

## Report and Financial Statement

For the period 1 May 2021 — 30 April 2022

### Registration details

Debenham Library Foundation  
A Charitable Incorporated Organisation  
Registered Number 1154313  
School Corner,  
Debenham,  
Stowmarket,  
Suffolk IP14 6PL

### Trustees

Tony Hutt	Chair
Richard Blackwell	Treasurer
Maureen John	Nominee of Suffolk's Libraries IPS
Howard Simpson	
Pam Harling-Challis	

### Bankers

The Co-operative Bank,  
PO Box 240,  
Delf House,  
Southway,  
Skelmersdale,  
WWN8 6WT  
Main account: 089299 65674112 00

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### Introduction

#### **Report of the trustees for the year ending April 30, 2022**

The trustees are pleased to present their annual report together with the financial statement for the year ending April 30, 2022.

#### **Chair's report**

The year ending April 30, 2022 continued with Covid-19 restrictions until July 2021, but service to customers continued with appropriate precautions. Covid testing kits were stocked from May until December 2021 and a large number given out to residents from Debenham and surrounding villages and to staff in the School. Many residents had not visited the library before, so this was a useful publicity exercise, and for some periods the library was the only outlet for the testing kits

Events in the library continued to be curtailed for much of the year, but a fundraising event was held on 13 March 2022 for Suffolk Libraries Day in the Library and the School Hall, which raised over £500 for Suffolk Libraries.

A number of Community Group Meetings were attended by the Chair by Zoom or in person.

Publicity of the Library's and Friends' activities continues in Parish Magazines and websites in Debenham and a number of nearby villages, as well as our Facebook page and occasional posts in local Facebook groups.

#### **Structure, Governance and Management**

The DLF was initiated by a local library campaign group, and three of its members were asked to become the founding trustees. In order to ensure continued representation of other bodies, there are also nominated trustees. Three nominating bodies are named in the constitution: Sir Robert Hitcham Primary School, Suffolk's Libraries IPS and Debenham parish council.

The DLF is a Charitable Incorporated Organisation and its rules are laid down in the constitution which was approved by the Charity Commission in October 2013. This permits the trustees to appoint additional trustees or ask other community organisations to nominate trustees. These powers have not been used.

The Debenham Library Working Group was dissolved after the successful completion of the move of the library to its new premises in September 2016.

The trustees delegate work to a 'Debenham Library Friends Group' who are a group of volunteers who bring enthusiasm and support to the library whenever a fundraising event is being organized. The group are a Member Group of Suffolk Libraries and have a vote in the election of Suffolk Libraries board members and voting on motions.

The trustees oversee the Friends Group and review decisions, to ensure they meet the objectives of the foundation.

### Objectives

These are stated in the constitution to be: (and remain unchanged from last year)

- |     |   |   |
|-----|---|---|
| (1) | o advance the education of the general public in Debenham, Suffolk, and the surrounding area, in particular but not exclusively by the provision of a lending library.  | T |
| (2) | o further or benefit the residents of Debenham, Suffolk, and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other options 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 recreation leisure time occupation with the objective of improving the quality of life for residents. | T |

The trustees endeavour to ensure that there is a continuing free public library service in Debenham regardless of any further cuts in local authority spending. The new, larger premises have allowed greater use - especially by children - as well as room hire and fund-raising activities. This makes for greater sustainability should Suffolk Libraries reduce funding of the library.

Longer-term plans include the provision of all-age education programmes, events for various social groups and access to a wide range of services available to the public. No education classes were held during the period, but we continue to look for openings should the demand be present and suitable tutors available. We are limited by lack of parking spaces while the school is open (there is one disabled parking space only), so daytime classes cannot effectively be held during the week.

The library can also support economic development both with information and as a meeting place with full access to online and traditional sources.

The primary test for additional services will be community benefit but the trustees will also seek to establish income streams which help ensure a continuing library service.

### Performance and Achievements

Within the limitations of Covid-19 and subject to the policies from Suffolk Libraries, the library has been open for either full service or takeaway service, with appropriate safety precautions for customers and staff. Normal hours were maintained. We encourage customers to make use of the online ebooks and audiobooks, films and music. Local publicity has been maintained during the period. Customer numbers have now returned to pre-pandemic levels.

### Future Plans

We have scheduled in the next period a Heavy Metal Day (collection of scrap metal for recycling and revenue), Sunday Afternoon Teas (one incorporating the 10 year anniversary of Suffolk Libraries), a sponsored London-Brighton cycle ride, the Summer Reading Challenge, and involvement in Get Suffolk Reading.

### Foundation

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Showing films is still problematic owing to the School Hall being used as a classroom; also we need more volunteers to be involved in publicity, film selection, equipment setup, etc. However we are exploring the possibility of showing films at Debenham Leisure Centre instead.

	Balance Sheet at April 30, 2022	
<b>Fixed Assets</b>	£0	
<b>Current Assets</b>	£3953	
<b>Cash at bank</b>		
<b>Creditors</b>	£0	
<b>Net current assets</b>		£3953
<b>Restricted Funds</b>	£0	
<b>Unrestricted funds</b>	£3953	
		£3953
<b>Finance</b>		

	Income and expenditure 2021		
	Income	Expenditure	
Grant funding	£0		
Local events	£0		
Film Events	£0		
Donations	£0		
Total	£0		
Expenditure			
Film & Local event		£0	
Sundries/Garden		£351	
Telephone Kiosk		£389	
Net income	£-740		