	£	143.45	
Rummikub	£	-	<u>£ 143.45</u>

### Café Takings

Sales of Drinks & food	£	5,411.59	<u>£ 5,411.59</u>
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### Sales of Goods

	£	-	
Bag of Coffee	£	13.00	£ 13.00

Total Receipts	<u>£</u>	<u>13,367.94</u>	<u>£ 13,367.94</u>
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Total Receipts	<u>£</u>	<u>13,367.94</u>	Opening Balance	£ 27,564.77
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Less Total Expenses	<u>£</u>	<u>6,115.90</u>	Closing Balance	£ 34,816.81
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Surplus/Defecit	<u>£</u>	<u>7,252.04</u>		<u>£ 7,252.04</u>
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SARA C/F	£	635.62
Total	<u>£</u>	<u>635.62</u>

Allan Hampson owed £67.23 for purchases for café but not refunded. Will claim in next Financial Year

I have checked the figures and found them to be correct  
Eileen Shefferson Eileen Shefferson

Stradbroke Courthouse & Library Trust Financial Statement for year ending 31st Mar 2022

Payments

Y/E 31/03/2022

Utilities

Rates	£	100.80	
Electric	£	2,156.20	
Water	£	83.18	<u>£ 2,340.18</u>

Insurance

Hiscox	£	1,048.14	<u>£ 1,048.14</u>
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SCALT Expenses

Gifts for Volunteers	£	70.00	
Cards(Tracks Publishing)	£	455.12	
Volunteers Christmas Bonus	£	211.40	
Christmas Bonus Cleaner	£	50.00	
Sundries	£	165.29	
Domaine Renewal	£	13.11	
Volunteers Party	£	137.00	<u>£ 1,101.92</u>

Café Expenses

Café Expenses	£	1,429.46	
Donation to Suffolk Libraries	£	150.00	
			<u>£ 1,579.46</u>

Property Maintenance

Various	£	46.20	
	£	-	<u>£ 46.20</u>

Total Expenses			<u>£ 6,115.90</u>
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James Hargreave Holding £100 of SCALT money for future purchase of Annual Drinks Licence