



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month February	Year 2023		Day 31	Month January	Year 2024

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)
1	Colin Moran	Chair		
2	Bryan Harvey	Treasurer		
3	Peter Heigham	Secretary		
4	Libby Hall			
5	Meryl Smith			
6	Maureen Penney			
7	Malcolm Wood		1/2/2023 – 30/11/2023	
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 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)	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.

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 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

Bridge club

Talk, Laugh and Craft

Monthly events:

Book Club

Whist Drive 2nd & 4th of the month

Wine Evenings 1st & 3rd

Ad Hoc events

Quiz's

Flower arranging

Children's Easter craft morning

Bunny Trail

Tracy Batty 'Book Signing' in the library

Linda Philips, Soroptimist, again used the library to highlight their organisation.

'Plant a Poem' workshop by Jan Sargent to raise awareness of Parkinsons Disease.

Organised 5k adult Fun Run at Walton Colliery Park- Legging it for the library which included a ¼ mile children's fun run. Everybody received a medal.

Coronation Party – Library supported Walton Parish Council and Working4Walton on the delivery of the Coronation celebrations. Loaned out the library sound system and the library choir performed on the day.

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

Organised the Holiday Reading Challenge (theme – Creepy House). 41 children completed from Walton Primary Academy, and 13 from nearby schools, each reading six books during the holidays.

Entered the Scarecrow competition with 'Mary Poppins'

Word Fest – 'Beyond Words' Martin's Circus Skill's. Activities included spinning plates, balloons, feathers, diabolos, flower sticks and rings. 38 people attended.

The annual photo shoot competition went ahead with the winning pictures selected by members of the public and used in the library calendar for 2024.

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 along with the Christmas Choir Concert.

On 11th January 2024 Karen Wright (from Bake Off) gave a talk on her new book and demonstrated how to cook in a caravan.

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 the library.

We have built on the existing activities we already deliver.

Work Experience with 2 students went incredibly well. Both were keen and eager to learn. They picked up library operations quickly and were an immense help with setting up the Reading Challenge. They mixed well with the volunteers and hopefully left feeling they had accomplished something during their time with us. Both schools contacted us to

Section D	Achievements and performance
	<p>express their gratitude to the library for taking them.</p> <p>Our Duke of Edinburgh Award student has now completed and has continued to work with us as an assistant library volunteer.</p> <p>The inaugural Fun Run was an overwhelming success. It proved to be an excellent day out for the family. The weather was kind to us and everyone who attended appeared to have an enjoyable time. With many runners achieving personal bests.</p> <p>We also held our first Ceilidh in September at the Sports and Social Club, with a live band, which was a sell-out.</p>

Section E	Financial review
<p>Brief statement of the charity's policy on reserves</p>	<p>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.</p>
<p>Details of any funds materially in deficit</p>	<p>We do not have any funds in deficit.</p>
<p>Further financial review details (Optional information)</p> <p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> 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. 	<p>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.</p> <p>Investment policy is to keep reserve funds on deposit with a UK Clearing Bank covered by the FSCS.</p>

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

Appendix A - Organisation

Main Committee
7 Trustees

Manager
1 Manager of Library Operations

Membership
24 Charity Members

Sub-committees
Events and activities
Operations

Volunteers
23 Regular volunteers



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
WALTON COMMUNITY LIBRARY

No (if any)
1154607

CC16a

Receipts and payments accounts

For the period from	Period start date 1st February 2023	Period end date 31st January 2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Library Generated	933	-	-	933	1,313
Activities	10,543	-	-	10,543	3,623
Events and Fundraising	6,566	-	-	6,566	13,910
Appeal	-	-	-	-	1,000
Donation	-	-	-	-	500
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	18,042	-	-	18,042	20,346
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,042	-	-	18,042	20,346
A3 Payments					
Managers Fees	5,133	-	-	5,133	5,398
Library	4,960	-	-	4,960	5,951
Activities	5,221	-	-	5,221	3,100
Events and Fundraising	2,872	-	-	2,872	2,659
Appeal	100	-	-	100	3,024
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	18,286	-	-	18,286	20,132
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	18,286	-	-	18,286	20,132
Net of receipts/(payments)	- 244	-	-	- 244	214
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,085	-	-	26,085	25,871
Cash funds this year end	25,841	-	-	25,841	26,085

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	25,829	-	-
	Petty Cash	12	-	-
		-	-	-
	Total cash funds	25,841	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Computers	500	-	-
	Books	4000	-	-
	Fixture and Fittings	4000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		COLIN MORAN		
		PETER HEIGHAM		



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

WALTON COMMUNITY LIBRARY

On accounts for the year
ended

31st JANUARY 2024

Charity no
(if any)

1154607

Set out on pages

1/2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st JANUARY 2024.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

14/2/2024

Name:

BRIAN LISTER

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

Address:

4 WENTWORTH WAY

SANDAL WAKEFIELD

WEST YORKSHIRE WF2 6PV

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 brief details of any items that the examiner wishes to disclose.

Walton Community Library

Annual General Meeting 14th May 2024

Treasurers Report for the year ending 31st Jan 2024.

Annual Accounts

See attached:

These cover the period 1st February 2023 to 31st January 2024.

The accounts have been prepared on a receipts and payment basis as recommended by the Charities Commission and approved by the Trustees.

Whilst the level of income does not necessitate an Independent Examination, the Trustees have 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.

In summary, total income for the year was £18,042 against expenditure of £18,286 a deficit of £244 giving a year end balance of £25,841.

Income

The inaugural Fun Run produced a net profit of £1667.

The Craft Fair proved a hit once again and raised £797

The Walton Calendar sold well and with the generous support of our sponsors made £1,355

The Choir contributed a net £1,610.

Barclays Bank fund matched the Brass Band Concert which made £604.

We held 5 of the popular Wine Tastings which brought in £996 and the 3 Quiz events made £417.

Two Concerts at St Pauls from the Walton Singers were sell outs and brought in £422 and our first Ceilidh made £277.

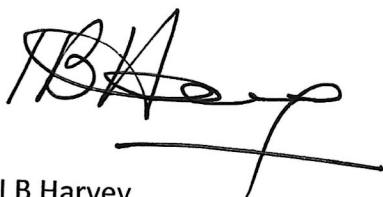
Expenditure

Main Items were:

Managers Fees	£5,133
Cleaning	£1,680
Photocopier	£730
Insurance	£850
Wifi & Telephone	£717

We have now settled into our new home and both old and new activities are taking place. This year we are holding the Open Garden event and profit from that should give us financial stability for the immediate future.

I would like to thank Rita Anderson our Library Manager for her hard work and dedication in making the Library the success it is today. A big thank you to our volunteers who keep the Library open and to members of the various committees for their hard work organising and running the events and activities. Also thanks to all our sponsors that have supported the Library throughout the year, not forgetting Colin, our Chairman and my fellow Trustees.

A handwritten signature in black ink, appearing to read 'I B Harvey', with a long horizontal flourish extending to the right.

I B Harvey
Treasurer