



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From April 2024 Period start date **To March 2025** Period end date

Charity name: Little Chalfont Community Library

Charity registration number: 1154802

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To advance the education of the Public by the provision of a Lending Library Service for the benefit of the local residents. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Book lending, jigsaw lending, printing and photocopying, Public PC access, film nights, scrabble club, duplo club, Knit & Knatter, Book clubs |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | Confirmed. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|---|
| Policy on grant making | Para 1.38 | The Library is funded by a combination of Grants, donations and fund raising activities. Grants are requested from Buckinghamshire Council and Little Chalfont Parish Council. Further Grants are requested from various bodies. The Library does not itself provide Grants. |
| Policy on social investment including program related investment | Para 1.38 | N/A |
| Contribution made by volunteers | Para 1.38 | The Library is run by Volunteers, without whom the Library would not be able to function. The majority of the Trustees are also Volunteers and the Library shifts are all filled by Volunteers. |

| | | |
|-------|--|--|
| Other | | |
|-------|--|--|

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>For a local population of 6,500 the Library has an annual footfall approaching 20,000. The Library provides a 'Warm Space' and encourages reading.</p> <p>54% of the books loaned are taken out by children and new books are bought every month for the children's section, fiction, non-fiction and large print books.</p> <p>The Library also runs a weekly Community Café for those who are lonely, new to the area or who would just like tea/coffee, cake and a chat.</p> <p>A lovely Library which is much loved by the local Community.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | The Library achievement can be measured by its footfall. Post Covid footfall figures have increased year on year and annual footfall for 2025 again saw an increase in footfall. |
| Performance of fundraising activities against objectives set | Para 1.41 | Fundraising is required to ensure income is greater than expenditure. Old or unwanted books are sold through a third party, other books are sold in the Library, we have book sales, jigsaw sales and various other sales to raise money as well as the annual Library Quiz night. |
| Investment performance against objectives | Para 1.41 | N/A |
| Other | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The Library is in a strong position with Reserves of £50,000 and other monies of just over £50,000. Annual expenditure is approximately £20,000 per annum. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The Library has a Reserves Policy and Reserves of £50,000. If the Library was forced to close £40,000 of the Reserves would allow a two year closedown period. A further £10,000 Reserve is held for any unforeseen major expenditure (roof replacement, legislation requiring electrical replacement etc) |
| Amount of reserves held | Para 1.22 | £50,000 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Grant – Buckinghamshire Council Grant – Little Chalfont Parish Council Fundraising (book & jigsaw sales, Annual Quiz night, various groups such as Knit & Knatter, Scrabble club, duplo club and Film nights) Other Grants as applied for by the Library Trustees Donations Book sales Library charges (printing, photocopying etc.) |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A |
| A description of the principal risks facing the charity | Para 1.46 | Principal risk is removal of funding from Buckinghamshire Council or Little Chalfont Parish Council. The Grant Agreement with Buckinghamshire Council is fixed until 31 March 2027 whereas the Parish Council grant is determined annually. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (1154802) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees can only be appointed by the Chairman and Secretary of the Library. Interviews are held with prospective Trustees prior to nomination. If nominated the prospective Trustees are proposed to the Trustees who vote accordingly. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | All Trustees are provided with the Volunteers Induction Pack which provides an overview of the Library activities. Further induction is determined by any particular speciality they may have (finance, equipment/electrical knowledge etc). |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The Library is a stand-alone entity and is governed by Trustees (Chairman, Secretary, Treasurer and other Trustees). The Trustees are responsible for income and expenditure, projects and liaison with various bodies. The Library is managed on a day by day basis by a three person management team who organise rotas, displays etc and can purchase items up to £100 in value without requiring Trustee approval. No staff are employed. |
| Relationship with any related parties | Para 1.51 | N/A |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|-----------------------------------|
| Charity name | Little Chalfont Community Library |
| Other name the charity uses | |
| Registered charity number | 1154802 |

| | |
|-----------------------------|---|
| Charity's principal address | Little Chalfont Community Library Cokes Lane Little Chalfont HP7 9QA |
| | |

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 | Alan Graham Yellowley | Chairman | | Alan Graham Yellowley |
| 2 | Jon Fantes | Secretary | | Jon Fantes |
| 3 | Julia Hughes-Morgan | Treasurer | | |
| 4 | Rowland Buck | | | |
| 5 | Rohan Dale | | | |
| 6 | Michael Richardson | | | |
| 7 | David Wolstenholme | | | |
| 8 | Geraldine Newman | Library Manager | 19.12.24 to 5.4.25 | |
| 9 | Gill Hudgell | Library Manager | 19.12.24 to 5.4.25 | |
| 10 | Wendy Yellowley | Library Manager | 19.12.24 to 5.4.25 | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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

Other optional information

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

Declarations

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

Signed on behalf of the charity's trustees

| | | |
|--|-------------------------------|--|
| Signature(s) | A G YELLOWLEY | |
| Full name(s) | Alan Graham Yellowley | |
| Position (eg Secretary, Chair, etc) | Chairman | |
| Date | 13 th January 2026 | |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Little Chalfont Community Library

On accounts for the year
ended

5 April 2025

Charity no
(if any)

1154802

Set out on pages

One

(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 05/04/2025.

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:

Date:

12/1/2026

Name:

H R Thomas

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

ACA (Retired)

Address:

Tamlan House

Loudhams Wood Lane

Chalfont St Giles Bucks HP8 4AR

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.



| | | |
|---------------------------------------|-------------------|-----------------|
| Charity Name | No (if any) | |
| Little Chalfont Community Library | 1154802 | |
| Receipts and payments accounts | | CC16a |
| For the period from | Period start date | Period end date |
| | 6-Apr-24 | To 5-Apr-25 |

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Regular Donations | £2,652.00 | - | - | 2,652 | 2,351 |
| One off Donations | £1,265.00 | - | - | 1,265 | 741 |
| Council Grants | £10,100.00 | - | - | 10,100 | 10,708 |
| Other Grants | £5,500.00 | - | - | 5,500 | 5,000 |
| Fund Raising | £2,941.46 | - | - | 2,941 | 1,896 |
| Film Nights, Knit & Knatter, Scrabble | £2,520.00 | - | - | 2,520 | 2,387 |
| Library Hire | £1,305.00 | - | - | 1,305 | 365 |
| Counter Takings | £3,290.07 | - | - | 3,290 | 4,099 |
| Interest / Gift Aid | £5,998.69 | - | - | 5,999 | 1,822 |
| | - 0 | - | - | - | - |
| Sub total(Gross income for AR) | 35,572 | - | - | 35,572 | 29,370 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - 0 | - 0 | - 0 | - | - 0 |
| Sub total | - 0 | - 0 | - 0 | - | - 0 |
| Total receipts | 35,572 | - 0 | - 0 | 35,572 | 29,370 |
| A3 Payments | | | | | |
| Utilities | 6,893 | - | - | 6,893 | 4,768 |
| Books etc | 9,201 | - | - | 9,201 | 9,306 |
| Maintenance | 1,646 | - | - | 1,646 | 3,472 |
| Insurance | 824 | - | - | 824 | 797 |
| Internal Projects | 153 | - | - | 153 | 40 |
| Photocopier | - 0 | - | - | - | - |
| food, cleaning stationery etc | 2,238 | - | - | 2,238 | 2,313 |
| IT charges | 403 | - | - | 403 | 70 |
| Fund raising costs | 903 | - | - | 903 | 952 |
| Bank charges | 96 | - | - | 96 | 96 |
| Sub total | 22,359 | - | - | 22,359 | 21,814 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - 0 | - 0 | - 0 | - | - |
| Sub total | - 0 | - 0 | - 0 | - | - 0 |
| Total payments | 22,359 | - 0 | - 0 | 22,359 | 21,814 |
| Net of receipts/(payments) | 13,213 | - | - | 13,213 | 7,556 |
| A5 Transfers between funds | - 0 | - | - | - | - |
| A6 Cash funds last year end | 103,881 | - | - | 103,881 | 96,325 |
| Cash funds this year end | 117,094 | - | - | 117,094 | 103,881 |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|----------------------|--|--------------------|------------------|-----------------|
| | | to nearest £ | to nearest £ | to nearest £ |
| B1 Cash funds | Treasurers Account | 2,979 | - | - |
| | Business money manager | 11,552 | - | - |
| | Hampshire Trust Bank accounts | 20,000 | - | - |
| | Bonds - United Trust Bank | 82,527 | - | - |
| | Petty cash | 37 | - | - |
| | Total cash funds | 117,094 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | | Unrestricted funds | Restricted funds | Endowment funds |
|---|-------------|---------------------------------|-----------------------|--------------------------|
| | | to nearest £ | to nearest £ | to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| 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) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| 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 | |
| | Julia H. P. | JULIA HUGHES-MORGAN | 12/1/26 | |
| | | | | |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Little Chalfont Community Library

On accounts for the year
ended

5 April 2025

Charity no
(if any)

1154802

Set out on pages

One

(remember to include the page numbers of additional sheets)

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

Signed:

Date:

12/1/2026

Name:

H R Thomas

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

ACA (Retired)

Address:

Tamlan House

Loudhams Wood Lane

Chalfont St Giles Bucks HP8 4AR

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



| | | | | |
|-----------------------------------|-------------------|-------------|-----------------|-------|
| Charity Name | | No (if any) | | CC16a |
| Little Chalfont Community Library | | 1154802 | | |
| Receipts and payments accounts | | | | |
| For the period from | Period start date | To | Period end date | |
| | 6-Apr-24 | | 5-Apr-25 | |

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
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| Library Hire | £1,305.00 | - | - | 1,305 | 365 |
| Counter Takings | £3,290.07 | - | - | 3,290 | 4,099 |
| Interest / Gift Aid | £5,998.69 | - | - | 5,999 | 1,822 |
| | - 0 | - | - | - | - |
| Sub total(Gross income for AR) | 35,572 | - | - | 35,572 | 29,370 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - 0 | - 0 | - 0 | - | - 0 |
| Sub total | - 0 | - 0 | - 0 | - | - 0 |
| Total receipts | 35,572 | - 0 | - 0 | 35,572 | 29,370 |
| A3 Payments | | | | | |
| Utilities | 6,893 | - | - | 6,893 | 4,768 |
| Books etc | 9,201 | - | - | 9,201 | 9,306 |
| Maintenance | 1,646 | - | - | 1,646 | 3,472 |
| Insurance | 824 | - | - | 824 | 797 |
| Internal Projects | 153 | - | - | 153 | 40 |
| Photocopier | - 0 | - | - | - | - |
| food, cleaning stationery etc | 2,238 | - | - | 2,238 | 2,313 |
| IT charges | 403 | - | - | 403 | 70 |
| Fund raising costs | 903 | - | - | 903 | 952 |
| Bank charges | 96 | - | - | 96 | 96 |
| Sub total | 22,359 | - | - | 22,359 | 21,814 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - 0 | - 0 | - 0 | - | - |
| Sub total | - 0 | - 0 | - 0 | - | - 0 |
| Total payments | 22,359 | - 0 | - 0 | 22,359 | 21,814 |
| Net of receipts/(payments) | 13,213 | - | - | 13,213 | 7,556 |
| A5 Transfers between funds | - 0 | - | - | - | - |
| A6 Cash funds last year end | 103,881 | - | - | 103,881 | 96,325 |
| Cash funds this year end | 117,094 | - | - | 117,094 | 103,881 |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|----------------------|--|--------------------|------------------|-----------------|
| | | to nearest £ | to nearest £ | to nearest £ |
| B1 Cash funds | Treasurers Account | 2,979 | - | - |
| | Business money manager | 11,562 | - | - |
| | Hampshire Trust Bank accounts | 20,000 | - | - |
| | Bonds - United Trust Bank | 82,527 | - | - |
| | Petty cash | 37 | - | - |
| | Total cash funds | 117,094 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | | Unrestricted funds | Restricted funds | Endowment funds |
|---|-------------|---------------------------------|-----------------------|--------------------------|
| | | to nearest £ | to nearest £ | to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| 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) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| 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 | |
| | Julia H. P. | JULIA HUGHES-MORGAN | 12/1/26 | |
| | | | | |