



Trustees' Annual Report for the period

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|-------------|-------------------|-------------------|--------------|-----------|-----------------|------------------|--------------|
| From | Period start date | | | To | Period end date | | |
| | Day 1st | Month February | Year 2022 | | Day 31 | Month January | Year 2023 |

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

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) |
|----|----------------|-----------------|-----------------------------------|---|
| 1 | Colin Moran | Chair | | |
| 2 | Bryan Harvey | Treasurer | | |
| 3 | Peter Heigham | Secretary | | |
| 4 | Malcolm Wood | | | |
| 5 | Jim Gervasio | | | |
| 6 | Libby Hall | | | |
| 7 | Meryl Smith | | | |
| 8 | Maureen Penney | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
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Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|--------------|-----------------------------------|
| 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 Structure, governance and management

Description of the charity's trusts

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|---|--|
| 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.

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.

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)

The official Grand Opening of the Library took place weekend 25th / 27th March at Charles Waterton House. Everyone was invited. There was a programme of events including a special appearance of musician and author Joanne Harris and her band and activities for the children.

The following weekly activities continued throughout the year:

Nordic Walking group

Cycling groups - both for Beginners and Experienced riders.

'Walton Singers' library community choir with approx. 30 members

Toddlers group

Childrens chess club

Bridge club

Talk, Laugh and Craft

Book club - Monthly

Third Thursday Topic including stamp collecting, 'Going for Gold at Chelsea' and an evening with Ash Wood renowned saxophonist.

Other activities we have undertaken included willow weaving, wreath making, whist evenings, wine tasting.

Organised the Holiday Reading Challenge (theme - mini beasts). We extended participation this year to include children attending schools other than Walton Primary Academy.

Entered the Scarecrow competition with 'Paddington Bear visits The Queen.'

Word Fest – A talk by Barbara Phipps on 'The life and times of Charles Waterton' 60 residents in attendance (the majority from the new housing development)

The annual photo shoot competition went ahead with the winning pictures selected by members of the public and used in the library calendar for 2023.

Craft fair held at the Sports & Social Club in November enabling local crafters to display their wares.

Arranged for the Phoenix Brass Band to perform for the residents in December.

Also organised for three classes of school children (90 in total) to visit the library on a regular basis and take books away to read.

General Library Services:

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.

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

The library has worked hard to retain its original library members but also to attract new members and volunteers to their new premises.

We have built on the existing activities we already deliver.

2nd June was the Queens Jubilee. We assisted in an outdoor family picnic held on the local recreational ground. Nicknamed Party in the Park - a picnic box with complementary food was provided. Games for children were organised, and music by the local ukulele band, the Walton Singers, Ali Bullivant (singer) and a dance troupe were all provided free of charge for everyone's entertainment. Approx attendance 250.

Open Gardens: 22 gardens opened on Sunday 3 July and played host to hundreds of visitors from across West Yorkshire. We received many positive comments with the variety of gardens proving to be of particular interest. Live music provided by Ali Bullivent, Walton Singers and the Wakeylele Band added to the enjoyment of the day. Over 50 volunteers including gardeners, their friends and family all contributed to the success of the day.

Welcomed Wakefield Hospice Bistro to Charles Waterton House. Who

Section D

Achievements and performance

now share the space on the ground floor with Walton Community Library.

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.

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

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 |
|-------------|---------------|

Position (eg Secretary, Chair, etc)

Chair

Secretary

Date

| |
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Appendix A - Organisation

Main Committee

8 Trustees

Manager

1 Manager of Library Operations

Membership

21 Charity Members

Sub-committees

Events and activities
Operations

Volunteers

33 Regular volunteers

Date of ⁵ 11/11/11

Section A

Independent Examiner's Report

Report to the trustees/members

WALTON COMMUNITY LIBRARY

On accounts for the year ended

3 1 0 1 2 3

Charity no (if any)

1 1 5 4 6 0 7

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of 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 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.

Independent examiner's statement

that disclosed below*):

(1) which gives me reasonable cause to believe that in, any material requirements:

- to keep accounting records in accordance with section 130 Charities Act;
- to prepare accounts which accord with the accounting records

(2) to which, in my opinion, attention should be drawn 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

B Lister

Date

4/3/2023

Name

BRIAN LISTER

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

Address

4 WENTWORTH WAY

SANDAL

WAKEFIELD

WEST YORKSHIRE

WF2 6QX

Annual General Meeting 24th October 2023

These cover the period 1st February 2022 to 31st January 2023.

Charities Commission and approved by the Trustees.

adopted a policy of having an independent examination, irrespective of income level.

The examiner's certificate is attached to the accounts and there are no areas of concern.

£214 increasing the year end balance to £26,085

previous years accounts.

The Craft Fair proved a hit once again and raised £1,024.70.

The Walton Calendar sold well and with the generous support of our sponsors made £1,610

The Choir contributed a net £581.

Barclays Bank fund matched the Brass Band Concert which made £370 and we held 8 Third

We received a generous grant from the parish Council towards the appeal made in 2022.

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|--------------------------|--------|
| Managers Fees | £5,398 |
| Items bought from appeal | £3,024 |

| | |
|------------------|--------|
| Cleaning | £1,530 |
| Photocopier | £1,135 |
| Insurance | £769 |
| Wifi & Telephone | £748 |

success. We are still heavily reliant upon Open Gardens and we are exploring ways to increase income in alternative years to Open Gardens.

for all their hard work organising and running the various events and activities. Also thanks to all the members and sponsors that have supported the Library throughout the year, not

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