



Trustees' Annual Report for the period

From

Period start date

To

Period end date

Day
1st
Month
February
Year 2021

Day
31
Month
January
Year
2022

Section A

Reference and administration details

Charity name

Walton Community Library

Other names charity is known by

None

Registered charity number (if any)

1154607

Charity's principal address

Charles Waterton House, 6 Almond Avenue

Walton

Wakefield

Postcode
WF2 6UA

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)

Colin Moran
Chair

1

Richard Hancock
Vice-Chair

2

Bryan Harvey
Treasurer

3

Peter Heigham
Secretary

4

Malcolm Wood

5

Jim Gervasio

6

Libby Hall

7

Meryl Smith

8

9

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

Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Independent Examiner

Brian Lister

Sandal, Wakefield, West Yorkshire

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

Library Manager – Rita Anderson

Section B management

Structure, governance and

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 Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected by rotation, in accordance with the Constitution, by members of the CIO at the Annual General Meeting (AGM)

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.

Having been unable to open to the public for most of the year due to the COVID-19 restrictions and the lease negotiations, we opened our doors on 1 December 2021. The lease was finally agreed and signed in February 2022, so we now have security for the next 25 years.

The expectation was for Wakefield Hospice to open their Bistro shortly after but in the event this has not happened yet. It is expected that the dress agency will be opened shortly followed by the Bistro in August.

Footfall is gradually increasing as people get to find their way to the new premises. Walton Primary Academy have had several classes coming up for a visit to hear stories and borrow books, more are promised and expected in the new term.

Section C

Objectives and activities

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

To advance education of the public of Wakefield in West Yorkshire and its environs, by the running and management of a community library and associated facilities for learning and individual skills development including the cultivation of art and arts activities and recreation and leisure activities for the benefit of the said residents.

2021, proved challenging with the library closed. However, several of the community activities it promotes, were able to continue. Although due to the lockdowns, activities have been limited. But special mention should be made of the following:

Our Nordic Walking group.
Cycling groups - both for Beginners and Experienced riders.
Several ukulele groups.
Holiday Reading Challenge for the children of the village primary school,
Seven residents attended a Creative Writing workshop, facilitated by Stephen Brennan, as part of the Word Fest event held 3rd March in St Paul's church.
Monthly Book Club on Zoom
The library community choir was able to resume its rehearsals indoors, thanks to the Methodist Chapel - having previously been singing in the Social Club car park!
The annual photo shoot competition went ahead with the winning pictures selected online by members of the public and used in the library calendar for 2022.
We also took part in the village Scarecrow Competition, recruiting the new Waterton Green residents alongside existing residents from the village to knit colourful squares to adorn a stunning Elmer the Elephant.

Since opening in December, we have held a Christmas Carol concert at the Methodist Chapel.
We have had three classes of school children (90 in total) visit us and each taking a book to read.
Arranged for the Phoenix Brass Band to perform for the residents at the Sports & Social Club.
And we have restarted the children's Chess Club.

The library has four public computers and provides a printing, photocopying, and laminating service along with a children's play area stocked with toys, books, and jigsaws.

We have had numerous new members join the library several of whom have offered their services as volunteer helpers.

The Trustees are mindful of their compliance obligations as trustees of a CIO regarding its governance and financial reporting and with regards to the public benefit obligation. The Trustees have fully considered the guidance on public benefit as issued by the CC in overseeing our work over the current financial year

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)

Additional details of objectives and activities (Optional information)

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

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

Walton Community Library does not make any grants.

We do not invest any assets in a policy Programme Related Investment.

Volunteers have still played a significant and essential role in running the activities and have kept the spirit of the library alive within the village until we were able to move into our new premises.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Although the library closed its doors at the end of March 2020 its members have continued to support its activities. Whether it be virtually (Book Club) by Skype or Zoom or in person via rehearsing in a cold and draughty car park (choir). The children still had their Reading Challenge thanks to the loan of the Methodist church hall. The Nordic Walking groups continue to meet with fewer numbers and socially distancing as did the cyclists.

The village continued to pull together and in December 2021 we moved into our new premises and normal services have now resumed.

A 25-year lease has been signed, and Walton Community Library officially have a new home at Charles Waterton House 6, Almond Avenue, Walton, Wakefield WF2 6UA.

Section D

Achievements and performance

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees have agreed to maintain a reserve of £10,000 which is reviewed annually. The reserve is equivalent to one year's operating costs.

Details of any funds materially in deficit

We do not have any funds in deficit.

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.

Once again, our income stream was affected by the various lockdowns and the public's concern over covid. The choir continued to function by Zoom and outdoor rehearsals with the usual Monday rehearsals later in the year. They raised a net £400. The Walton Calendar was produced and with increased sales and the continued generous support of our sponsors raised £1510. We were able to put the Brass Band concert on, which Barclays Bank fund matched, and this made a net £575. The main source of income was a very generous anonymous donation of £5000, towards the open garden project.

Expenditure has been used solely for running the Library and funding the recreational and arts activities organised by the Library, for the benefit of Library members and the residents of Walton.

Investment policy is to keep reserve funds on deposit with a UK Clearing Bank covered by the FSCS.

Section F

Other optional information

Following the ending of the COVID-19 restrictions and the successful negotiations for the lease of the new premises, we were able to open to the public on 1 December 2021. Since then footfall has gradually increased as more people become aware of the new address.

We hope that when the Wakefield Hospice bistro opens in the near future, that this will generate even more visitors.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Colin Moran	Peter Heigham
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Position (eg Secretary,
Chair, etc)

Chair	Secretary
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Date

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Appendix A - Organisation

Main Committee

8 Trustees

Manager

1 Library Manager

Membership

21 Charity Members

Sub-committees

Events and activities

Operations

Volunteers

33 Regular volunteers



Receipts and payments account

For the period from	Period start date 1st February 2021`	To	
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Library Generated	76	-	-
Activities	2,248	-	-
Events and Fundraising	8,434	-	-
Appeal	443	-	-
Grant	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	11,201	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	11,201	-	-
A3 Payments			
Managers Fees	2,981	-	-
Library	2,318	-	-
Activities	1,893	-	-
Events and Fundraising	865	-	-
Wifi	859	-	-
Appeal	639	262	-
	-	-	-
	-	-	-
	-	-	-
Sub total	9,554	262	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	9,554	262	-
Net of receipts/(payments)	1,647	262	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	24,486	-	-
Cash funds this year end	26,133	262	-

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Bank Account	25,866
	Petty Cash	5
		-
	Total cash funds	25,871
	(agree balances with receipts and payments account(s))	Agreement Error
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
	Computers	2500
	Stock of Books	4000
	Fixture & Fittings	5000
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on
behalf of all the trustees

Signature

Print N

o (if any)
154607

ounts

Period end date
31st January 2022

CC16a



Total funds

Last year

to the nearest £

to the nearest £

76	368
2,248	1,293
8,434	2,691
443	6,189
-	1,500
-	-
-	-
-	-
11,201	12,041

-	
-	-
-	-
11,201	12,041

2,981	4,085
2,318	1,655
1,893	664
865	712
859	208
901	3,234
-	-
-	-
-	-
9,816	10,558

-	
-	
-	-
9,816	10,558

1,385	1,483
-	-
24,486	23,003
25,871	24,486

the period

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
Agreement Error	OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

lame	Date of approval