

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales · Charity number 1153765

Details

Other names FRIENDS OF HALESWORTH LIBRARY

Status Registered

Legal form CIO

Registered 2013-09-11

Register [View on the Charity Commission register](#)

Contact

Address Halesworth Library
Bridge Street
Halesworth
Suffolk
IP19 8AD

Phone 01986 506062

Email friendsofhalesworthlibrary@gmail.com

Website www.suffolkcommunitylibraries.co.uk

Activities

Objects: 1.TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN HALESWORTH, 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 HALESWORTH, SUFFOLK AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID 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 A RECREATION LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.

Activities: To raise funds to financially support Halesworth County Library. This is achieved through the organisation of numerous events such as table top sales, street markets and grant funding applications.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Arts/culture/heritage/science, Environment/conservation/heritage, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£37,469	£11,057	-	-
2024-03-31	£11,632	£3,961	-	-
2023-03-31	£10,726	£3,493	-	-
2022-03-31	£3,431	£2,878	-	-
2021-03-31	£9,796	£18,329	-	-

Trustees

Name	Role	Appointed
Nigel George Frostick	Chair	2019-10-12
Aubrey Alan Jones		2023-08-01
David Borer		2018-04-24
Evelyn Lindqvist		2015-04-28
Jacqueline Williams		2021-06-10
Laura Bridgland		2026-01-13
Natalie Lloyd-Evans		2016-01-26
SHEILA CONSTANCE FREEMAN		2013-07-26

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales - Charity number 1153765

Accounts



Trustees' Annual Report for the period

Period start date

01 04 2024

Period end date

31 03 2025

To

Section A Reference and administration details

Charity name Friends of Halesworth County Library

Other names charity is known by Friends of Halesworth Library

Registered charity number (if any) 1153765

Charity's principal address Halesworth Library

Bridge Street

Halesworth, Suffolk

Postcode

IP19 8AD

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	David Borer	Treasurer		
2	Sheila Freeman			
3	Nigel Frostick	Chair		
4	Elise Jeffries	Library Manager (ex-officio)	From 29 th April 2024	
5	Aubrey Alan Jones	Vice Chair		
6	Evelyn Lindqvist	Minutes secretary		
7	Natalie Lloyd-Evans			
8	Yvonne Sandison		To 28 th February 2025	
9	Jacqueline Williams			
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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

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 (association)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	By election

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.

New trustees are inducted in line with the guidance for such procedures as laid down by Suffolk Libraries Industrial and Provident Society Limited which managed Suffolk's public libraries service throughout the period of this report.

Since it was established in 2013, the Friends of Halesworth County Library (like similar groups at all libraries in Suffolk) has been a member of Suffolk Libraries IPS Ltd. which is a member of Co-operatives UK.

Rules state that objects shall be carried out "for public benefit in a manner that is conducive to the spirit and ethos of Co-operation".

Section C Objectives and activities

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

- To advance the education of the general public in Halesworth, Suffolk and the surrounding area, in particular but not exclusively, by the provision of a lending library.
- To advance education and to provide facilities in the interests of social welfare for recreational leisure time occupation with the objective of improving the conditions of life for the residents.

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)

- Raising the profile of the Library through fundraising and by hosting educational and recreational events.
- Volunteer support of the Library helping to enable it to meet the needs of the community (see below for role of volunteers).
- The charity trustees have understood the guidance issued on public benefit and remain focused on what the charity was established to achieve as laid down in its objectives.

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.

Contribution made by volunteers

This is an essential part of our functioning.

We have a large group (currently approximately 20) of volunteers from among the Friends of Halesworth Library. Collectively they contribute a great deal of time to the Library on a regular basis. The scope of the service has grown beyond the tasks which paid staff are able to accomplish, and volunteers take on routine library and administrative tasks. For example, they shelve the returned books; they tidy the shelves and items for sale; they locate requested books and do general stock work; they unpack new books and process withdrawn stock; they care for the garden and planters; they plan and arrange regular and special events.

Their contributions allow staff to run and promote the library and its services and to form local partnerships in the community.

Summary of the main achievements of the charity during the year

The library has continued to become busier. Planning for events continued and a full programme was in place throughout the year. Fundraising took place throughout the period of this report.

During the year, the Friends received a gift from the will of one of our late members. This amounted to a sum in excess of £30,000 and the trustees have decided to support a series of children's art workshops to take place in the library in the autumn of this year (2025) and, if successful, in future years. The trustees believe that the workshops in her name will be a fitting memorial. Other plans for a more permanent memorial are on hold during the transitioning of the library to the control of Suffolk County Council which took place after the end of the reporting period.

Two regular events which continued were a monthly Board Games Café and fortnightly Sociable Sunday. The numbers attending both events have continued to grow and the trustees feel that these events provide a very useful social meeting place for members of the community.

Our series of regular book talks have generally been well attended with numbers of attendees approaching 40 on occasions. Speakers have been writers of fiction and non-fiction, poets and artists. During the year no charge was made to those attending.

As well as regular events we also hosted a couple of Library Quiz nights.

We also ran a Christmas sale in December 2024 and a Christmas raffle as our major fund raising initiatives in the year. We operate a 100 Club which provides a steady income. All these events were successful in raising funds and also importantly allowed us to interact with the Friends, customers and visitors to tell them about our work.

We are committed to supporting activities for children. In conjunction with Halesworth Bookshop we hosted an event on World Book Day in March 2025, which was successful and well attended.

Included in our support for children was payment for a series of events arranged by library staff which took place on a regular basis over the summer holidays in 2024. The events were effectively free of charge for those attending. The events were very successful and attracted large numbers of children. We also worked with staff on initiatives to attract visits from schools to bring pupils into the library.

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to retain reserves on deposit in a separate interest earning bank account for unexpected contingencies.

Details of any funds materially in deficit

Not applicable.

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.

The charity's principal sources of funds

- Own fundraising, throughout the year
- Donations, grants and bequests

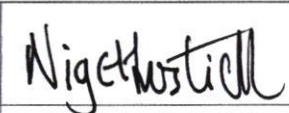
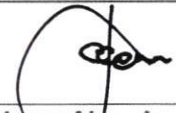
Section F Other optional information

[Empty box for optional information]

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)	Nigel George Frostick	Aubrey Alan Jones
Position (eg Secretary, Chair, etc)	Chair	Vice chair
Date	2 nd October 2025	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
The Friends of Halesworth County Library

**On accounts for the year
ended**

31 st March 2025	Charity no (if any)	1153765
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Set out on pages

Following

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, you are responsible for the preparation of the accounts in accordance with 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 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.

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

Signed: **Date:**

Name:

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

Institute of Chartered Management Accountants

Address:

Rumburgh Halesworth

Suffolk

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 details of any items that the examiner wishes to disclose.

None

Friends of Halesworth County Library
Registered Charity Number 1153765

Summary of Account for the year 1/4/2024 to 31/3/2025

Payments

Donations:			
	Daisy Project donation	£	150.00
	Dementia Carers donation	£	100.00
		£	<u>250.00</u>
		£	250.00
Repairs & Fabric:			
	Kitchen refurbishment	£	8,386.80
	Pond pump replacement	£	148.00
	4 Door locker	£	123.42
		£	<u>8,658.22</u>
		£	8,658.22
Activities			
		£	931.10
Miscellaneous:			
	Staff Xmas meals	£	140.00
	Newspapers	£	68.20
	Miscellaneous items	£	224.55
		£	<u>432.75</u>
		£	432.75
	Crafter's payments		£ 769.31
	Zettle card payment fees		£ 15.62
			<u>£ 11,057.00</u>
			£11,057.00

Receipts

Savings account interest	£	702.35
Donations:		
Donations	£	2,871.04
Edna Comport bequest	£	30,074.44
	£	<u>32,945.48</u>
	£	32,945.48
Crafter's share	£	769.31
Craft commission	£	258.14
Book club memberships	£	255.00
Glasses	£	240.69
Pens	£	30.00
Quizes	£	24.00
Fundraising	£	1,100.20
Adverts	£	36.00
Poster display	£	70.00
HMRC Gift Aid	£	518.62
Other:		
100 Club	£	500.00
Quiz prizes refund	£	19.00
	£	<u>519.00</u>
	£	519.00
Total receipts	£	37,468.79
Plus opening balance	£	<u>50,198.96</u>
	£	87,667.75
Less payments	£	<u>11,057.00</u>
Closing balance	£	<u><u>76,610.75</u></u>

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales - Charity number 1153765

Accounts

Trustees' Annual Report for the period

Period start date: 01 04 2023 To Period end date: 31 03 2024

Section A Reference and administration details

Charity name Friends of Halesworth County Library

Other names charity is known by Friends of Halesworth Library

Registered charity number (if any) 1153765

Charity's principal address
 Halesworth Library
 Bridge Street
 Halesworth, Suffolk
Postcode IP19 8AD

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	David Borer	Treasurer		
2	Sheila Freeman			
3	Nigel Frostick	Chair		
4	Julie Gorton	Library Manager (ex-officio)	To 29/11/2023	
5	Aubrey Alan Jones		From 1/08/2023	
6	Evelyn Lindqvist	Minutes secretary		
7	Natalie Lloyd-Evans			
8	Yvonne Sandison			
9	Jacqueline Williams			
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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

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 <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Charitable Incorporated Organisation
Trustee selection methods <i>(eg. appointed by, elected by)</i>	By election

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.

New trustees are inducted in line with the guidance for such procedures as laid down by Suffolk Libraries Industrial and Provident Society Limited which manages Suffolk’s public libraries service.

Since it was established in 2013, the Friends of Halesworth County Library (like similar groups at all libraries in Suffolk) has been a member of Suffolk Libraries IPS Ltd. which is a member of Co-operatives UK. Rules state that objects shall be carried out “for public benefit in a manner that is conducive to the spirit and ethos of Co-operation”.

Section C Objectives and activities

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

- To advance the education of the general public in Halesworth, Suffolk and the surrounding area, in particular but not exclusively, by the provision of a lending library.
- To advance education and to provide facilities in the interests of social welfare for recreational leisure time occupation with the objective of improving the conditions of life for the residents.

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)

- Raising the profile of the Library through fundraising and by hosting educational and recreational events.
- Volunteer support of the Library helping to enable it to meet the needs of the community (see below for role of volunteers).
- The charity trustees have understood the guidance issued on public benefit and remain focused on what the charity was established to achieve as laid down in its objectives.

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.

Contribution made by volunteers

This is an essential part of our functioning.

We have a large group (currently approximately 30) of volunteers from among the Friends of Halesworth Library. Collectively they contribute a great deal of time to the Library on a regular basis. The scope of the service has grown beyond the tasks which paid staff are able to accomplish, and volunteers take on routine library and administrative tasks. For example, they shelve the returned books; they tidy the shelves and items for sale; they locate requested books and do general stock work; they unpack new books and process withdrawn stock; they care for the garden and planters; they plan and arrange regular and special events.

Their contributions allow staff to run and promote the library and its services and to form local partnerships in the community.

Summary of the main achievements of the charity during the year

The library has become busier following the continuing return to normality post pandemic. Planning for events continued and a full programme was in place throughout the year. Fundraising took place through the period of this report.

The refurbishment of the kitchen at the library was completed with the assistance of the grant from a local grant awarding charity referred to in the previous year's report. Staff and volunteers are delighted with the result and there has been a substantial improvement in working conditions and facilities for events. The final payments for the equipment and works were made after the end of the year

Two regular events which continued were a monthly Board Games Café and fortnightly Sociable Sunday. The numbers attending both events have continued to grow and the trustees feel that these events provide a very useful social meeting place for members of the community.

Our monthly series of book talks have generally been well attended with numbers of attendees approaching 40 on occasions. Speakers have been writers of fiction and non-fiction, poets and artists. During the year no charge was made to those attending.

As well as regular events we also hosted a couple of Library Quiz nights.

We also ran a Christmas Fair in early December 2023 and a Christmas raffle. We operate a 100 Club which provides a steady income. All these events were successful in raising funds and also importantly allowed us to interact with the Friends, customers and visitors to tell them about our work.

We are committed to supporting activities for children. In April 2023 we arranged for a visit by the Spinning Wheel Theatre who put on a performance of the Velveteen Rabbit. This was free of charge and played to a full house.

Included in our support for children was payment for a series of events arranged by library staff which took place on a weekly basis over the summer holidays. The events were very successful and attracted large numbers of children. We also worked with staff on initiatives to attract visits from schools to bring pupils into the library.

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to retain reserves on deposit in a separate bank account for unexpected contingencies.

Details of any funds materially in deficit

Not applicable.

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.

The charity's principal sources of funds

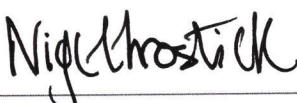
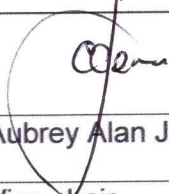
- Own fundraising, throughout the year
- Donations, grants and bequests

Section F Other optional information

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)	Nigel George Frostick	Aubrey Alan Jones
Position (eg Secretary, Chair, etc)	Chair	Vice chair

Date 10th September 2024

Friends of Halesworth County Library
Registered Charity Number 1153765

Summary of Account for the year 1/4/2023 to 31/3/2024

Payments

Petty cash	£	206.05
Glasses - Peer Ltd	£	98.87
Crafter's payments	£	836.60
Activities	£	1,176.08
Book club error refund	£	495.00
Staff meals	£	150.00
Volunteers presents	£	116.57
Volunteers Xmas party	£	99.50
Craft materials	£	149.40
Zettle card payment fees	£	5.34
Miscellaneous items	£	627.90

Total payments £ 3,961.31

Receipts

Donations	£	2,209.73
Crafter's share	£	655.04
Craft commission	£	191.51
Bags	£	9.75
Glasses	£	348.54
Pens	£	46.50
Maps	£	42.00
Quizes	£	114.00
Donated items	£	46.80
Fundraising	£	2,627.70
Adverts	£	21.00
Poster display	£	158.00
100 Club	£	3,500.00
Book club memberships	£	652.00
HMRC Gift Aid	£	469.61
Savings account interest	£	539.95

Total receipts £ 11,632.13

Plus opening balance £ 42,528.14

£ 54,160.27

Less payments £ 3,961.31

Closing balance £ 50,198.96

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales - Charity number 1153765

Accounts



Trustees' Annual Report for the period

Period start date

01 04 2022

Period end date

31 03 2023

To

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2	Sheila Freeman			
3	Evelyn Lindqvist	Minutes secretary		
4	David Borer	Treasurer		
5	Nigel Frostick	Chair		
6	Matthew Haw	Library Manager Ex-Officio Trustee	09/05/2022 to 14/02/2023	
7	Natalie Lloyd-Evans			
8	Yvonne Sandison			
9	Jacqueline Williams			
10	Julie Gorton	Library Manager Ex-Officio Trustee	From 07/03/2023	
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Their contributions allow staff to run and promote the library and its services and to form local partnerships in the community.

Summary of the main achievements of the charity during the year

PLANNED ACTIVITIES

Following the ending of pandemic restrictions, planning for events continued and a full programme was in place by the end of March 2023, by which time the library had once again become very busy. Fundraising took place through the period of this report and a grant was successfully applied for from a local grant awarding charity for the refurbishment of the kitchen at the library. This area has become rather tired in the 30 years since the library was built and its limitations were only too apparent during library and Friends' events, not to mention on a day to day basis when staff and volunteers use the kitchen.

Two regular events which were restarted in September 2022 were a monthly Board Games Café and fortnightly Sociable Sundays. Neither of these regained their pre-Covid numbers by the end of the reporting period but we have persevered in the expectation that numbers will increase. Both fulfil a very useful social meeting place for members of the community.

Our monthly series of book talks have generally been well attended with numbers varying between 10 and 40. Speakers have been writers of fiction and non-fiction, artists/designers, those with publishing experience and a local bookseller. No charge was made to those attending.

As well as regular events we also hosted our first Library Quiz night for several years and a musical performance of folk music to an audience of over 50.

We also ran a Christmas Fair in early December 2022 and a Christmas raffle. We operate a 100 Club which provides a steady income. All these events were successful in raising funds and also importantly allowed us to interact with the Friends, customers and visitors to tell them about our work.

Section E

Financial review

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The charity's principal sources of funds

- Own fundraising, throughout the year
- Donations, grants and bequests

Section F

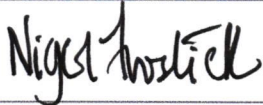

Other optional information

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)	Nigel George Frostick	Evelyn Jane Lindqvist
Position (eg Secretary, Chair, etc)	Chair	Minutes Secretary/trustee
Date	20th February 2024	

Friends of Halesworth County Library
Registered Charity Number 1153765

Summary of Account for the year 1/4/2022 to 31/3/2023

Payments

Petty cash	£	283.70
Glasses - Peer Ltd	£	292.20
Crafter's payments	£	562.61
Graden pump replacement	£	108.00
Office window blinds	£	333.34
Ali's garden opening catering	£	290.00
Spinning Wheel Theatre	£	250.00
Staff Xmas gifts & meal	£	256.00
Mark Michells lecture fee	£	110.00
Window mural	£	550.00
Pawsivity donation	£	100.00
Craft materials	£	98.55
Temporary event notice	£	21.00
Zettle card payment fees	£	7.08
Miscellaneous items	£	<u>230.80</u>

Total payments £ 3,493.28

Receipts

Donations	£	6,588.89
Crafter's share	£	723.65
Craft commission	£	213.35
Bags	£	42.25
Beverages	£	1.00
Bookmarks	£	3.00
Glasses	£	214.11
Pens	£	94.50
Maps	£	4.99
Donated items	£	94.55
Fundraising	£	1,914.10
Adverts	£	77.50
Poster display	£	172.50
World of Books - books sold	£	44.84
Book club memberships	£	80.00
HMRC Gift Aid	£	323.27
Savings account interest	£	<u>133.28</u>

Total receipts £ 10,725.78

Plus opening balance £ 35,295.64

£ 46,021.42

Less payments £ 3,493.28

Closing balance £ 42,528.14

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales - Charity number 1153765

Accounts

priority, if any, (for example, any custodian

Dates acted if not for whole year

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)	Association
Trustee selection methods (eg. appointed by, elected by)	By election

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policies and procedures adopted for the induction and training of trustees; <input type="checkbox"/> the charity’s organisational structure and any wider network with which the charity works; <input type="checkbox"/> relationship with any related parties; <input type="checkbox"/> trustees’ consideration of major risks and the system and procedures to manage them. 	<p>New trustees are inducted in line with the guidance for such procedures as laid down by Suffolk Libraries Industrial and Provident Society Limited which manages Suffolk’s public libraries service.</p> <p>Since it was established in 2013, the Friends of Halesworth County Library (like similar groups at all libraries in Suffolk) has been a member of Suffolk Libraries IPS Ltd. which is a member of Co-operatives UK.</p> <p>Rules state that objects shall be carried out “for public benefit in a manner that is conducive to the spirit and ethos of Co-operation”.</p>
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Summary of the objects of the charity set out in its governing document

- To advance the education of the general public in Halesworth, Suffolk and the surrounding area, in particular but not exclusively, by the provision of a lending library.
- To advance education and to provide facilities in the interests of social welfare for recreational leisure time occupation with the objective of improving the conditions of life for the residents.

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)

- Raising the profile of the Library through fundraising and by hosting educational and recreational events.
- Volunteer support of the Library helping to enable it to meet the needs of the community (see below for role of volunteers).
- The charity trustees have understood the guidance issued on public benefit and remain focused on what the charity was established to achieve as laid down in its objectives.

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.

Contribution made by volunteers

This is an essential part of our functioning.

We have a large group (currently approximately 30) of volunteers from among the Friends of Halesworth Library. Collectively they contribute a great deal of time to the Library (approximately 220 hours a month) on a regular basis. The scope of the service has grown beyond the tasks which paid staff are able to accomplish, and volunteers can take on routine library and administrative tasks. For example, they shelve the returned books and sound items; they tidy the shelves and items for sale; they locate requested books and do general stock work; they unpack new books and process withdrawn stock; they care for the garden and planters; they plan and arrange regular and special events.

Their contributions allow staff to run and promote the library and its services and to form local partnerships in the community.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

PLANNED ACTIVITIES

Following the easing of pandemic restrictions, planning for events started in August 2021 and our programme of fundraising began in September when we held a bric-a-brac sale outside the library on one of the town's Heritage Open Days, specifically to raise funds for children's activities. We also ran a scaled down Christmas Fair in early December and a raffle at Christmas. These events were successful in raising funds and also importantly allowed us to interact with the Friends, customers and visitors to tell them about our work.

Immediately after our AGM in October, we hosted the first in what has become a monthly series of book talks by local authors, which were well attended. No charge was made to those attending. We also hosted a series of "Grave Talks: Matters of Life and Death" put on by the Blyth Valley Team Ministry.

Work began on a governance review, planned by our vice chair.

In a year when activity was still somewhat limited by lingering Covid restrictions one important activity was the final development and completion of our community garden in memory of Alison Hopkins. This included commissioning and financing artwork and signage.

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to retain reserves in a separate bank account for unexpected contingencies.

Details of any funds materially in deficit

Not applicable.

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.

The charity's principal sources of funds

- Own fundraising, throughout the year
- Donations and bequests

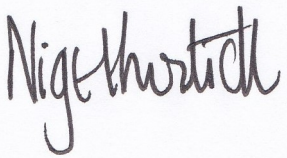
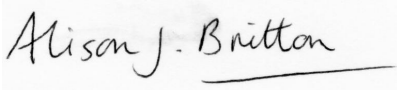
Section F Other optional information

Empty box for optional information.

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)	Nigel George Frostick	Alison Jean Britton
Position (eg Secretary, Chair, etc)	Chair	Vice-Chair
Date	22 nd December 2022	

Friends of Halesworth County Library

Registered Charity Number 1153765

Summary of Account for the year 1/4/2021 to 31/3/2022

Payments

Petty cash £ 192.02
Glasses £ 107.16
Pens £ 224.99
Lego £ 149.16
Craft materials £ 206.80
Crafter's payments £ 519.00
Ali's garden electrical work £ 830.00
Ali's garden plaque £ 147.00
Ali's garden willow figures £ 300.00
Garden bench refurbishment £ 100.00
HSBC account charges £ 7.42
Miscellaneous £ 02.06
Total payments £ 2,877.51

Receipts

Donations £ 1,317.23
Crafter's share £ 313.82
Craft commission £ 111.13
Bags £ 52.00
Glasses £ 138.83
Pens £ 34.50
Maps £ 28.95
Donated items £ 100.72
Fundraising £ 792.10
Adverts £ 31.50
Poster display £ 115.00
HMRC Gift Aid £ 365.33
World of Books - books sold £ 27.24
Savings account interest £ 2.99
Total receipts £ 3,431.34

Plus opening balance £ 34,741.81
£ 38,173.15
Less payments £ 2,877.51
Closing balance £ 35,295.64

THE FRIENDS OF HALESWORTH COUNTY LIBRARY

England & Wales - Charity number 1153765

Accounts

Trustees' Annual Report for the period

Period start date

01 04 2020

Period end date

31 03 2021

To

Section A Reference and administration details

Charity name

Friends of Halesworth County Library

Other names charity is known by

Friends of Halesworth Library

Registered charity number (if any)

1153765

Charity's principal address

Halesworth Library

Bridge Street

Halesworth, Suffolk

Postcode

IP19 8AD

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	Alison Britton	Chair		
2	Sheila Freeman			
3	Evelyn Lindqvist	Minutes secretary		
4	David Borer	Treasurer		
5	Nigel Frostick	Vice-Chair		
6	Julie Gulliver	Library Manager Ex-Officio Trustee		
7	Natalie Lloyd-Evans			
8	Yvonne Sandison			
9	Irene Thomas			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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)	Association
Trustee selection methods (eg. appointed by, elected by)	By election

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.

<p>New trustees are inducted in line with the guidance for such procedures as laid down by Suffolk Libraries Industrial and Provident Society Limited which manages Suffolk's public libraries service.</p> <p>Since it was established in 2013, the Friends of Halesworth County Library (like similar groups at all libraries in Suffolk) has been a member of Suffolk Libraries IPS Ltd. which is a member of Co-operatives UK. Rules state that objects shall be carried out "for public benefit in a manner that is conducive to the spirit and ethos of Co-operation".</p>
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Section C Objectives and activities

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

- | |
|---|
| <ul style="list-style-type: none"> • To advance the education of the general public in Halesworth, Suffolk and the surrounding area, in particular but not exclusively, by the provision of a lending library. • To advance education and to provide facilities in the interests of social welfare for recreational leisure time occupation with the objective of improving the conditions of life for the residents. |
|---|

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)

- Raising the profile of the Library through fundraising and by hosting educational and recreational events.
- Volunteer support of the Library helping to enable it to meet the needs of the community (see below for role of volunteers).
- The charity trustees have understood the guidance issued on public benefit and remain focused on what the charity was established to achieve as laid down in its objectives.

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.

For the period of the report volunteers were only able to do limited activities owing to the pandemic and lockdowns.

In normal conditions the following applies.

This is an essential part of our functioning.

We have a large group (currently approximately 45) of volunteers from among the Friends of Halesworth Library. Collectively they contribute a great deal of time to the Library (approximately 250 hours a month) on a regular basis. The scope of the service has grown beyond the tasks which paid staff are able to accomplish, and volunteers can take on routine library and administrative tasks. For example, they shelve the returned books and sound and vision items; they tidy the shelves and items for sale; they locate requested books and do general stock work; they unpack new books and process withdrawn stock.

Their contributions allow staff to run and promote the library and its services and to form local partnerships in the community.

Importantly too, the work by volunteers' releases time for staff to collaborate with other volunteers and with the Trustees to organise events and fundraise as described in section D of this report.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

PLANNED ACTIVITIES

We had planned a draft programme for April – November 2020, but obviously none of that happened. All 3 patrons were booked; we were going to revive our Library Quizzes and two dates were set; Suffolk Libraries had arranged musical events for libraries to host and we planned to have two – possibly partly using the new garden which we imagined might be ready by mid-summer. We were also planning a garden opening and social events out there. For children there would be a post-Reading Challenge entertainer, Halloween activities and the show from the Spinning Wheel Theatre. And more of our usual activities, and the usual fund raising via the Plant Sale, the stall at the Antiques Street Market, raffles etc.

Please see section E below for the garden project which was fully achieved

Section E

Financial review

Brief statement of the charity's policy on reserves

We continue to retain reserves in a separate bank account for unexpected contingencies.

Details of any funds materially in deficit

Not applicable.

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.

The charity's principal sources of funds

- Own fundraising, throughout the year
- Donations and bequests

How expenditure has supported the key objectives of the charity

In a year of limited activity (because of the Library being unable to open or when open, unable to function normally) the main activity was in supporting the design and development of a garden for community use in memory of Alison Hopkins (previous Library Manager who died in 2019).

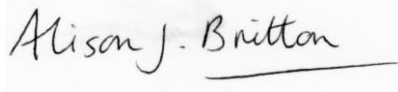
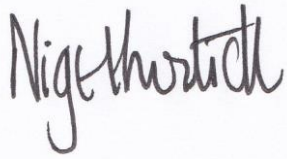
Section F**Other optional information**

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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)	Alison Jean Britton	Nigel George Frostick
Position (eg Secretary, Chair, etc)	Chair	Vice-Chair
Date	21 st January 2022	

Friends of Halesworth County Library
Registered Charity Number 1153765
Summary of Account for the year 1/4/2020 to 31/3/2021

Payments

Petty cash £ 195.93
Garden planting plans £ 155.00
Landscaping £ 10,821.05
Plants £ 545.37
Crafter's payments £ 291.35
Furniture £ 6,082.00
Notice boards £ 121.20
Newspapers £ 41.20
Miscellaneous £ 76.25
Total payments £ 18,329.35

Receipts

Ali's Garden Donations £ 8,509.50
Crafter's share £ 9.15
Craft commission £ 7.35
Bags £ 6.50
Glasses £ 9.98
Artists display £ 20.00
Poster display £ 20.00

HMRC Gift Aid £ 1,199.02
Savings account interest £ 14.56
Total receipts £ 9,796.06
Plus opening balance £ 43,275.10
£ 53,071.16
Less payments £ 18,329.35

Closing balance £ 34,741.81

FUND-RAISING AND EXPENSES FOR ALI'S GARDEN 2019-2021

Donations and grants

2019/20 £ 3,543.38
2020/21 £ 8,509.50
Total £12,052.88

Landscaping 1 £ 5,745.00
Landscaping 2 £ 5,076.05
Plants £ 547.37

Total £ 11,848.

HMRC Gift Aid

2019/20 £ 591.84
2020/21 £ 1,199.02

Total £ 1,790.86

Total received £ 13,843.74

Payments

Garden design £ 325.00
Planting plans £ 155.00

Balance remaining £ 1,995.32

Outstanding

Electrical work, some replacement
plants, commemorative plaques, and
mural.

