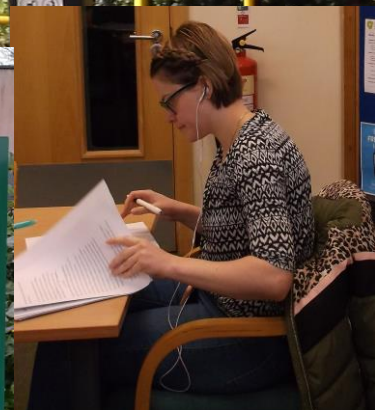


# *A year at Low Fell's Community Library*

## *Low Fell Library Association 2022 / 2023 Annual Report*



Low Fell Library, 710A Durham Road, Low Fell, Gateshead NE9 6HT  
[www.low-fell-library.org.uk](http://www.low-fell-library.org.uk) [facebook.com/LowFellLibrary](https://facebook.com/LowFellLibrary)  
Registered charity no. 1153726



## LOW FELL LIBRARY – ANNUAL REPORT 2022-2023

### Introduction from the Chair

Welcome to the tenth annual report from Low Fell Library Association, which is made up of the volunteers who keep Low Fell Library going.

2022/2023 has thankfully seen something of a return to normality for the library operations, though a number of pre-Covid user groups have not yet returned to make use of the library space. However, that has been countered by some new users of the library, of which more below.

The library has, like most organisations, been hit by the energy and cost of living crisis with gas and electricity bills, in particular, having a noticeable effect on the library finances over the winter of 2022/23. The library is now a designated Warm Space and provides a location for anyone needing this facility, in addition to the more usual book lending and computer use.

As ever, many thanks are due to all the volunteers and trustees who give so much time and energy to running the library and ensuring that residents in Low Fell and beyond have a thriving local community library.

Frank Hindle – Chair, Low Fell Library Association

### Some comments from our library customers:

It's great that the library is open for business!

Library customer

The children really enjoy the Rhyme Time sessions!

Library customers

We love coming to the library, there's a great children's area

### Low Fell Library Association

Low Fell Library Association is a Charitable Incorporated Organisation (charity registration number 1153726) and is made up from the volunteers who run Low Fell Community Library. We work with Gateshead Council and other organisations to deliver a community library service and to ensure that the library building and facilities continue to provide public benefit to the surrounding communities.

The formal statement of the Charity's objectives, as set out in our Constitution, is:

- To advance education by the provision of a library facility and service and other educational community resources and activities for Low Fell inhabitants and the surrounding areas.
- To further benefit the said inhabitants without distinction of sex, sexual orientation, race or of political, religious or any other opinions by associating together the said inhabitants 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 object of improving the conditions of life for the residents.

## Low Fell Library, 2022 / 2023

### Introduction

At the start of the 2022 / 2023 year, whilst Covid was still prevalent, restrictions had been lifted and the library was running its normal services for the community.

The number of Rhyme Time sessions was increased to take account of additional demand with extra sessions added on Monday and Friday mornings. Knit and Natter sessions have been continuing on a Wednesday morning, and in September 2022 the library began to host Citizen Advice outreach services, with drop in sessions on Tuesday afternoons and appointments for longer / more focused advice provided in the community room, initially on Friday afternoons, subsequently changing to a Thursday afternoon. As with similar provisions elsewhere in the Borough, these took a while to get going but have become more well used as people have become aware of this service and have started to make use of it.

Throughout the past year our library garden has been beautifully maintained by the volunteers from Low Fell Gardeners, and we thank them for their ongoing commitment.



Unfortunately, the library continued to suffer from its leaky roof over the course of 2022 / 23 with a sizeable gap to the glazing in the foyer creating particular problems and requiring the repurposing of the 'book decontamination bins' used during Covid, to catch the leaks! Leaks in the library itself were also an



ongoing problem which Gateshead Council finally managed to (largely) resolve in January / February 2023, with the removal of the skylights and resealing of the main roof, as well as repairing the foyer glazing. Unfortunately, this meant that the library had to close for a few weeks whilst this work was carried out. However, we are hopeful that the library will now be a 'dry' as well as a 'warm' space for its customers.

The library continues to act as a collection point for the Gateshead Food Bank and also provides facilities for the recycling of used printer ink cartridges and batteries. The receptacles for these are located in the main library (food bank, printer cartridges) and in the foyer (batteries).



### *Our customers' experience*

We get a lot of positive feedback from our customers and visitors but it is often difficult to capture comments that are made in the course of a conversation. However, we have a diverse range of customers, who come back to the library regularly.

Here are just a few examples:

- One customer comes in every week, not for books or IT, but for a cup of tea and a chat with the volunteer staff he now regards as friends.
- Customers who come in to enjoy a warm place and some time on the computers.
- Our Knit and Natter group who love our library and make us loads of knitted goods to sell at our Easter and Christmas fairs.
- Our Rhyme Time parents and children who come back week after week, enjoying not only Rhyme Time, but time in the library playing and chatting after the sessions.

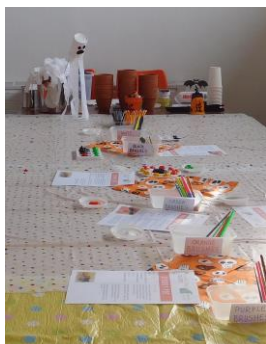
### *Events in the library in 2022 / 2023:*

In April 2022 we held the usual Easter coffee morning, which was well supported by stalls and 150 visitors.



Also in April 2022, Futureskills NE delivered two free courses: one gaining attendees a level 2 qualification in Customer Services with the other providing a level 3 qualification in Education & Training.

In May 2022, Artventurers ran a special, Queen's Jubilee half-term craft session for 3 to 8 year-olds. Artventurers returned to the library, along with The Kiln, to deliver a programme of summer activities – these ran between the end of July and the beginning of September 2022.



In August, the Dogs Trust held a free educational / fun workshop for children, on safe behaviour around dogs. A pre-school reading challenge for under four year-olds ran between mid-July and mid-September 2022.

As noted in the introduction, from September 2022, Citizens Advice has been using the library space on Tuesday afternoons as a drop-in for people wanting advice, with one to one sessions (when needed) held in the community room on Thursday afternoons. Information on the numbers using this service is included in the library data section, below.

In recognition of the late Queen Elizabeth's state funeral, the library was closed on the 19<sup>th</sup> September 2022.

A Macmillan coffee morning took place on 23<sup>rd</sup> September 2022.

In October 2022 there was a well-attended Halloween crafts session organised by local artist Gemma Lynas, from Calisto, for the children's autumn half-term.

A Christmas Fair with Santa and a number of stalls took place in December 2022, this was very well supported by the local community with 178 attendees, and it was great to see a lot of families and children in the library.





In September 2022 the library started providing a Warm Space for local people in need of this facility and as part of this, offered a range of free hot drinks to our customers from January 2023 through to April 2023.

Additionally, within the 2022 / 2023 annual report year, the 2023 Easter Fair was held in the library on 25<sup>th</sup> March 2023, as at Christmas this was really well attended, with 93 adults and 42 children present during the course of the Saturday morning.



The library was selected by Gateshead Council to act as a polling station for the May 2023 local elections, there will be more on this in the 2023 / 2024 annual report!

#### ***Other library facilities and services:***

- Photocopying was maintained except during our closure in February 2023.
- Faxing has been available throughout the year.
- Room hire of the community room has recommenced.
- Informal tables for meetings and tutoring are available.
- Newspapers – these were discontinued in March 2020 due to Covid-19 and have not been re-instated due to financial constraints. Staff have kindly continued to donate magazines for customers' use.
- Information services, including hotel locations, travel directions, social services support are provided.
- The Food Bank collection point in the library continues to provide assistance to those in need.
- Donated books, CDs and DVD sales are available to the public, although the numbers accepted are limited due to limited space available for storage of these.
- A range of hot and cold drinks are available, with these being provided free from September 2022 through to April 2023 under the "Warm Spaces" programme.
- Recycling facilities are provided for batteries and printer cartridges.
- NHS hearing aid batteries are provided free of charge.

### **Library usage statistics for 2022 / 2023:**

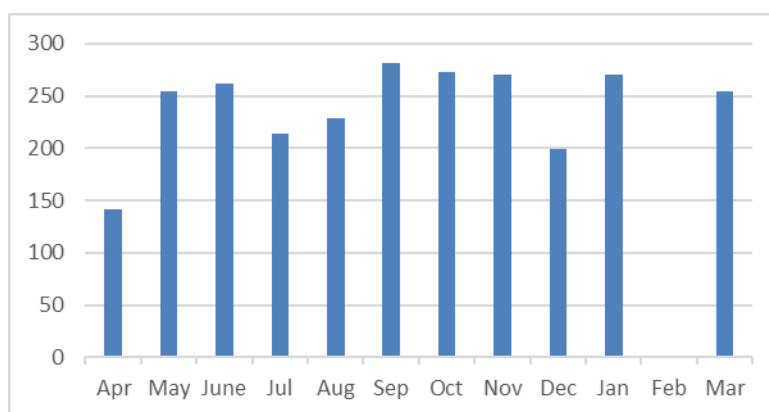
The following information provides a snapshot of the usage statistics for 2022 / 2023 (including comparisons with the previous year):

	2022/ 2023	2021 / 2022
Total hours during the year when the library was open	1732	1689.5
Mean weekly footfall	240.7	141.7
Mean numbers of active borrowers	147	136
Mean numbers of books borrowed in the year	754.2	661.8
Mean time in minutes, for each computer use, per month	70	52
Mean new members per month	17	19
Mean numbers of Rhyme Time attendees per month	181.5	129.2

### **Footfall**

This is based on the number of visitors per week measured by a tally chart recorded in the second week of each month.

The footfall figures for 2022/2023 are shown below. It was noted that some vulnerable members of the public remained reluctant to use the library facilities, particularly at the start of 're-opening'. Actions such as not reinstating newspapers in 2022 were financial decisions rather than related to Covid-19.



No footfall figures were recorded for February 2023, since the library was closed for most of this month as a result of the repairs to the roof. The figures show a general rise in footfall through the year, with the usual exception of December. With the library available as a "Warm Space" from September 2022, footfall numbers started to approach pre-Covid levels. This can be seen from the following table.

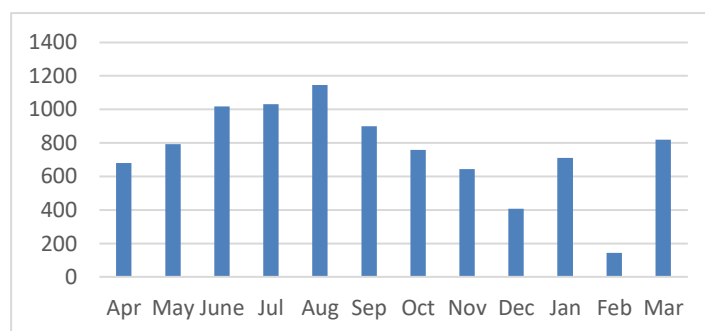
Year	Mean	Maximum	Minimum	Median
2014	353.5	405	248	364.0
2015	387.6	490	319	374.5
2016	361.4	417	304	363.5
2017	353.8	464	293	341.0
2018	308.3	352	277	296.5
2019	294.4	335	233	286.5
2020	16.0	58	0	7.0
2021	141.7	228	50	142.5
2022	240.7	281	0	254

## Borrowing of books

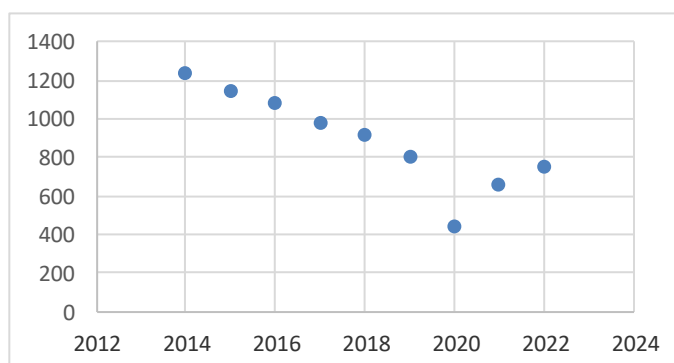
The information provided in the graph below is based on a monthly report provided by Gateshead Central Library, detailing the books borrowed throughout the month.

As usual, the number of books borrowed peaked in the summer months whilst reduced numbers of days when the library was open in December 2022 affected the number of books borrowed in that month, as did the closure in February 2023 for the roof repairs. Numbers are steadily recovering, post-Covid and if not for the February closure, would be likely to have stemmed the decline of previous years.

Monthly numbers of books borrowed:

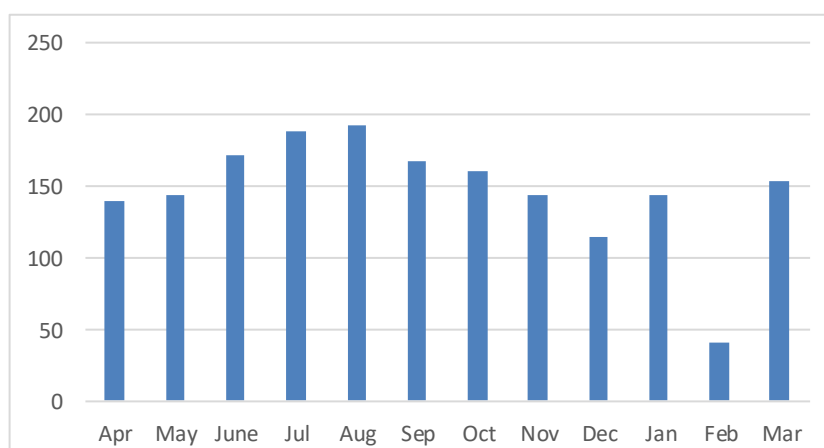


Average numbers of books borrowed monthly, year on year:



## Numbers of active borrowers

This is based on a monthly report from Gateshead Central Library detailing the number of active individual book borrowers throughout each whole month. As above, December 2022 is low as is traditional in that month, and February 2023 was severely affected by the closure for the roof repairs.

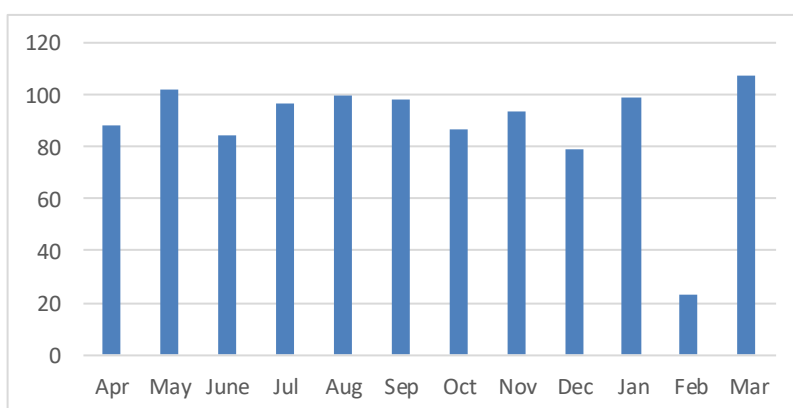




Year	Mean	Maximum	Minimum	Median
2014	1245	1354	1039	1265
2015	1411	1720	678	1522
2016	747	1744	613	650
2017	612	697	591	601
2018	569	593	539	567
2019	498	590	144	580
2020	74	40	96	80
2021	136	160	112	138
2022	147	193	40	149

### Public Computer utilisation

During 2022/2023, all five of the public computers have been in use following the removal of restrictions during the previous year. The below information is based on the total hours of usage of the public computers in any one month, as recorded on the sign-in sheets, and the number of computer users.

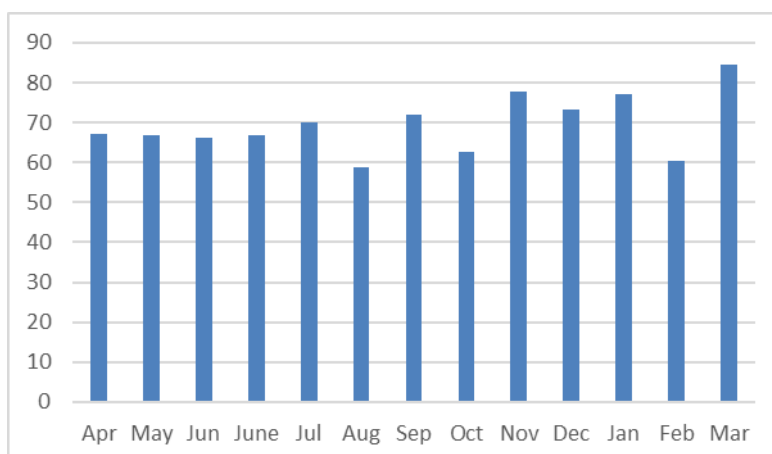


Precautions such as the continued use of keyboard covers and the availability of cleaning materials for contact items, along with signing in conducted by the library staff to avoid cross-contamination, remained in place. Usage was fairly consistent across the year, with the exception of the closure in February 2023. The figures suggest that computer usage may be on the increase, looking at the numbers for March 2023, albeit not yet to pre-Covid levels.

Year	Mean	Maximum	Minimum	Median
2014	215.0	329.0	127.0	219.0
2015	137.2	168.0	66.2	144.7
2016	173.1	221.7	138.9	163.7
2017	142.8	190.2	65.7	150.2
2018	129.5	150.3	78.2	134.5
2019	130.0	167.9	92.6	127.2
2020	16.0	22.8	4.0	22.0
2021	69.6	160.9	23.0	55.7
2022	88.3	107.2	23.2	95.1

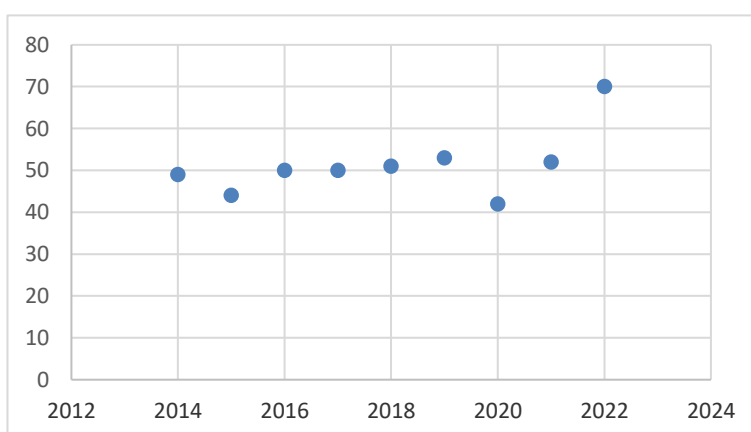
The provision of free WiFi also encourages people with their own computers or tablets to use the library space for study or leisure purposes.

The average time (in minutes) of each computer use per month is shown below:



This shows a gradual increase throughout the year in the average time spent on the public computers, for each use. The 'Warm Space' function of the library from September 2022 may have contributed to the increased timespan in the colder winter months, making users more inclined to remain in the library. There has been a significant increase in minutes per visit during this year compared with previous years, possibly due to the rise in the cost of heating encouraging some customers to spend longer in the library.

Year	Mean	Maximum	Minimum	Median
2014	49	60	39	50
2015	44	61	36	44
2016	50	56	45	50
2017	50	59	44	49
2018	51	55	45	51
2019	53	60	42	53
2020	42	48	35	44
2021	52	93	29	49
2022	70	84	59	67

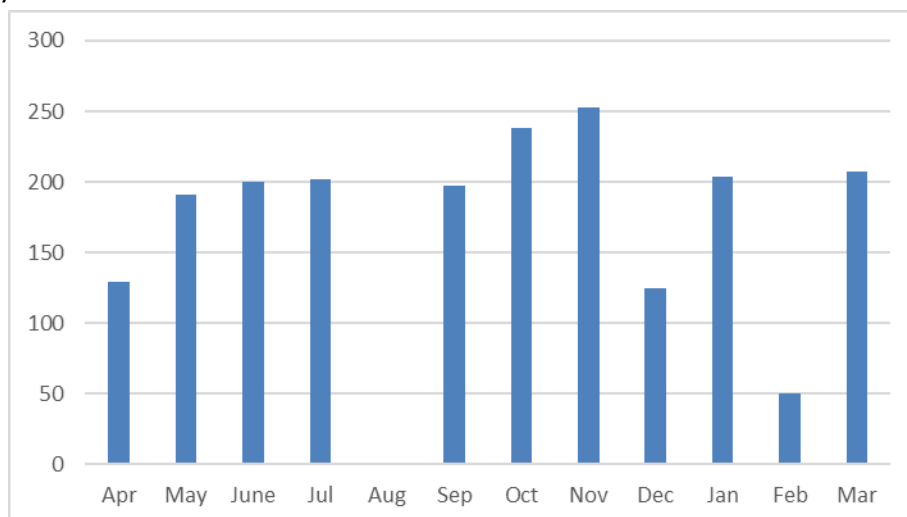


### Rhyme Time

Online booking for Rhyme Time remained in place during 2022 / 23, with up to ten adult places available for each session, plus up to two walk-ins.



The graph below shows the total number of children attending each month, based on the records for all sessions of Rhyme Time held each week.

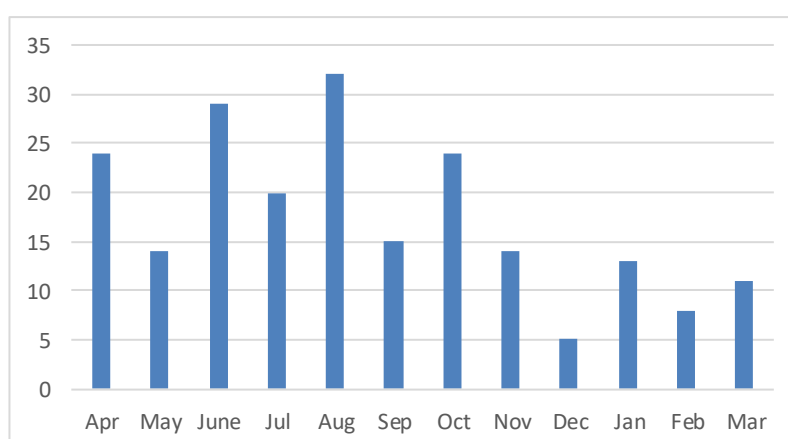


The numbers of children attending Rhyme Time has recovered to the levels seen in 2017. This has been helped by the introduction of additional sessions (as noted earlier in this report). This has assisted in spreading the numbers across the various sessions each week. There are no Rhyme Time sessions in August to give the hard-working volunteers a well-deserved break! December is traditionally a poor month and sessions were restricted in February 2023, with the closure for the roof repairs.

Year	Mean	Maximum	Minimum	Median
2014	127.7	215	59	116.0
2015	183.6	246	109	192.0
2016	179.7	206	119	188.5
2017	181.5	218	100	189.0
2018	147.6	175	94	155.0
2019	155.0	212	76	163.0
2020	0	0	0	0
2021	129.2	184	43	147.5
2022	181.5	253	50	200.0

### New members

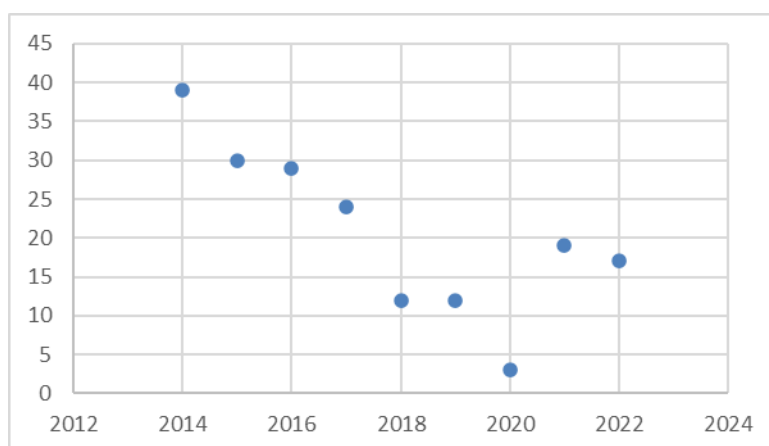
The library has continued to sign up new members, as shown below. This is based on the register used to record whether or not the new member has agreed to receive library marketing information. These figures are less reliable than in previous years when membership sheets were printed and counted.



The downward trend throughout the year is noticeable, together with the usual seasonal variations; the exception being the figures for February 2023 when the library had very limited opening, but still managed to register a number of new members.

Year	Mean	Maximum	Minimum	Median
2014	39	63	11	38
2015	30	43	7	29
2016	29	44	15	30
2017	24	41	11	23
2018	12	18	7	12
2019	12	19	7	11
2020	3	10	0	2
2021	19	37	3	16
2022	17	32	5	15

Historical figures show a decline in new members joining the library, but, following on from the pandemic, interest in joining the library appears to have stabilised at a slightly higher level than the two years before Covid-19.



### Citizens Advice sessions

Citizens Advice (CA) has been using the library since September 13<sup>th</sup> 2022. After the first five months (to be expected whilst word of the service spreads), CA reported the following:

- 19 clients supported through the drop-in facility, with a range of issues requiring help including Welfare Benefit advice, support with debt and signposting to organisations that can help with relationships and family matters.
- A wide range of ages have made use of the drop-in, from 15 to 89, with 75% of these being over 45 years old.
- The split between male and female is roughly 50/50.
- 80% of the clients supported have a long-term health condition, indicating that the service is very accessible to vulnerable clients, thereby meeting one of the key objectives of the service that is being provided.

This information was updated in July 2023 when CA advised that 36 clients had been supported via the library drop-in and appointments service. The split of these was 55% male, 45% female, with the largest number helped in the 55-59 age range. A slight majority of clients (54%) had long-term health condition with the remainder reporting as not disabled or having any health problems. A total of 234 issues had been raised by clients, the majority of which related to benefits, Universal Credit and Personal

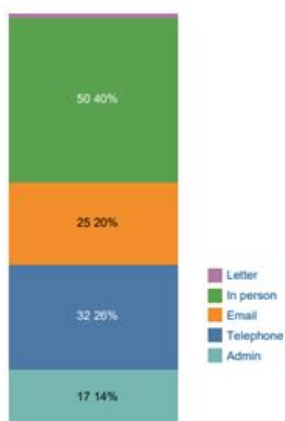


Independence Payments. Other key issues addressed by the service related to debt, financial services, family / relationships and housing.

## Summary

Summary	
Clients	36
Quick client contacts	
Issues	234
Activities	125
Cases	39
Outcomes	
Income gain	£3,541
Re-imbursements, services, loans	£25
Other	£0

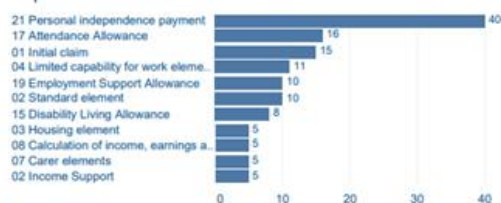
## Channel



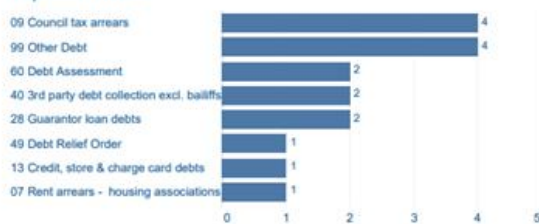
## Issues

Issues	Clients
Benefits & tax credits	25
Benefits Universal Credit	12
Debt	9
Financial services & capability	5
Relationships & family	6
Housing	6
Health & community care	4
Employment	3
Legal	4
Consumer goods & services	3
Education	2
Travel & transport	1
Immigration & asylum	1
Charitable Support & Food Ban...	1
<b>Grand Total</b>	<b>234</b>

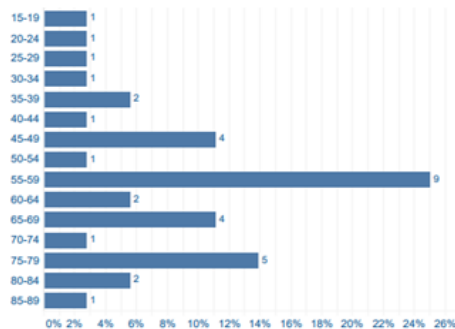
## Top benefit issues



## Top debt issues



## Age



## Gender



## Disability / Long-term health



## Ethnicity



## Other information

Craft sessions for children during the various school holidays were reinstated and the total number of children attending these throughout the year was 87.

No work experience students were taken on; this was due to the age profile of the staff coupled with the increased risk of students carrying the virus, making the risks of close contact too great.

Five customers were given advice on their CVs with two receiving interview coaching. Two of these are known to have obtained employment within a short time period, with no feedback from the others.

School visits were reinstated with regular visits from the Cedars School. The pupils borrow books on a staff ticket and are controlled by the staff of the school. Throughout the year there were 375 children who visited the library from the Cedars School.

## Volunteering at Low Fell Library

Low Fell Library has been fortunate to continue to be supported by an enthusiastic and hard-working team of volunteers, and has offset those volunteers retiring due to personal reasons by adding a number of like-minded people over the past year. These people work behind the desk during their library shifts and some carry out more specialist tasks including social media, publicity and marketing, and general administration. We are extremely grateful to everyone who helps at the library, whether this is briefly or long-term.

New volunteers are eased into the library's processes and procedures, starting with an introductory meeting with two or three of the key officers, to discuss the skills, experience and interests the volunteer brings to the library, and how, when and where they can best be of assistance. An induction into the library (and Association) operation is provided, together with information on our standards, the service agreement with Gateshead Council, health and safety and safeguarding practices and procedures. Training on the Soprano (library book issuing) system is provided for volunteers working on the desk, and DBS clearance obtained for those whose role requires this.

After a few weeks the new volunteers have the opportunity to discuss, in confidence, any issues or concerns. The library holds regular meetings for all volunteers to attend, where strategic policy and operational issues are amongst the matters discussed and agreed.



Anyone who is interested in joining us to help in any way is asked to get in touch – we'd be very pleased to hear from you. Email [lowfelllibrary@gateshead.gov.uk](mailto:lowfelllibrary@gateshead.gov.uk) or talk to anyone on the library desk.

## Governance

Low Fell Library Association operates under a constitution approved by the Charity Commission. The provision of a core, community library service is done in accordance with a service agreement with Gateshead Council and via a rent-free lease agreement for the building, the maintenance of which remains the responsibility of the Council.

The Association holds regular meetings with trustees (elected by the members at the Association's AGM) and members (volunteers), at which policy matters and other major decisions (such as agreeing the annual budget) are discussed and agreed. Trustee meetings are held on a six-week cycle with day to day management carried out by the officers, in accordance with policies and decisions that have been previously agreed by members and trustees. Advice from the Charity Commission, including on rules and



regulations, guides trustees and the Council's Library Service provides advice and assistance in relation to the building fabric and library matters.

An 'Activities Group' of Association members meets on a regular basis to plan and oversee the programme of activities at the library and reports back to the trustees and the Association as a whole.

## Finances

In addition to the donations of time and effort made by library volunteers, the operation of the library continues to require funding. Gateshead Council's contributions to the library running costs ceased in 2015, but various Government grants and donations have enabled the library to meet its bills and other spending commitments over the course of 2022/2023. These included monies from The National Community Fund and the Local Community Fund, enabling the library to run a range of activities during the year.



A steady inflow of funds is needed to plan for the future and enable the library to continue to function and as such, all donations – large and small – are welcome and will help with this.

Donations can be made via the 'donations' tubs on the library desk or via the library website. If you want to know more about the library's financial needs, or would like your donation to be used for a specific purpose, please ask to speak to the Chair (Frank Hindle).

## Reserves policy

The Association maintains an unrestricted reserve equivalent to six months of core operating costs (this currently equates to a reserve of £7,500.00). If it becomes necessary to draw on this reserve, the trustees will urgently review the situation and identify potential actions that could be taken to rectify the position. This six month period ensures that there is time to either seek additional funding, or (if that is not possible) to wind up the Association in an orderly manner, meeting any obligations and commitments, were that to prove necessary.

## Statement of accounts

This is attached as a separate document.

## Business plan

The Association's three year business plan for the period 2016-2019 is now behind us and is in the process of review and revision in anticipation of a resumption of some sort of post-Covid normality.

## In conclusion

After over ten years' experience of running the library in Low Fell and developing an ongoing programme of events and activities, written and verbal feedback from users and residents continues to be extremely positive.

We are an enthusiastic group of volunteers, committed to improving the services and events offered by Low Fell Library. Our sincere thanks to all our partners and donors who have enabled us to achieve the outcomes described in this report, and who have put us in a healthy position in order to progress in the future. We appreciate and welcome all feedback and suggestions and look forward to the future continued success of Low Fell Library.

# **Low Fell Library Association**

**Registered Charity No. 1153726**

**Financial Statements  
for the Year Ended 31 March 2023**

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Notes to the Accounts	Pages 7 - 8



**Charity Name:** Low Fell Library Association

**Charity No:** 1153726

**Registered Office:**  
710a Durham Road  
Low Fell  
Gateshead  
Tyne and Wear  
NE9 6HT

**Trustees:**  
Frank Hindle (Chair)\*  
Gillian Beauchamp (Vice-Chair)  
Susan Le Jeune (Secretary)  
Brenda Buxton (Treasurer) (Resigned as Treasurer 26/10/2022)  
Terence Wileman (Health and Safety Officer)  
Ross Brown (Vice Health & Safety Officer)  
Christine Blue (Resigned 26/10/2022)  
Elsie Neville  
Angela Joynes (Resigned 21/6/2022)  
Catherine Underwood (Resigned 23/6/2022)  
June Hesslewood  
Janet Lowe (From 1/4/22 resigned 29/11/2022)  
Alyson Barratt (From 16/10/2022)  
Jennifer Johnson (From 16/10/22)

(\*) Trustee has taken on Treasurer responsibilities from 27/10/2022 until a replacement is found.

**Independent Examiner:**  
Darren Thompson  
FutureSkills North East CIC  
44 Witton Drive  
Spennymoor  
Co. Durham  
DL16 6LU

**Bankers:**  
Lloyds Bank PLC  
11-12 The Shopping Village  
Kingsway  
Team Valley Trading Estate  
Gateshead  
Tyne and Wear  
NE11 0EN

## INDEPENDENT EXAMINER'S REPORT

<b>Report to the Trustees</b>	Low Fell Library Association (LFLA)
<b>Charity No</b>	1153726
<b>On the accounts for period ended</b>	31 March 2023
<b>Set out on pages</b>	5-8

### Respective responsibilities of the Trustees and Examiner:

The Trustees of the charity are responsible for the preparation of accounts. They consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an Independent Examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts (under section 145 of the 2001 Act.
- follow the procedure laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act.
- to state whether particular matters have come to my attention.

### Basis of the independent examiner's statement:

My examination was carried out in accordance with 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 the 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 matters set out in the statement below.

### Independent examiners statement:

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.

D W Thompson

Darren Thompson  
FutureSkills North East CIC  
44 Witton Drive  
Spennymoor  
Co. Durham DL16 6LU

Date: 4/8/2023

# Low Fell Library Association

## Receipts and Payments Account 1 April 2022 - 31 March 2023

	Notes	Restricted	Unrestricted	2023	2022
		£	£	£	£
<b>Receipts</b>					
Grants & Donations	<b>4</b>	11,600.00	572.00	12,172.00	16,678.00
LFLA Fundraising		-	3,912.00	3,912.00	350.00
Library Takings		-	2,143.00	2,143.00	2,917.00
Other Income		-	1,732.00	1,732.00	14.00
Bank Interest		-	92.00	92.00	4.00
<b>Total Receipts</b>		<b>11,600.00</b>	<b>8,451.00</b>	<b>20,051.00</b>	<b>19,963.00</b>
<b>Payments</b>					
Library & Community Events		600.00	1,185.00	1,785.00	125.00
Library Running Costs	<b>5</b>	662.00	11,617.00	12,279.00	8,492.00
Office & General Expenses	<b>6</b>	305.00	191.00	496.00	3,750.00
Volunteer Costs		-	71.00	71.00	582.00
Governance costs	<b>7</b>	-	835.00	835.00	887.00
Course costs		-	-	-	18.00
Donations		-	149.00	149.00	173.00
Kitchen refurbishment		-	-	-	2,772.00
Banking charges		-	-	-	79.00
Miscellaneous		33.00	172.00	205.00	
<b>Total payments</b>		<b>1,600.00</b>	<b>14,220.00</b>	<b>15,820.00</b>	<b>16,878.00</b>
<b>Surplus/Deficit for the period</b>		<b>10,000.00</b>	<b>(5,769.00)</b>	<b>4,231.00</b>	<b>3,085.00</b>
<b>Total funds brought forward 1<sup>st</sup> April 2022:</b>		<b>-</b>	<b>51,518.00</b>	<b>51,518.00</b>	<b>48,433.00</b>
<b>Transfer between funds:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward 31<sup>st</sup> March 2023:</b>		<b>10,000.00</b>	<b>45,749.00</b>	<b>55,749.00</b>	<b>51,518.00</b>

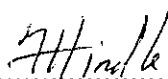
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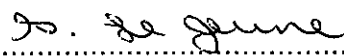


**Statement of Assets and Liabilities  
as at 31 March 2023**

		<b>2023</b>	<b>2022</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>Current assets:</b>			
Cash at bank and in hand		55,749.00	51,455.00
Donations received still to bank		-	63.00
<b>Total current assets:</b>	<b>8</b>	<b>55,749.00</b>	<b>51,518.00</b>
<b>Current liabilities:</b>			
<b>Total current liabilities:</b>		<b>-</b>	<b>-</b>
<b>Net assets:</b>		<b>55,749.00</b>	<b>51,518.00</b>
<b>Represented by:</b>			
Restricted reserves		10,000.00	-
Unrestricted reserves		45,749.00	51,518.00
<b>Total funds:</b>	<b>9</b>	<b>55,749.00</b>	<b>51,518.00</b>

The financial statements were approved by the following members of the Board of Trustees:

Signed:  Position: CHAIR

Signed:  Position: SECRETARY

## Low Fell Library Association

### Notes to the accounts for the year ended 31 March 2023

<b>1</b>	<p>These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.</p> <p>The accounts have been prepared in accordance with 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 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.</p>
<b>2</b>	<p>Low Fell Library Association is a Charitable Incorporated Organisation, Charity No.1153726 registered on 9<sup>th</sup> September 2013. The organisation is governed by a Board of Trustees. The organisation has no paid staff, the library is operated by a team of volunteers.</p>
<b>3</b>	<p><i>Corporation Tax:</i></p> <p>The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.</p>
<b>4</b>	<p>This includes:</p> <ul style="list-style-type: none"> <li>• £600.00 - Gateshead Council (Local Community Fund)</li> <li>• £1,000.00 – Gateshead Council (Warm Spaces Programme)</li> <li>• £10,000.00 – The National Lottery Community Fund (Awards for All)</li> </ul>
<b>5</b>	<p>This includes:</p> <ul style="list-style-type: none"> <li>• £3,251.00 - Electricity</li> <li>• £4,378.00 – Gas</li> <li>• £302.00 - Water</li> <li>• £4,216.00 – Recharge to Gateshead Council</li> <li>• £132.00 – Music licence</li> </ul>
<b>6</b>	<p>This includes items such as publicity, furnishings, and small items of equipment.</p>
<b>7</b>	<p>This includes:</p> <ul style="list-style-type: none"> <li>• £544.00 – Insurance</li> <li>• £275.00 – Accountancy fee</li> <li>• £16.00 – Accounting software</li> </ul>

8	<p>This includes:</p> <ul style="list-style-type: none"> <li>• Cash at bank and in hand as at 31<sup>st</sup> March 2023 - £55,749.00.</li> </ul>
9	<p>This includes:</p> <p><i>Unrestricted reserves:</i>  Money available to the charity. The charity has a reserves policy which sets out a commitment to maintaining reserves that are sufficient to meet the anticipated operating costs for a period required to give notice on any lease or service level agreements that the charity has entered into.</p> <p><i>Restricted reserves:</i>  Money available to the charity for a specific purpose as agreed with the funder.</p>