

# CYMER AFAN COMMUNITY LIBRARY

England & Wales · Charity number 1157765

## Details

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**Other names** FRIENDS OF CYMMER AFAN COMMUNITY LIBRARY

**Status** Registered

**Legal form** CIO

**Registered** 2014-07-08

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Cymer Afan Community Library  
Station Road  
Cymmer  
Port Talbot  
West Glamorgan  
SA13 3HR

**Phone** 01639850505

**Email** [enquiries@cymmercommunitylibrary.org](mailto:enquiries@cymmercommunitylibrary.org)

**Website** [www.cymmercommunitylibrary.org](http://www.cymmercommunitylibrary.org)

## Activities

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**Objects:** TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE ELECTORAL WARD OF CYMMER AND THE SURROUNDING AREAS THE PROVISION OF FACILITIES FOR EDUCATION, RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF THE SAID INHABITANTS.TO ADVANCE EDUCATION OF THE PUBLIC IN ELECTORAL WARD OF CYMMER AND SURROUNDING AREAS GENERALLY, BY THE RUNNING AND MANAGEMENT OF A COMMUNITY LIBRARY FOR THE BENEFIT OF THE SAID RESIDENTS.

**Activities:** Our core purpose is to provide library services to the community of the Upper Afan Valley - lending books, CDs and DVDs, providing newspapers, 5 public computers with wi-fi & internet access, printing and photocopying. We also plan to develop other uses for the building - to turn the library into a Hub for Community - a multi-purpose community facility with a cafe, meeting space and classes.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Recreation
- **Who:** The General Public/mankind

## Geography

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- Neath Port Talbot

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£174,881	£134,881	-	-
2024-03-31	£92,527	£113,062	-	-
2023-03-31	£127,747	£183,772	-	-
2022-03-31	£263,000	£202,000	-	-
2021-03-31	£78,631	£63,568	-	-

## Trustees

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Name	Role	Appointed
Alison White		2014-06-06
LAUREN ROBERTS		2014-03-03
MELANIE EMMETT		2014-03-03
Rosemary Ruth Roche		2024-01-31

**CYMER AFAN COMMUNITY LIBRARY**

England & Wales - Charity number 1157765

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# Accounts

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## Cymer Afan Community Library Trustees' Annual Report for the period

from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

### Section A Reference and administration details

Charity name

Registered charity number

Charity's principal address   
  
  
**Postcode**

#### Names of the charity trustees:

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Rosey Roche	Chair	From 9 <sup>th</sup> September 2024
2	Mel Emmet	Chair	Until 9 <sup>th</sup> September 2024
3	Lauren Roberts		
4	Alison White	Membership Secretary	
5	Helen Gardner	Treasurer	Resigned 15 <sup>th</sup> July 2024
6	Len Nicolas		25 <sup>th</sup> June to 9 <sup>th</sup> September 2024
7	Sian Paul		Term of office ended 27 <sup>th</sup> Nov. 2024
8	Richard Milner		15 <sup>th</sup> July to 2 <sup>nd</sup> August 2024

#### Names and addresses of advisers

Type of adviser	Name	Address
<b>Interim Treasurer</b>	Bob Chapman	From 15 <sup>th</sup> July 2024.
<b>Bank</b>	TSB Bank	19 Talbot Street, Maesteg, CF34 9BS
<b>Accountant</b>	The Chartwell Practice	4 St Pauls Square, Burton on Trent, DE14 2EF
<b>Solicitors</b>	Hutchinson Thomas	Pendrill Court, 119 London Road, Neath, SA11 1LF
<b>Architect</b>	Kevyn Davies BA(Hons) BArch RIBA ARB	Red Kite Homes, Llys-Y-Coed, Cornish Row, Cwmafan, Port Talbot, SA12 9YB

### Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document	Constitution – adopted 3 <sup>rd</sup> March 2014, amended 20 <sup>th</sup> October 2017, 15 <sup>th</sup> July 2021 and 15 <sup>th</sup> November 2023.
How the charity is constituted	Charitable Incorporated Organisation
Trustee selection methods	Trustees are elected from the membership at Annual General Meetings for a three-year term with a third of trustees retiring at each AGM. They can also be

appointed until the next AGM by existing trustees between annual general meetings. In 2024-25 the Trustees met 14 times.

## Additional governance issues

Trustees have been supported throughout the year by the Neath Port Talbot Community for Voluntary Service.

Trustees have adopted a suite of policies to guide our operations and practice. A regular review programme keeps these policies up to date.

Trustees continue to consider major risks to their business as part of the Strategic Planning process. To take account of the significant changes to our work in the last two years and to secure the ongoing security of the Library, a complete review of our Strategic Plan is planned.

There were no complaints received during the year.

## Section C Objectives and activities

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

#### *“Bringing the Community Together & Encouraging Reading”*

Our vision is of a community space for all those who live or work in, or visit, the Upper Afan Valley where we can build on our core services and respond positively to the needs of our communities.

Our Mission is:

- to provide a hub for the community - a space to support both individual well-being and community cohesion – fostering equal opportunities, and being the first choice point of access to sources of information, advice and guidance, and
- to promote literacy, education and culture in the Upper Afan Valley, encouraging a love of books and learning in people of all ages.

Our current objects are:

- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause ‘socially excluded’ means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

- To promote for the benefit of the inhabitants of the electoral ward of Cymmer and the surrounding areas the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
- To advance education of the public in electoral ward of Cymmer and surrounding areas generally, by the running and management of a community library for the benefit of the said residents.

Our overall approach to developing our community library has two major strands. We will:

- build on our core purpose of providing library services to the community of the Upper Afan Valley; and
- develop other uses of the building, Library Plus!, in keeping with that core purpose which will contribute towards the development of the library as a Community Hub - a multi-purpose community facility.

### Summary of the main activities

During the 2024-25 year the library and tea-room have been open for 32 hours a week with additional activities averaging 8 hours a week outside of those hours, such

**undertaken for the public benefit in relation to these objects**

as the crochet club, film shows, art class, yoga class, dance aerobics, psychology evening class and the introduction of the NPT Mobile Foot Clinic. Other regular activities included the book club, a Digital Inclusion Drop-In service, a Dementia Hwb, Citizens Advice drop-in session, parent & baby group, Communities for Work and Employment Support drop-in sessions. We also supported a Home Education Network.

The Food Bank continued to operate every Friday and remains available to anyone who needs it. The Pantry, our social supermarket, opens three times a week on Monday and Friday afternoons and Saturday mornings. We are members of the Independent Food Aid Network and work in partnership with FareShare to distribute surplus supermarket food.

To use the Pantry users, make a small payment of £5.00 in return for some choice over the ten items of food they receive. This is to reduce the stigma attached to being the recipient of charity from the food bank and also promotes a feeling of being a customer with some limited choice. The Pantry membership continues to increase and on 31<sup>st</sup> March 2025 stood at 190. Our experience is that people often need to use the food bank for several weeks but then either drop out or move on to the Pantry.

From mid-December 2024 to the end of March 2025, we opened a Warm Space for the third-year running, providing additional opening hours in response to the cost-of-living crisis and the high cost of energy, so that anyone could enjoy free hot drinks and snacks and a range of activities including games evenings, quiz nights, pizza making, pancake decorating and Welsh cake making. A small grant enabled us to employ two Warm Space Supervisors to cover the additional hours. The Children's Rights Unit supported a range of youth activities for the Warm Space as well as in the school holidays when special events were put on. These included, RelaxKids, pizza making and family films, Technocamps robot workshops, St David's Day crafts, pancake making & decorating, Lego Tech Smart RoboCar Workshop and an animal care session with Animal Cwtch.

Other activities in the year during the school holidays included crafting sessions with bookmark making, with Pokemon, monsters and Minecraft characters, games nights, a fun musical session for younger children from Moo Music Bridgend, chocolate cereal cake making, bog beast and bog garden making and youth guitar lessons

Over the weekend that Storm Darragh hit the valley in December 2024, we worked with the local council and opened the Library to offer a warm space, hot and cold food and drinks to approximately 30 adults and children who were without electricity for 4 days in their homes.

We continued to work closely with Neath Port Talbot Community for Voluntary Service, Gwynfi Miners' Community Hall, the County Library Service, the local councillors and police, the Lost Peatlands Project, Flying Start and we also kept in touch with our MP, Stephen Kinnock, who held constituent surgeries at the Library, and Senedd Member, David Rees. We also hosted several school visits and supported Coffee Mornings in aid of Breast Cancer and Macmillan.

We also work with our local schools and showed several films during term time for young students in the Library.

We were able to improve our kitchen area with the acquisition of a new freezer, sink and taps some small repairs with the support of local wind farm Ffynnon Oer.

Our paid staff during the year was Sam Herbert-Manley, (Development Manager, 30hrs until 26 July; Tym Thomas (Food Poverty & IT Coordinator, 30 hrs); Elinor Davies (Activity & Volunteer Coordinator, Sharon Ackery (Cleaner, 10 hrs); Jasmine Price (Bookkeeper, 4 hrs until February 2025 then 28 hours per month); Carolyn Purcell & Laura Gibbs (Warm Space Supervisors, 9 hours each, from December to March, 12 hrs), Richard Milner (Interim Manager, 30 hrs from 07 August to 30 September), David McGovarin (Development Manager, 30 hours from 11 November). We are grateful to all our staff for keeping our operations running during what has been a year of many changes.

Thanks, are also due to our volunteer team which during the year included Bob Chapman, Melanie Emmett, Alan Furnell, Andrew Hooper, Delyth O'Shea, Sian Paul, Sophie Thomas, Alison White, Jean White, Bernie John & Lisa Loftus.

Throughout the year we have continued to benefit from free electricity from the solar panels installed by the Egni Cooperative on our roof.

In planning and delivering all these individual activities, and during the process for reviewing our strategic plan, the Trustees have considered and had regard to the public benefit guidance issued by the Charity Commission.

## Section D Achievements and Performance

<p><b>Summary of the main achievements of the charity during the year</b></p>	<p>In the 2024-25 year there have been 9012 users to one or other of the activities in the building. This represents a 17% increase in attendance over the previous year (7685 in 2023-24).</p> <p>There were 645 visits to the Warm Space between December and March. During the year the Pantry had 741 customers (down 23% from 959 the year before) and the Food Bank provided 651 parcels (up 47% from 441 in 2023-24). With each shop and food parcel supporting several people we do not know the exact number of separate individuals who have benefited from our food poverty services during the year but estimate it to be well over 400.</p>
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## Section E Financial review

<p><b>Brief statement of the charity's policy on reserves</b></p>	<p>The Trustees have determined that it would be prudent to keep 3 months running costs as reserves. In 2024-25 this was £44k which the Trustees carried over at the end of the financial year.</p>
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**Further financial review details**

<p>Our main sources of funding for our running costs during 2024-25 were grants from: the Henry Smith Charity (£40k) Pen y Cymoedd Wind Farm Vision Fund (£26k); the Moondance Foundation (£25k), the National Lottery Community Fund (£20k), the Foyle Foundation (£20k), the Shared Prosperity Third Sector Growth Fund (£10k), Llynfi Afan Renewable Energy Park (£7.5k), Ffynnon Oer wind Farm Community Fund (£4.3k), NPT Council Food poverty Grant (£2.6k) &amp; Playworks (£2k). In addition, we received grants from Neath Port Talbot Council (£1.9k) towards our rent and rates and shared a grant from Ffilm Cymru Wales to support our joint cinema programme with Gwynfi Miners' Workmen's Hall. In addition, we raised over £15k through membership fees, donations and library activities. We are grateful to all our funders without whose help we would not be able to continue to run all our services and activities.</p>
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## Section F Declaration

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

Signed on behalf of the charity's trustees

<p><b>Signatures</b></p>		
<p><b>Full names</b></p>	<p>Rosey Roche</p>	<p>Mel Emmett</p>
<p><b>Position</b></p>	<p>Chair</p>	<p>Trustee</p>

**Date** 14<sup>th</sup> November 2025



Cymer Afan Community Library		1157765
<b>Receipts and payments accounts</b>		
For the period from	01/04/2024	To 31/03/2025

CC16a

**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 £
<b>A1 Receipts</b>					
<b>LIBRARY INCOME</b>					
Library fees & Films	985	-	-	985	1,284
Memberships, Donations & fees	1,037	-	-	1,037	1,040
Class - Yoga, Tai chi, Art, Psychology, Aerobics	2,832	-	-	2,832	1,759
Food Pantry Income	5,036	-	-	5,036	4,396
Printer/Copier income	363	-	-	363	183
Room Rental	1,558	-	-	1,558	110
Tea Room Income	3,618	-	-	3,618	-
Insurance rebate	-	-	-	-	54
<b>GRANTS</b>					
Grant NPT Council Rent and Rates	-	1,980	-	1,980	2,782
Ffynon Oer grant	-	4,343	-	4,343	9,284
Grant - NPTCBC Food Poverty	-	2,630	-	2,630	2,993
Grant - NPT CVS - Third Sector Growth Fund	-	10,000	-	10,000	15,000
Grant - NPT CVS - Cost of Living Warm Spaces Grant	-	-	-	-	6,189
Grant - Gamesa Wind Farm	7,500	-	-	7,500	7,500
Grant - Moondance Foundation	25,000	-	-	25,000	-
Grant - Pen Y Cymoedd Vision Fund	26,000	-	-	26,000	-
Grant - Playworks	-	2,000	-	2,000	-
Grant - National Lottery Community Fund	-	20,000	-	20,000	-
Grant - The Foyle Foundation	20,000	-	-	20,000	-
Grant - Henry Smith Charity	40,000	-	-	40,000	-
Film Cymru Wales Film Access Grant	-	-	-	-	2,058
The People's Health Trust	-	-	-	-	1,500
Postcode Community Trust Grant	-	-	-	-	25,000
Welsh Government Cost of living	-	-	-	-	6,000
NPT Warmer Space Grant	-	-	-	-	1,200
Grant - Pen y Cymoedd	-	-	-	-	4,194
<b>Sub total (Gross income for AR)</b>	<b>133,928</b>	<b>40,953</b>	<b>-</b>	<b>174,881</b>	<b>92,527</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>133,928</b>	<b>40,953</b>	<b>-</b>	<b>174,881</b>	<b>92,527</b>
<b>A3 Payments</b>					
Accounting Software & Payroll Costs	1,094	-	-	1,094	547
Advertising	479	-	-	479	288
Books	2	-	-	2	-
Building Maintenance	-	-	-	-	-
Classes - Yoga, Art, Knit & Knatter, Psychology, Aerobics, Playworks	4,965	1,984	-	6,949	6,853
Cleaning Materials	386	-	-	386	431
Electric	2,561	-	-	2,561	2,797
Employee salaries & national insurance	69,266	10,000	-	79,266	56,561
Employer's Pension	1,390	-	-	1,390	1,436
FareShare- Membership Fees	520	325	-	845	715
Fete, Events, Flying start, Coffee morning & story time exp	357	-	-	357	248
Film Hire	95	-	-	95	2,403
Filtering & Software Costs	548	-	-	548	241
General expenses	426	-	-	426	53
Insurance	653	-	-	653	1,343
Legal & Professional	468	-	-	468	945
Marketing	279	-	-	279	-
Office Stationery & Postage	1,271	-	-	1,271	1,607
Pantry & Foodbank	6,762	13,321	-	20,083	13,930
Refreshments	-	-	-	-	-
Renovation project Professional fees	-	-	-	-	1,020
Rent & Rates	521	1,980	-	2,501	3,268
Room Hire	128	-	-	128	-
Rubbish Removal / Recycling	863	-	-	863	827
Security & Fire Alarm Costs	2,330	-	-	2,330	714
Small equipment expenses	828	-	-	828	804
Subscriptions, memberships & licenses	351	-	-	351	347
Tea Room Expenses	2,273	-	-	2,273	806
Telephone	698	-	-	698	659
Training Costs	24	-	-	24	156
Travel	-	-	-	-	-

Volunteer, Staff & Trustee Expenses	872			872	454
Warm spaces expenses	182	1,219		1,401	1,354
Reallocation of Historical restricted payments: Salaries					
Reallocation of Historical restricted payments: Other				-	-
<b>Sub total</b>	<b>100,591</b>	<b>28,829</b>	<b>-</b>	<b>129,420</b>	<b>100,807</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Office equipment & IT	3,022		-	3,022	849
Fixtures & fittings	745	1,694		2,439	11,407
<b>Sub total</b>	<b>3,767</b>	<b>1,694</b>	<b>-</b>	<b>5,461</b>	<b>12,255</b>
<b>Total payments</b>	<b>104,359</b>	<b>30,523</b>	<b>-</b>	<b>134,881</b>	<b>113,062</b>
<b>Net of receipts/(payments)</b>	<b>29,569</b>	<b>10,430</b>	<b>-</b>	<b>40,000</b>	<b>- 20,536</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,916	7,419	-	47,335	67,871
<b>Cash funds this year end</b>	<b>69,485</b>	<b>17,849</b>	<b>-</b>	<b>87,335</b>	<b>47,335</b>

**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	69,485	17,849	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>69,485</b>	<b>17,849</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK OK OK

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Office Equipment & IT Cost	Unrestricted	9,389	-
	Office Equipment & IT Cost	Restricted	3,112	-
	Fixtures & Fittings	Unrestricted	6,456	-
	Fixtures & Fittings	Restricted	30,433	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
<i>R Roche</i>	Rosey Roche	20/10/25
<i>M Emmett</i>	Melanie Emmett	20/10/25



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Cymer Afan Community Library

On accounts for the year  
ended

31<sup>st</sup> March 2025

Charity no  
(if any)

1157765

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

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 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.

Signed:

Date:

13/10/2025

Name:

MARTIN CHILVER

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

FCA

Address:

THE CHARTWELL PRACTICE

4 ST. PAUL'S SQUARE

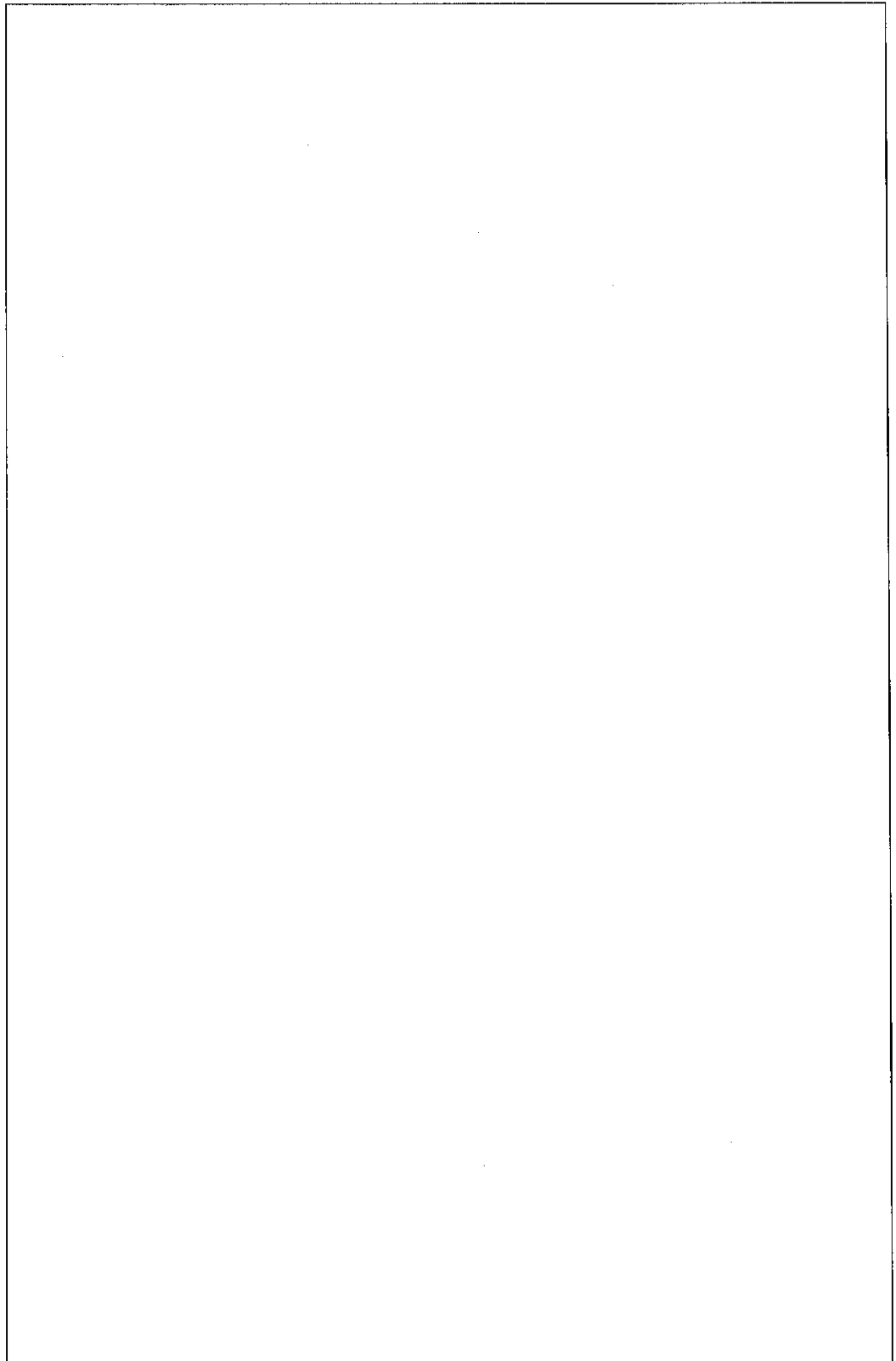
BURTON-ON-TRENT

STAFFORDSHIRE

DE14 2EF

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.**



**CYMER AFAN COMMUNITY LIBRARY**

England & Wales - Charity number 1157765

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# Accounts

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# Cymer Afan Community Library Trustees' Annual Report for the period

from 1st April 2023 to 31st March 2024

## Section A Reference and administration details

**Charity name**

**Registered charity number**

**Charity's principal address**

Cymer Afan Community Library	
Library Plus!, Station Road, Cymer,	
Port Talbot	
<b>Postcode</b>	SA13 3HR

### Names of the charity trustees:

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Bob Chapman	Secretary	Until 31 <sup>st</sup> January 2024
2	Mel Emmet	Chair	Chair from 15 <sup>th</sup> November
3	Helen Gardner	Treasurer	
4	Scott Jones		Until 31 <sup>st</sup> January 2024
5	Ann Mayer	Chair	Resigned 23 <sup>rd</sup> October 2023.
6	Sian Paul		
7	Lauren Roberts		
8	Rosey Roche		From 31 <sup>st</sup> January 2024
9	Alison White	Membership Secretary	

### Names and addresses of advisers

Type of adviser	Name	Address
<b>Bank</b>	TSB Bank	19 Talbot Street, Maesteg, CF34 9BS
<b>Accountant</b>	The Chartwell Practice	4 St Pauls Square, Burton on Trent, DE14 2EF
<b>Solicitors</b>	Hutchinson Thomas	Pendrill Court, 119 London Road, Neath, SA11 1LF
<b>Architect</b>	Kevyn Davies BA(Hons) BArch RIBA ARB	Red Kite Homes, Llys-Y-Coed, Cornish Row, Cwmafan, Port Talbot, SA12 9YB

## Section B Structure, governance and management

### Description of the charity's trusts

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How the charity is constituted	Charitable Incorporated Organisation
Trustee selection methods	Trustees are elected from the membership at Annual General Meetings for a three year term with a third of trustees retiring at each AGM. They can also be appointed until the next AGM by existing trustees between annual general meetings. In 2023-24 the Trustees met 9 times.

## Additional governance issues

Trustees have been supported throughout the year by the Neath Port Talbot Council for Voluntary Service.

Trustees have adopted a suite of policies to guide our operations and practice. A regular review programme keeps these policies up to date.

Trustees continue to consider major risks to their business as part of the Strategic Planning process. To take account of the significant changes to our work since Covid-19 and the refurbishment of the building a complete review of our Strategic Plan is planned.

Three complaints were received during the year – two were resolved within a few weeks; the third was withdrawn after 2 weeks following an explanation.

At a Special General Meeting the constitution was amended to delete the limit on the length of time people are allowed to serve as trustees.

## Section C

## Objectives and activities

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

#### *“Bringing the Community Together & Encouraging Reading”*

Our vision is of a community space for all those who live or work in, or visit, the Upper Afan Valley where we can build on our core services and respond positively to the needs of our communities.

Our Mission is:

- to provide a hub for the community - a space to support both individual well-being and community cohesion – fostering equal opportunities, and being the first choice point of access to sources of information, advice and guidance, and
- to promote literacy, education and culture in the Upper Afan Valley, encouraging a love of books and learning in people of all ages.

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- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause ‘socially excluded’ means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

- To promote for the benefit of the inhabitants of the electoral ward of Cymmer and the surrounding areas the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
- To advance education of the public in electoral ward of Cymmer and surrounding areas generally, by the running and management of a community library for the benefit of the said residents.

Our overall approach to developing our community library has two major strands. We will:

- build on our core purpose of providing library services to the community of the Upper Afan Valley; and
- develop other uses of the building, Library Plus!, in keeping with that core purpose which will contribute towards the development of the library as a Community Hub - a multi-purpose community facility.

**Summary of the main activities undertaken for the public benefit in relation to these objects**

During the 2023-24 year the library and tea-room have been open for 26 hours a week with additional activities averaging 6 hours a week outside of those hours, such as the Woolly Wonders (later Yarnbombers) craft group, film shows, yoga class, dance aerobics and psychology evening class. Other regular activities included the book club, art class, a Digital Inclusion Drop-In service, a Dementia Hwb, parent & baby group, a Dad's Group & a 5 session Welsh conversation class. We also supported a Home Education Network.

The Food Bank continued to operate every Friday and remains available to anyone who needs it. The Pantry, our social supermarket, opens three times a week on Monday and Friday afternoons and Saturday mornings. We are members of the Independent Food Aid Network and work in partnership with FareShare to distribute surplus supermarket food.

To use the Pantry users make a small payment (increased towards the end of the year from £3.50 to £5.00) in return for some choice over the ten items of food they receive. This is to reduce the stigma attached to being the recipient of charity from the food bank and also promotes a feeling of being a customer with some limited choice. The Pantry membership continues to increase and at 31<sup>st</sup> March 2024 stands at 150. Our experience is that people often need to use the food bank for several weeks but then either drop out or move on to the Pantry.

From mid-December 2023 to the end of March 2024, we opened a Warm Space for the second year running, providing additional opening hours in response to the cost-of-living crisis and the high cost of energy, so that anyone could enjoy free hot drinks and snacks and a range of activities including games evenings, quiz nights and music sessions. A small grant enabled us to employ two Warm Space Supervisors to cover the additional hours. The Children's Rights Unit supported a range of youth activities.

We continued to work closely with Neath Port Talbot Council for Voluntary Service, Gwynfi Miners' Community Hall, the County Library Service, the local councillors and police, the Lost Peatlands Project, Flying Start and we also kept in touch with our MP, Stephen Kinnock and Senedd Member, David Rees. We also hosted several school visits and supported Coffee Mornings in aid of Breast Cancer and Macmillan, and took part in the Cymer Christmas Cracker – the turning on of the village Xmas Tree Lights.

We were able to improve our equipment with the acquisition of some small capital items with the support of local wind farms, including new mobile book-shelves and an electric piano/keyboard (Ffynnon Oer Wind Farm), and a coffee machine (Penycymoedd Wind Farm).

Our paid staff structure was reorganised during the year and an additional post created: Lindsey Thomas, (Development Officer, 30 hrs until 16<sup>th</sup> June); Sam Herbert-Manley, (Activity and Volunteer Coordinator from July to December, 30hrs – and Development Manager, 30 hrs from 1<sup>st</sup> January 2024); Tym Thomas (Centre Coordinator and then, Food Poverty & IT Coordinator, 30 hrs); Sharon Ackery (Cleaner, 5 hrs); Nicky Robinson (temporary Cleaner, 5 hrs); Jasmine Price (Bookkeeper from 1<sup>st</sup> January 2024, 4 hrs); Bernard John & Ceri Thomas (Warm Space Supervisors, from December to March, 12 hrs). Bookkeeping services were provided under contract by Helen Gardner until 31<sup>st</sup> December 2023. We are grateful to all of our staff for keeping our operations running during what has been a year of many changes.

Thanks are also due to our volunteer team which during the year included Bob Chapman, Melanie Emmett, Alan Furnell, Morwenna Holman, Andrew Hooper, Ann Mayer, Delyth O'Shea, Sian Paul, Ceri Ellen Thomas, Sophie Thomas, Alison White & Jean White.

Throughout the year we have continued to benefit from free electricity from the solar panels installed by the Egni Cooperative on our roof.

In planning and delivering all these individual activities, and during the process for reviewing our strategic plan, the Trustees have considered and had regard to the public benefit guidance issued by the Charity Commission.

## Section D

## Achievements and Performance

### Summary of the main achievements of the charity during the year

In the 2023-24 year there have been 7,685 users to one or other of the activities in the building. This represents a 44% increase in attendance over the previous year (5,333 in 2022-23) and a 27% increase in attendance over our last full year before the pandemic (6,225 in 2019-20).

There were 645 visits to the Warm Space between December and March. During the year the Pantry had 959 customers (up 37% from 700 the year before) and the Food Bank provided 441 parcels (up 58% from 278 in 2023-24). With each shop and food parcel supporting several people we do not know the exact number of separate individuals who have benefited from our food poverty services during the year but estimate it to be well over 400.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees have determined that it would be prudent to keep 3 months running costs as reserves. In 2023-24 this was £25,500 which the Trustees carried over at the end of the financial year.

### Further financial review details

Our main sources of funding for our running costs during 2023-24 were grants from: Postcode Community Trust (£25k); UK "Levelling Up" Shared Prosperity Fund (£21k); Ffynnon Oer Wind Farm (£9,284); the Llynfi Afan Renewable Energy Park Community Fund (£7.5k); Welsh Government "Cost of Living" Support Fund (£6k); Penycymoedd Wind Farm Community Fund (£4k); Neath Port Talbot Council Food Poverty Grant (£3k) and Warm Space Grant (£1.2k); and the People's Health Trust (£1.5k). In addition, we received grants from Neath Port Talbot Council (£2.7k) towards our rent and rates, a grant from Ffilm Cymru Wales (£2k) to support our joint cinema programme with Gwynfi Miners' Workmen's Hall, and we raised nearly £9,000 through membership fees, donations and library activities.



We are grateful to all our funders without whose help we would not be able to continue to run all our services and activities.

## Section F

## Declaration

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

### Signed on behalf of the charity's trustees

Signatures		
Full names	Rosey Roche	Mel Emmett
Position	Chair	Deputy Chair
Date	14 <sup>th</sup> October 2024	



**Receipts and payments accounts**

CC16a

For the period  
from

01/04/2023

To

31/03/2024

**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 £
<b>A1 Receipts</b>					
Library fees, Tea Room Takings & Films	1,284		-	1,284	4,446
Memberships, Donations & fees	1,040		-	1,040	1,792
Class - Yoga, Tai chi, Art, Psychology, Aerobics	1,759		-	1,759	791
Food Pantry Income	4,396		-	4,396	1,070
Printer/Copier income	183		-	183	78
Room Rental	110		-	110	480
Insurance rebate	54		-	54	320
Film Cymru Wales Film Access Grant		2,058	-	2,058	1,029
The People's Health Trust		1,500	-	1,500	9,000
NPT CBC Small Charities resilience fund			-	-	6,532
Garfield Weston Foundation			-	-	15,000
UK Government Community Renewal Fund			-	-	28,887
Citizen Advice Grant			-	-	2,000
Postcode Community Trust Grant	25,000		-	25,000	25,000
National Grid Warm Space Community Matters Fund			-	-	4,928
Welsh Government Cost of living	6,000		-	6,000	7,500
Ffynon Oer grant		9,284	-	9,284	702
NPTCVS Voluntary Services Emergency Fund			-	-	35
NPT Council Rent and Rates Grants		2,782	-	2,782	3,719
NPT Council Food Poverty Grant		2,993	-	2,993	6,939
NPT Warmer Space Grant		1,200	-	1,200	
NPT CVS - Grant		21,189	-	21,189	
Pen y Cymoedd - Grant		4,194	-	4,194	
Llynfi Afan Renewable Energy Park (Gamesa Wind Farm)	7,500		-	7,500	7,500
<b>Sub total (Gross income for AR)</b>	<b>47,326</b>	<b>45,200</b>	<b>-</b>	<b>92,527</b>	<b>127,747</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,326</b>	<b>45,200</b>	<b>-</b>	<b>92,527</b>	<b>127,747</b>
<b>A3 Payments</b>					
Accounting Software & Payroll Costs	547			547	547
Advertising	288			288	276
Books				-	780
Building Maintenance				-	253
Classes - Yoga, Art, Knit & Knatter, Psychology, Aerobics	6,153	700		6,853	3,274
Cleaning Materials	431			431	247
Electric	1,634	1,163		2,797	4,576
Employee salaries & national insurance	35,185	21,376		56,561	55,489
Employer's Pension	1,436			1,436	1,395
Membership Fees	715			715	943
Fete, Flying start, Coffee morning & story time exp	248			248	384
Film Hire	345	2,058		2,403	2,508
Filtering & Software Costs	241			241	128
General expenses	53			53	202
Insurance	1,343			1,343	1,254
Legal & Professional	945			945	1,220
Marketing				-	1,164
Office Stationery & Postage	1,607			1,607	926
Pantry & Foodbank	5,937	7,993		13,930	1,480
Refreshments				-	200
Renovation Project expenses	1,020			1,020	79,104
Rent & Rates	486	2,782		3,268	4,369
Room Hire				-	57
Rubbish Removal / Recycling	827			827	789
Security & Fire Alarm Costs	714			714	1,283
Small equipment expenses	804			804	5,725
Subscriptions, memberships & licenses	347			347	231
Tea Room Expenses	806			806	5,813
Telephone	659			659	518

Training Costs	156			156	32
Travel				-	101
Volunteer Expenses	454			454	1,946
Warm spaces expenses		1,354		1,354	
Reallocation of Historical restricted payments: Salaries	- 12,288	12,288			
Reallocation of Historical restricted payments: Other	- 32,149	32,149		-	-
<b>Sub total</b>	<b>18,944</b>	<b>81,863</b>	<b>-</b>	<b>100,807</b>	<b>177,213</b>

<b>A4 Asset and investment purchases, (see table)</b>					
Office equipment & IT	849		-	849	
Fixtures & fittings	552	10,855	-	11,407	6,559
<b>Sub total</b>	<b>1,400</b>	<b>10,855</b>	<b>-</b>	<b>12,255</b>	<b>6,559</b>

<b>Total payments</b>	<b>20,345</b>	<b>92,718</b>	<b>-</b>	<b>113,062</b>	<b>183,772</b>
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<b>Net of receipts/(payments)</b>	<b>26,982</b>	<b>- 47,518</b>	<b>-</b>	<b>- 20,536</b>	<b>- 56,025</b>
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A5 Transfers between funds	-	-	-	-	-
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A6 Cash funds last year end	12,935	54,937	-	67,871	123,896
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<b>Cash funds this year end</b>	<b>39,916</b>	<b>7,419</b>	<b>-</b>	<b>47,335</b>	<b>67,871</b>
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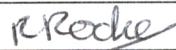
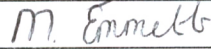
## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	39,916	7,419	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>39,916</b>	<b>7,419</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Office Equipment & IT Cost	Unrestricted	6,367	-
	Office Equipment & IT Cost	Restricted	4,317	-
	Fixtures & Fittings	Unrestricted	6,205	-
	Fixtures & Fittings	Restricted	28,740	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Rosey Roche	18/11/24
	Melanie Emmett	18/11/24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Cymer Afan Community Library

**On accounts for the year  
ended**

31<sup>st</sup> March 2024

**Charity no  
(if any)**

1157765

**Set out on pages**

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

**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").

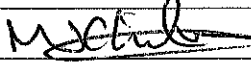
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention 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.

**Signed:** 

**Date:** 13/11/2024

**Name:** MARTIN CHILVER

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

FCA

**Address:**

THE CHARTWELL PRACTICE

4 ST. PAUL'S SQUARE

BURTON-ON-TRENT

STAFFORDSHIRE

DE14 2EF

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.**

**CYMER AFAN COMMUNITY LIBRARY**

England & Wales - Charity number 1157765

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# Accounts

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Trustee selection methods

Trustees are elected from the membership at Annual General Meetings for a three year term with a third of trustees retiring at each AGM. They can also be appointed until the next AGM by existing trustees between annual general meetings.

In the 2022-23 year the Trustees met 7 times.

#### Additional governance issues

Trustees have been supported throughout the year by the Neath Port Talbot Council for Voluntary Service.

Trustees have adopted a suite of policies to guide our operations and practice. Whilst the regular review of these was not possible during Covid-19 the review programme is now running regularly again.

Trustees continue to consider major risks to their business as part of the Strategic Planning process. To take account of the significant changes to our work since the refurbishment was completed a review of our Business Plan will be conducted during 2024.

## Section C

## Objectives and activities

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

### *"Bringing the Community Together & Encouraging Reading"*

Our vision is of a community space for all those who live or work in, or visit, the Upper Afan Valley where we can build on our core services and respond positively to the needs of our communities.

Our Mission is:

- to provide a hub for the community - a space to support both individual well-being and community cohesion – fostering equal opportunities, and being the first choice point of access to sources of information, advice and guidance, and
- to promote literacy, education and culture in the Upper Afan Valley, encouraging a love of books and learning in people of all ages.

Our current objects are:

- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

- To promote for the benefit of the inhabitants of the electoral ward of Cymmer and the surrounding areas the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
- To advance education of the public in electoral ward of Cymmer and surrounding areas generally, by the running and management of a community library for the benefit of the said residents.

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Our overall approach to developing our community library has two major strands. We will:

- build on our core purpose of providing library services to the community of the Upper Afan Valley; and
- develop other uses of the building, Library Plus!, in keeping with that core purpose which will contribute towards the creation of the library as a Community Hub - a multi-purpose community facility.

Our building, Library Plus!, re-opened on 16<sup>th</sup> May 2022 following the completion of the refurbishment programme during which we installed an air source heat pump & central heating system, replaced the roof and solar panels, added some bird and bat boxes, installed additional internal roof insulation, external cladding of the walls and a new porch, built three new rooms, an additional toilet and extra storage space, and installed a new ceiling, flooring and eco-friendly lighting. All of this provided us with a modern flexible space which enabled us to re-build the services, activities and events we had been offering prior to the Covid 19 pandemic and gave us the opportunity to further develop a new offering for our community.

During the period since re-opening the library and tea-room have been open for 28 hours a week with some additional regular activity outside of those hours such as the Woolly wonders craft group, film shows, yoga class and psychology evening class. Other regular activities included the book club, art class and parent & baby group.

The Food Bank continued to operate every Friday and remains available to anyone who needs it. The Pantry, our social supermarket, opens three times a week on Monday and Friday afternoons and Saturday mornings. We are members of the Independent Food Aid Network and work in partnership with FareShare to distribute surplus supermarket food.

To use the Pantry users make a small payment (£3.50) in return for some choice over the ten items of food they receive. This was to reduce the stigma attached to being the recipient of charity from the food bank and had the benefit of promoting a feeling of being a customer with some limited choice. The Pantry membership more than doubled over the year to 120. Our experience is that people often need to use the food bank for several weeks but then either drop out or move on to the Pantry.

From January to March 2023, in response to the cost-of-living crisis and the high cost of energy, we opened for additional hours to provide a Warm Space for anyone to share with free hot drinks and snacks.

We continued to work closely with Neath Port Talbot Council for Voluntary Service, Gwynfi Miners' Community Hall, the County Library Service, the local councillors, and we also kept in touch with our MP, Stephen Kinnock and Senedd Member, David Rees. We also hosted several school visits.

Our paid staff during the year comprised: Lindsey Thomas, (Development Officer, 30 hrs), Tym Thomas (Centre Coordinator, 30 hrs); Peter Lakin (Bookkeeper, 3 hrs, until December 2022) and Sharon Ackery (Cleaner, 5 hrs). We are grateful to all of them for keeping our operations running during what has been a year of many changes.

Thanks are also due to our volunteer team which included Bob Chapman, Melanie Emmett, Alan Furnell, Andrew Hooper, Dana Iancu, Debra Jenkins, Ann Mayer, Eunice Newing, Delyth O'Shea, Sian Paul, Andrew Roberts, Lawrence Seath, Nick Taylor, Ceri Ellen Thomas, Alison White, Jean White & James Williams.

Throughout the year we have continued to benefit from free electricity from the solar panels installed by the Egni Cooperative on our roof.

In planning and delivering all these individual activities, and during the process for reviewing our strategic plan, the Trustees have considered and had regard to the public benefit guidance issued by the Charity Commission.

## Section D

## Achievements and Performance

### Summary of the main achievements of the charity during the year

In the period since Library Plus! re-opened on 16<sup>th</sup> May 2022 there have been 5,333 users to one or other of the activities in the building. In our last full year (2019-20) there were 6,225 visits, so we have virtually recovered the level of activity enjoyed before the pandemic.

The building was formally re-opened by the Lord Lieutenant of West Glamorgan Mrs Louise Fleet on 8<sup>th</sup> July 2022 in the presence of trustees, volunteers, staff and many of our partners. At a special ceremony in the building she spoke very highly of our work and of her high hopes for our future achievements.

At our Annual General Meeting on 23<sup>rd</sup> November 2023 we were fortunate to have the First Minister of Wales, the Rt. Honourable Mark Drakeford AM as our guest speaker. He spoke of the need for buildings such as ours to bring people together and help support their local communities.

**Throughout the year** the Food Bank and Pantry have remained operating. The Food Bank had 278 users during the year, each supporting a family of their own. The Pantry has been used over 700 times with each shop also supporting several people. We do not know the exact number of separate individuals who have benefited from our food poverty services during the year but estimate it to be well over 400.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees have determined that it would be prudent to keep 3 months running costs as reserves. In 2022-23 this was £24,527 which the Trustees carried over at the end of the financial year.

### Further financial review details

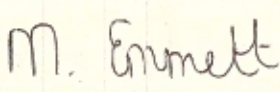
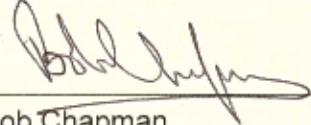
Our main sources of funding for our running costs during 2022-23 were grants from: UK Government Community Renewal (Levelling Up) Fund (£28k); Postcode Community Trust (£25k); Garfield Weston Foundation (£15k); the People's Health Trust (£9k); Welsh Government "Cost of Living" Grant (£7,500); the Llynfi Afan Renewable Energy Park Community Fund (£7.5k); Neath Port Talbot Council Food Poverty Grants (£6.9k); Neath Port Talbot Council Small Charities Resilience Fund (£6.5k); National Grid (£4.9k) and Citizens Advice (£2k). In addition, we received grants from Neath Port Talbot Council (£3,719) towards our rent and rates, a grant from Ffilm Cymru Wales (£1,029) to support our cinema, Ffynnon Oer wind Farm (£702) and we raised nearly £9,000 through membership fees, donations and library activities.

## Section F

## Declaration

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

### Signed on behalf of the charity's trustees

Signatures		
Full names	Melanie Emmett	Bob Chapman
Position	Chair	Secretary
Date	15 <sup>th</sup> November 2023	



Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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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 £
<b>A1 Receipts</b>					
Library fees, Tea Room Takings & Films	4,446		-	4,446	917
Memberships, Donations & fees	1,792		-	1,792	1,361
Class - Yoga, Tai chi, Art, Psychology	791		-	791	29
Food Pantry Income	1,070		-	1,070	
Printer/Copier income	78		-	78	
Room Rental	480		-	480	563
Insurance rebate	320		-	320	
Ffilm Cymru Wales Film Access Grant		1,029	-	1,029	1,164
The People's Health Trust		9,000	-	9,000	4,500
NPT CBC Small Charities resilience fund		6,532	-	6,532	
Garfield Weston Foundation	15,000		-	15,000	15,000
UK Government Community Renewal Fund		28,887	-	28,887	
Citizen Advice Grant	2,000		-	2,000	
Postcode Community Trust Grant	25,000		-	25,000	
National Grid Warm Space Community Matters Fund		4,928	-	4,928	
Welsh Government Cost of living	7,500		-	7,500	
Ffynon Oer grant		702	-	702	
NPTCVS Voluntary Services Emergency Fund	35		-	35	3,341
NPT Council Rent and Rates Grants		3,719	-	3,719	3,719
NPT Council Food Poverty Grant		6,939	-	6,939	10,180
Llynfi Afan Renewable Energy Park (Gamesa Wind Farm)	7,500		-	7,500	5,000
COVID Support Grant (Cultural Recovery Fund)			-	-	15,000
Tesco Grant			-	-	500
Amazon Grant			-	-	250
NPTCVS Winter Wellbeing Fund			-	-	5,000
West Glam Regional Partnership 3rd sector Grant			-	-	15,000
Welsh Government Community Facilities Grant			-	-	181,309
<b>Sub total (Gross income for AR)</b>	<b>66,011</b>	<b>61,736</b>	<b>-</b>	<b>127,747</b>	<b>262,833</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>66,011</b>	<b>61,736</b>	<b>-</b>	<b>127,747</b>	<b>262,833</b>
<b>A3 Payments</b>					
Accounting Software & Payroll Costs	547			547	389
Advertising	276			276	522
Books	780			780	448
Building Maintenance	253			253	
FareShare- Membership Fees	943			943	802
Classes - Yoga, Art, Knit & Knatter, Psychology	2,874	400		3,274	440
Cleaning Materials	247			247	364
Employee salaries & national insurance	20,534	34,955		55,489	47,464
Employer's Pension	1,395			1,395	1,088
Fete, Flying start, Coffee morning & story time exp	384			384	
Film Hire	1,479	1,029		2,508	304
Filtering & Software Costs	128			128	120
Electric	1,878	2,698		4,576	4,610
General expenses	202			202	196
Ink For Printer/Photocopier				-	876
Insurance	804	450		1,254	1,136
Legal & Professional	1,220			1,220	480
Marketing	764	400		1,164	843
Subscriptions, memberships & licenses	231			231	
Pantry & Foodbank		1,480		1,480	
Refreshments	200			200	403
Renovation project Professional fees	6,799	72,305		79,104	129,992
Rent & Rates	453	3,917		4,369	3,988
Rubbish Removal / Recycling	789			789	160
Office Stationery & Postage	726	200		926	777
Room Hire	57			57	137

Security & Fire Alarm Costs	1,283			1,283	625
Small equipment expenses	5,725			5,725	
Travel	101			101	204
Tea Room Expenses	4,885	928		5,813	1,120
Telephone	518			518	482
Training Costs	32			32	
Volunteer Expenses	946	1,000		1,946	470
				-	
<b>Sub total</b>	<b>57,452</b>	<b>119,761</b>	<b>-</b>	<b>177,213</b>	<b>198,437</b>

**A4 Asset and investment purchases, (see table)**

Office equipment & IT			-	-	
Fixtures & fittings		6,559	-	6,559	4,067
<b>Sub total</b>	<b>-</b>	<b>6,559</b>	<b>-</b>	<b>6,559</b>	<b>4,067</b>

<b>Total payments</b>	<b>57,452</b>	<b>126,320</b>	<b>-</b>	<b>183,772</b>	<b>202,504</b>
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<b>Net of receipts/(payments)</b>	<b>8,560</b>	<b>- 64,584</b>	<b>-</b>	<b>- 56,025</b>	<b>60,329</b>
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A5 Transfers between funds

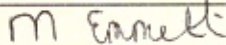
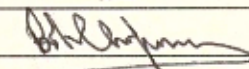
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A6 Cash funds last year end

	4,375	119,521	-	123,896	63,568
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<b>Cash funds this year end</b>	<b>12,935</b>	<b>54,937</b>	<b>-</b>	<b>67,871</b>	<b>123,896</b>
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## 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 £
<b>B1 Cash funds</b>	Bank Account	12,935	54,937	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>12,935</b>	<b>54,937</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Office Equipment & IT Cost	Unrestricted	5,838	-
	Office Equipment & IT Cost	Restricted	4,802	-
	Fixtures & Fittings	Restricted	19,301	-
	Fixtures & Fittings	Unrestricted	8,417	-
<b>B5 Liabilities</b>	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
			MELANIE EMMETT	20-09-23
			BOB CHAPMAN	20-09-23



Section A

Independent Examiner's Report

Report to the trustees/ members of

Cymer Afan Community Library

On accounts for the year ended

31<sup>st</sup> March 2023

Charity no (if any)

1157765

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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:

*Martin Chilver*

Date:

15/09/2023

Name:

MARTIN CHILVER

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

FCA

Address:

THE CHARTWELL PRACTICE

4 ST. PAUL'S SQUARE

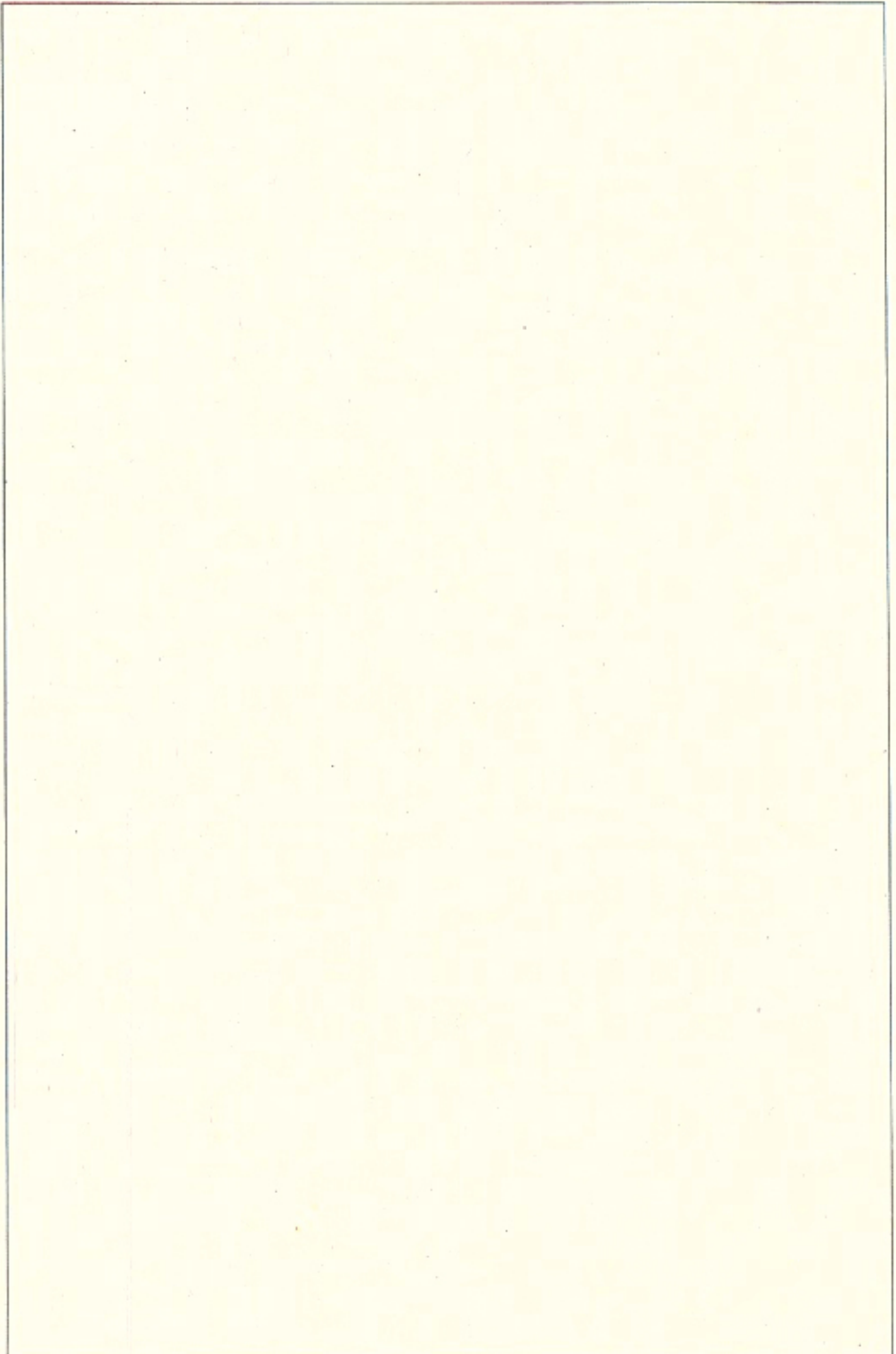
BURTON-ON-TRENT

STAFFORDSHIRE

DE14 2EF

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.**





Section A

Independent Examiner's Report

Report to the trustees/ members of

Cymer Afan Community Library

On accounts for the year ended

31 <sup>st</sup> March 2023	Charity no (if any)	1157765
-----------------------------	---------------------	---------

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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- 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:

*Martin Chilver*

Date:

15/09/2023

Name:

MARTIN CHILVER

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

FCA

Address:

THE CHARTWELL PRACTICE
4 ST. PAUL'S SQUARE
BURTON-ON-TRENT
STAFFORDSHIRE
DE14 2EF

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.**

## Document Activity Report

**Document Sent**

Wed, 20 Sep 2023 07:51:00 GMT

### Document Activity History

Document history shows most recent activity first

**Date**

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**CYMER AFAN COMMUNITY LIBRARY**

England & Wales - Charity number 1157765

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# Accounts

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## Cymer Afan Community Library Trustees' Annual Report for the period

from	1st	April	2021	to	31 <sup>st</sup>	March	2022		

### Section A Reference and administration details

**Charity name**

**Registered charity number**

**Charity's principal address**

Cymer Afan Community Library	
Station Road, Cymer,	
Port Talbot	
<b>Postcode</b>	SA13 3HR

**Names of the charity trustees:**

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Bob Chapman	Secretary	
2	Mel Emmet	Chair	
3	Helen Gardner	Treasurer	
4	Scott Jones		
5	David Lakin		
6	Ann Mayer		
7	Sian Paul		
8	Lauren Roberts		
9	Alison White	Membership Secretary	

**Names and addresses of advisers**

Type of adviser	Name	Address
<b>Bank</b>	TSB Bank	19 Talbot Street, Maesteg, CF34 9BS
<b>Accountant</b>	The Chartwell Practice	4 St Pauls Square, Burton on Trent, DE14 2EF
<b>Solicitors</b>	Hutchinson Thomas	Pendrill Court, 119 London Road, Neath, SA11 1LF
<b>Architect</b>	Kevyn Davies BA(Hons) BArch RIBA ARB	Red Kite Homes, Llys-Y-Coed, Cornish Row, Cwmafan, Port Talbot, SA12 9YB
<b>Building Contractor</b>	C J Construction (Wales) Ltd.	P O Box 71, The Builders Yard, Somerset Lane, Taibach, Port Talbot, SA13 1UA

### Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document	Constitution – adopted 3 <sup>rd</sup> March 2014, amended 20 <sup>th</sup> October 2017 & 15 <sup>th</sup> July 2021.
How the charity is constituted	Charitable Incorporated Organisation

## Trustee selection methods

Trustees are elected from the membership at Annual General Meetings for a three year term with a third of trustees retiring at each AGM. They can also be appointed until the next AGM by existing trustees between annual general meetings.

In the 2021-22 year the Trustees met 7 times, all via the Zoom video-conference facility.

## Additional governance issues

As reported last year, the plans to develop an "over-arching body" for third sector organisations in the Upper Afan valley have been delayed by the Covid-19 pandemic.

Trustees have been supported in their work by the Neath Port Talbot Council for Voluntary Service.

Trustees have adopted a suite of policies to guide our operations and practice. Whilst the regular review of these was not possible during Covid-19 the review programme was re-instated in November 2021.

Trustees continue to consider major risks to their business as part of the Strategic Planning process. To take account of the significant changes to our work since Covid-19 a further review of our Business Plan has been scheduled to take place a year early, in the spring of 2023.

## Section C

## Objectives and activities

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

### *"Bringing the Community Together & Encouraging Reading"*

Our current objects are:

- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

- To promote for the benefit of the inhabitants of the electoral ward of Cymmer and the surrounding areas the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
- To advance education of the public in electoral ward of Cymmer and surrounding areas generally, by the running and management of a community library for the benefit of the said residents.

Our overall approach to developing our community library has two major strands. We will:

- build on our core purpose of providing library services to the community of the Upper Afan Valley; and
- develop other uses of the building, Library Plus!, in keeping with that core purpose which will contribute towards the creation of the library as a Community Hub - a multi-purpose community facility.

### Summary of the main activities undertaken for the public benefit in relation to these objects

2021-22 has been a year of significant changes! At the beginning of the year we were still under some restrictions resulting from the Covid-19 pandemic. We were still open as a Community Help Hub for emergency support to our community (printing, photocopying, food bank etc.) and making plans to recruit a Development Officer to help us re-establish our work as the pandemic restrictions eased. We started to re-

**Summary of activities continued . . .**

open our services through the autumn of 2021 but it had to close again in January 2022 for a major refurbishment of the building which lasted until May 2022.

During the pandemic it became apparent that our community would need ongoing support and we took over the food bank and ran a Community Help Hub from the building. We are members of the Independent Food Aid Network, and have developed a "social supermarket" (The Food Cupboard) to run alongside the Food Bank.

To use the Food Cupboard users make a small payment in return for some choice over the food they received. This was to reduce the stigma attached to being the recipient of charity from the food bank and had the benefit of promoting a feeling of being a customer with some limited choice. The Food Cupboard nearly doubled its membership during the year, from 25 to 48.

The Food Bank remains available to anyone who can afford even a small contribution. The main source of our food was the FareShare charity which collects surplus supermarket food.

We continued to work closely with Neath Port Talbot Council for Voluntary Service, Gwynfi Miners' Community Hall, the County Library Service, the local councillors, and we also kept in touch with our MP, Stephen Kinnock and Senedd Member, David Rees.

In July 2021 Lindsey Thomas, (Development Officer, 30 hrs)) joined our paid staff team, alongside Tym Thomas (Centre Coordinator, 30 hrs); Peter Lakin (Bookkeeper, 3 hrs) and Sharon Ackery (Cleaner, 5 hrs). We are grateful to all of them for keeping our operations running during what has been a year of many changes.

Since the easing of the Covid-19 restrictions we have started to rebuild our volunteer team. Thanks for their contribution during the 2021-22 year are particularly due to: Bob Chapman, Julie Connick, Gloria Davies, Melanie Emmett, Alan Furnell, Andrew Hooper, Debra Jenkins, Ann Mayer, Eunice Newing, Sian Paul, Eunice Phillips, Nick Taylor, Ceri Ellen Thomas, Alison White & Jean White.

Throughout the year (apart from during the refurbishments) we have continued to benefit from free electricity from the solar panels installed by the Egni Cooperative on our roof.

In planning and delivering all these individual activities, and during the process for reviewing our strategic plan, the Trustees have considered and had regard to the public benefit guidance issued by the Charity Commission.

**Section D**

**Achievements and Performance**

**Summary of the main achievements of the charity during the year**

There have been three main phases to our work during 2021-22.

**April to July 2021:** during this period the Community Help Hub was open every weekday managed on a day to day basis by our Centre Coordinator with help from volunteers to run the Food Bank and Food Cupboard and other emergency support services (such as printing, copying and provision of hearing aid batteries. During this period Tai Tarian refurbished our kitchen area.

**August to December 2021:** during this second period we started to turn the Community Help hub back into Library Plus!, our new name for our building, providing all the usual library services and beginning to reinstate the activities and services we had been running prior to the Covid-19 pandemic. We re-started the yoga class, film shows, book club and primary school class visits as well as starting a new evening class in Psychology and Criminology.

**Queens' Award for Voluntary Service:** In June 2020 we had been chosen to receive the Queens Award for Voluntary Service, equivalent to an MBE for voluntary organisations, the highest award a voluntary organisation can achieve. The formal presentation of the award by the Lord Lieutenant of West Glamorgan, Mrs Louise Fleet, was delayed until Monday 16<sup>th</sup> August 2021.

**Summary of the achievements during the year continued . . .**

**January to March 2022:** During this third period of the year we had to close all operations except the Food Bank, pack up all our furniture and equipment, and move it to Croeserw Community Enterprise Centre. CJ Construction, from Taibach, were appointed to refurbish the building utilising a grant from the Welsh Government's Community Facilities Programme. It now has extra rooms and storage space inside, an additional toilet, a new air source heat pump heating system, insulation all around, new ceiling, lighting and flooring, new pitched roof with replaced solar panels and has been completely redecorated inside. Work eventually finished in April and services re-opened from the middle of May.

**Throughout the year** the Food Bank and Food Cupboard have remained operating and have supplied around 8 to 10 people every week, each supporting around 4 people. So we estimate we have helped to feed around 1,600 people during the year. Our experience is that people often need to use the food bank for several weeks but then either drop out or move on to the Food Cupboard. We do not know the exact number of separate individuals helped but estimate it to be around 400.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

The Trustees have determined that it would be prudent to keep 3 months running costs as reserves. In 2021-22 this was £18,128 which the Trustees carried over at the end of the financial year. The Trustees had also set aside a capital fund for the refurbishment of the building and at the end of the financial year this had been spent on the refurbishments which were completed in April 2022.

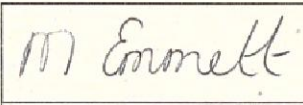
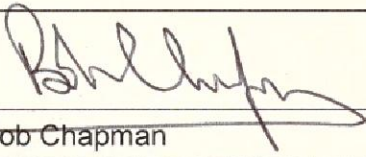
**Further financial review details**

Our main sources of funding for our running costs during 2021-22 were grants from: Welsh Government Covid-19 Support (£15k); Garfield Weston Foundation (£15k); West Glamorgan Regional Health Partnership 3<sup>rd</sup> Sector Grant (£15k); Neath Port Talbot Council Food Poverty Grants (£10,180); the Llynfi Afan Renewable Energy Park Community Fund (£5k); Neath Port Talbot Council for Voluntary Service Winter Well-Being Fund (£5k); the People's Health Trust (£4.5k); NPTCVS Voluntary Services emergency Fund (£3,341). In addition, we received grants from Neath Port Talbot Council (£3,719) towards our rent and rates, a grant from Ffilm Cymru Wales (£1,164) to support our cinema, donations from Tesco (£500) and Amazon (£250) and we raised £2,870 through membership fees, donations and library activities. The refurbishment was largely funded by a grant of £181,309 from the Community Facilities Programme.

**Section F Declaration**

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

**Signed on behalf of the charity's trustees**

<b>Signatures</b>		
<b>Full names</b>	Melanie Emmett	Bob Chapman
<b>Position</b>	Chair	Secretary

**Date** 7<sup>th</sup> November 2022



Receipts and payments accounts

CC16a

For the period from	01/04/2021	To	31/03/2022
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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 £
<b>A1 Receipts</b>					
NPT Council Food Poverty Grant		10,180	-	10,180	1,588
Ffilm Cymru Wales Film Access Grant		1,164	-	1,164	-
Library/Tea Room Takings	917		-	917	336
Membership & Donations	1,361		-	1,361	514
Room Rental	563		-	563	-
Yoga Class	29		-	29	-
The People's Health Trust		4,500	-	4,500	5,000
NPT Council Rent and Rates Grants		3,719	-	3,719	3,719
Penycymoedd Wind Farm Community Fund			-	-	13,176
Llynfi Afan Renewable Energy Park	5,000		-	5,000	5,000
Council members Community fund			-	-	5,000
Moondance Covid-19 relief fund			-	-	16,288
Charities aid foundation			-	-	5,922
NPT CBC Small Charities resilience fund			-	-	10,000
NPTCVS Voluntary Services Emergency Fund		3,341	-	3,341	4,666
Pen Y Cymoedd specific grant			-	-	7,422
COVID Support Grant (Cultural Recovery Fund)	15,000		-	15,000	-
Tesco Grant	500		-	500	-
Amazon Grant	250		-	250	-
NPTCVS Winter Wellbeing Fund		5,000	-	5,000	-
West Glam Regional Partnership 3rd sector Grant		15,000	-	15,000	-
Welsh Government Community Facilities Grant		181,309	-	181,309	-
Garfield Weston Foundation	15,000		-	15,000	-
<b>Sub total (Gross income for AR)</b>	<b>38,620</b>	<b>224,213</b>	<b>-</b>	<b>262,833</b>	<b>78,631</b>

<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>38,620</b>	<b>224,213</b>	<b>-</b>	<b>262,833</b>	<b>78,631</b>

<b>A3 Payments</b>					
Accounting Software & Payroll Costs	389		-	389	388
Advertising	522		-	522	-
Food Bank - membership fees		802	-	802	-
Yoga Class instruction	170	270	-	440	-
Building Maintenance		448	-	448	552
Cleaning Materials	38	325	-	364	-
Employee salaries & national insurance	26,286	21,178	-	47,464	29,843
Employer's Pension	1,088		-	1,088	665
Film Hire	5	299	-	304	-
Filtering & Software Costs	120		-	120	-
Electric	3,388	1,222	-	4,610	3,363
General expenses	196		-	196	-
Ink For Printer/Photocopier	579	297	-	876	571
Insurance	1,136		-	1,136	1,302
Legal & Professional	480		-	480	780
Marketing	360	483	-	843	466
Newspaper Subscriptions			-	-	488
Refreshments		403	-	403	-
Renovation project Professional fees	20,987	109,005	-	129,992	1,500
Rent & Rates	198	3,719	-	3,917	3,917
Rubbish Removal / Recycling	160		-	160	-
Office Stationery & Postage	352	424	-	777	466
Room Hire	137		-	137	-
Security & Fire Alarm Costs	625		-	625	630
Small equipment expenses			-	-	708

Travel	204		-	204	138
Tea Room Expenses		1,120	-	1,120	-
Telephone	475	7	-	482	480
Training Costs			-	-	60
Volunteer Expenses	200	270	-	470	460
Water Rates	71		-	71	258
<b>Sub total</b>	<b>58,165</b>	<b>140,272</b>	<b>-</b>	<b>198,438</b>	<b>47,036</b>

**A4 Asset and investment purchases, (see table)**

Office equipment & IT			-	-	2,092
Fixtures & fittings	726	3,341	-	4,067	10,087
<b>Sub total</b>	<b>726</b>	<b>3,341</b>	<b>-</b>	<b>4,067</b>	<b>12,179</b>

<b>Total payments</b>	<b>58,891</b>	<b>143,613</b>	<b>-</b>	<b>202,505</b>	<b>59,215</b>
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<b>Net of receipts/(payments)</b>	<b>- 20,271</b>	<b>80,599</b>	<b>-</b>	<b>60,328</b>	<b>19,417</b>
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<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>A6 Cash funds last year end</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>	<b>63,568</b>	<b>44,151</b>
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<b>Cash funds this year end</b>	<b>4,375</b>	<b>119,521</b>	<b>-</b>	<b>123,896</b>	<b>63,568</b>
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## 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 £
<b>B1 Cash funds</b>	Bank Account	4,375	119,521	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>4,375</b>	<b>119,521</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Office Equipment & IT Cost	Unrestricted	5,838	-
	Office Equipment & IT Cost	Restricted	4,802	-
	Fixtures & Fittings	Restricted	12,742	-
	Fixtures & Fittings	Unrestricted	8,417	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Building Project to be completed	Restricted	77,304	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees				
	Signature	Print Name	Date of approval	
	<i>Ann Mayer</i>	Ann Mayer	7/11/22	
	<i>S. Paul</i>	SIAN PAUL	7.11.22	





# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Cymer Afan Community Library

On accounts for the year  
ended

31<sup>st</sup> March 2022

Charity no  
(if any)

1157765

Set out on pages

1 to 2

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 in an audit, 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 below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
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:

Date:

26/10/2022

Name:

MARTIN CHILVER

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

FCA

<b>Address:</b>	THE CHARTWELL PRACTICE
	4 ST. PAUL'S SQUARE
	BURTON-ON-TRENT
	STAFFORDSHIRE
	DE14 2EF

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.



Receipts and payments accounts

CC16a

For the period from	01/04/2021	To	31/03/2022
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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 £
<b>A1 Receipts</b>					
NPT Council Food Poverty Grant		10,180	-	10,180	1,588
Ffilm Cymru Wales Film Access Grant		1,164	-	1,164	-
Library/Tea Room Takings	917		-	917	336
Membership & Donations	1,361		-	1,361	514
Room Rental	563		-	563	-
Yoga Class	29		-	29	-
The People's Health Trust		4,500	-	4,500	5,000
NPT Council Rent and Rates Grants		3,719	-	3,719	3,719
Penycymoedd Wind Farm Community Fund			-	-	13,176
Llynfi Afan Renewable Energy Park	5,000		-	5,000	5,000
Council members Community fund			-	-	5,000
Moondance Covid-19 relief fund			-	-	16,288
Charities aid foundation			-	-	5,922
NPT CBC Small Charities resilience fund			-	-	10,000
NPTCVS Voluntary Services Emergency Fund		3,341	-	3,341	4,666
Pen Y Cymoedd specific grant			-	-	7,422
COVID Support Grant (Cultural Recovery Fund)	15,000		-	15,000	-
Tesco Grant	500		-	500	-
Amazon Grant	250		-	250	-
NPTCVS Winter Wellbeing Fund		5,000	-	5,000	-
West Glam Regional Partnership 3rd sector Grant		15,000	-	15,000	-
Welsh Government Community Facilities Grant		181,309	-	181,309	-
Garfield Weston Foundation	15,000		-	15,000	-
<b>Sub total (Gross income for AR)</b>	<b>38,620</b>	<b>224,213</b>	<b>-</b>	<b>262,833</b>	<b>78,631</b>

<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>38,620</b>	<b>224,213</b>	<b>-</b>	<b>262,833</b>	<b>78,631</b>

<b>A3 Payments</b>					
Accounting Software & Payroll Costs	389		-	389	388
Advertising	522		-	522	-
Food Bank - membership fees		802	-	802	-
Yoga Class instruction	170	270	-	440	-
Building Maintenance		448	-	448	552
Cleaning Materials	38	325	-	364	-
Employee salaries & national insurance	26,286	21,178	-	47,464	29,843
Employer's Pension	1,088		-	1,088	665
Film Hire	5	299	-	304	-
Filtering & Software Costs	120		-	120	-
Electric	3,388	1,222	-	4,610	3,363
General expenses	196		-	196	-
Ink For Printer/Photocopier	579	297	-	876	571
Insurance	1,136		-	1,136	1,302
Legal & Professional	480		-	480	780
Marketing	360	483	-	843	466
Newspaper Subscriptions			-	-	488
Refreshments		403	-	403	-
Renovation project Professional fees	20,987	109,005	-	129,992	1,500
Rent & Rates	198	3,719	-	3,917	3,917
Rubbish Removal / Recycling	160		-	160	-
Office Stationery & Postage	352	424	-	777	466
Room Hire	137		-	137	-
Security & Fire Alarm Costs	625		-	625	630
Small equipment expenses			-	-	708

Travel	204		-	204	138
Tea Room Expenses		1,120	-	1,120	-
Telephone	475	7	-	482	480
Training Costs			-	-	60
Volunteer Expenses	200	270	-	470	460
Water Rates	71		-	71	258
<b>Sub total</b>	<b>58,165</b>	<b>140,272</b>	<b>-</b>	<b>198,438</b>	<b>47,036</b>

**A4 Asset and investment purchases, (see table)**

Office equipment & IT			-	-	2,092
Fixtures & fittings	726	3,341	-	4,067	10,087
<b>Sub total</b>	<b>726</b>	<b>3,341</b>	<b>-</b>	<b>4,067</b>	<b>12,179</b>

<b>Total payments</b>	<b>58,891</b>	<b>143,613</b>	<b>-</b>	<b>202,505</b>	<b>59,215</b>
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<b>Net of receipts/(payments)</b>	<b>- 20,271</b>	<b>80,599</b>	<b>-</b>	<b>60,328</b>	<b>19,417</b>
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<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>A6 Cash funds last year end</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>	<b>63,568</b>	<b>44,151</b>
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<b>Cash funds this year end</b>	<b>4,375</b>	<b>119,521</b>	<b>-</b>	<b>123,896</b>	<b>63,568</b>
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## 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 £
<b>B1 Cash funds</b>	Bank Account	4,375	119,521	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>4,375</b>	<b>119,521</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Office Equipment & IT Cost	Unrestricted	5,838	-
	Office Equipment & IT Cost	Restricted	4,802	-
	Fixtures & Fittings	Restricted	12,742	-
	Fixtures & Fittings	Unrestricted	8,417	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Building Project to be completed	Restricted	77,304	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees				
	Signature	Print Name	Date of approval	
	<i>Ann Mayer</i>	Ann Mayer	7/11/22	
	<i>S. Paul</i>	SIAN PAUL	7.11.22	





# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Cymer Afan Community Library

On accounts for the year  
ended

31<sup>st</sup> March 2022

Charity no  
(if any)

1157765

Set out on pages

1 to 2

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 in an audit, 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 below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
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:

Date:

26/10/2022

Name:

MARTIN CHILVER

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

FCA

<b>Address:</b>	THE CHARTWELL PRACTICE
	4 ST. PAUL'S SQUARE
	BURTON-ON-TRENT
	STAFFORDSHIRE
	DE14 2EF

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**CYMER AFAN COMMUNITY LIBRARY**

England & Wales - Charity number 1157765

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# Accounts

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## Cymer Afan Community Library Trustees' Annual Report for the period

from 1st April 2020 to 31st March 2021

### Section A Reference and administration details

Charity name

Registered charity number

Charity's principal address

Postcode

#### Names of the charity trustees:

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Bob Chapman	Secretary	
2	Mel Emmet	Chair	
3	Helen Gardner	Treasurer	
4	Scott Jones		
5	David Lakin		
6	Ann Mayer		
7	David Mayer		Until 27 <sup>th</sup> November 2020
8	Sian Paul		From 27 <sup>th</sup> November 2020
9	Lauren Roberts		
10	Alison White	Membership Secretary	

#### Names and addresses of advisers

Type of adviser Name

Address

Bank	TSB Bank	19 Talbot Street, Maesteg, CF34 9BS
Accountant	The Chartwell Practice	4 St Pauls Square, Burton on Trent, DE14 2EF
Solicitors	Hutchinson Thomas	Pendrill Court, 119 London Road, Neath, SA11 1LF
Architect	Kevyn Davies BA(Hons) BArch RIBA ARB	Llys-Y-Coed, Cornish Row, Cwmafan, Port Talbot, SA12 9YB

### Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document

How the charity is constituted

Trustee selection methods

Trustees are elected from the membership at Annual General Meetings for a three year term with a third of trustees retiring at each AGM. They can also be appointed until the next AGM by existing trustees between annual general meetings.

In the 2020-21 year the Trustees have met 10 times, all via the Zoom video-conference facility.

### Additional governance issues

Unfortunately the plans to develop an “over-arching body” for third sector organisations in the valley have been delayed by the Covid-19 pandemic.

Trustees have been supported in their work by the Neath Port Talbot Council for Voluntary Service.

Trustees have adopted a suite of policies to guide our operations and practice, but the regular review of these has not been possible during Covid-19. The review programme will be re-instated once the Covid-129 restrictions are relaxed.

Trustees continue to consider major risks to their business as part of the Strategic Planning process. A review of our Business Plan was started during the year which culminated in the adoption of a new plan for 2021-24 in July 2021.

## Section C Objectives and activities

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

### *“Bringing the Community Together & Encouraging Reading”*

At the last AGM in November 2020 Members agreed a change to the objects in the constitution which after some amendments were agreed by the Charity Commission in Spring 2021. Our current objects are now:

- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.
- For the purpose of this clause ‘socially excluded’ means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.
- To promote for the benefit of the inhabitants of the electoral ward of Cymmer and the surrounding areas the provision of facilities for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.
  - To advance education of the public in electoral ward of Cymmer and surrounding areas generally, by the running and management of a community library for the benefit of the said residents.

Our overall approach to developing our community library has two major strands. We will:

- build on our core purpose of providing library services to the community of the Upper Afan Valley; and
- develop other uses of the building in keeping with that core purpose which will contribute towards the creation of the library as a Community Hub - a multi-purpose community facility.

**Summary of the main activities undertaken for the public benefit in relation to these objects**

2020-21 has been a year like no other! 2 weeks before the beginning of the financial year all four UK nations went into lockdown in response to the spread of the Covid-19 pandemic. We closed the community library from Monday 23<sup>rd</sup> March, but by Monday 30<sup>th</sup> March we had re-opened it as a Community Help Hub.

**Summary of activities continued . . .**

We have been running the community library now since May 2014 and before the covid-19 pandemic had developed it into a thriving community facility offering a range of activities, services and events as well as a tea-room and the normal facilities of a public library. Unfortunately, this all came to a sudden end on 23<sup>rd</sup> March 2020, when we closed the building.

It soon became apparent, however, that our community would need ongoing support through the pandemic. The Trussell Trust food bank, a branch of their Bridgend operation which was located in the Gilgal chapel near the community library, closed down its operations at the end of March as all its volunteers were required to self-isolate. Community Library staff quickly negotiated for the Trussell Trust to run their food bank from the community library, now renamed the Community Help Hub using some of our staff and volunteers. Usage was steady from the beginning in April and has slowly grown throughout the year. In the summer the Trussell Trust withdrew their support from the operation as we were outside their core area, the Bridgend local authority area. At that point our Trustees agreed to continue to run the food bank without their support, and we joined the Independent Food Aid Network. Although this was not the path we originally intended it enabled us to be more flexible in the way we ran the operation.

Over the summer we explored the way other food banks in the UK had developed new ways of working which encouraged users to make a small payment (if they were able to) in return for some choice over the food they received. This was to reduce the stigma attached to being the recipient of charity from the food bank and had the benefit of promoting a feeling of being a customer with some limited choice. We named this element of the work The Food Cupboard. By the end of the financial year we had built up a small but loyal following who help to keep the food bank afloat with their regular small payments at the same time as helping to reduce supermarket food waste. The food bank remains available to anyone who can afford even a small contribution. The main source of our food was the FareShare charity which collects surplus supermarket food, but we also received donations direct from Morrisons and the Co-op as well as individual and some community groups. Through an arrangement with the local Afan Lodge hotel we were provided with frozen prepared meals made from surplus food bank supplies.

We continued to provide other services during the year as a Community Help Hub included emergency use of a computer, photocopying and printing (for things like job applications, holiday cancellations and benefit claims) and the provision of hearing aid batteries.

During the pandemic we worked together with Neath Port Talbot Council for Voluntary Service, Gwynfi Miners' Community Hall, the County Library Service, the local authority Safe and Well Service, the local councillors, and we also kept in touch with our MP, Stephen Kinnock and Senedd Member, David Rees.

We employed three part-time staff during the year and thanks are due to them all: Tym Thomas (Centre Coordinator, 30 hrs); Peter Lakin (Bookkeeper, 3 hrs) and Sharon Ackery (Cleaner, 5 hrs). Without them we would not have been able to keep open our operations.

A small number of our volunteer team continued to volunteer during the pandemic helping out with the food bank, the Food Cupboard and other services, and sort out the book stock: Thanks for their contribution during the year are particularly due to: Melanie Emmett, Ann Evans, Alan Furnell, Andrew Hooper, Scott Jones, Tina Lewis, Nicola Davies, Eunice Newing, Sian Paul, Ceri Ellen Thomas, Alison White & Jean White.

This has been the first year we have benefited from free electricity from the solar panels installed by the Egni Cooperative on our roof.

In planning and delivering all these individual activities, and during the process for reviewing our strategic plan, the Trustees have considered and had regard to the public benefit guidance issued by the Charity Commission.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

During the year the Community Help Hub was open every weekday managed on a day to day basis by our Centre Coordinator.

The food bank and Food Cupboard have operated throughout the year and have supplied around 8 to 10 people every week, each supporting around 4 people. So we estimate we have helped to feed around 1,600 people during the year. Our experience is that people often need to use the food bank for several weeks but then either drop out or move on to the Food Cupboard. We do not know the exact number of separate individuals helped but estimate it to be around 400.

### Queens' Award for Voluntary Service:

In June 2020 we were delighted to be chosen as the recipients of the Queens Award for Voluntary Service, equivalent to an MBE for voluntary organisations, the highest award a voluntary organisation can achieve. The formal presentation of the award by the Lord Lieutenant of West Glamorgan, Mrs Louise Fleet, had to be postponed until the summer of 2021.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees have determined that it would be prudent to keep 3 months running costs as reserves – in 2020-21 this was £11,760 which the Trustees carried over at the end of the financial year. The Trustees have also set aside a capital fund for future improvements to the building and at the end of the year this held £23,500.

### Further financial review details

We had two main sources of income during the 2020-21 – several of our existing funders allowed us to use their funds for the new purpose of running our emergency Community Help Hub: the People's Health Trust (£5k), Comic Relief (£10k), and the Garfield Weston Foundation (£10k), and the Llynfi Afan Renewable Energy Park Community Fund (£5k). In addition, several funders supported us specifically to provide emergency support to our community: Pen y Cymoedd Wind Farm Community Fund (£13,176), Welsh Government (through the local authority) £10k, the Moondance Foundation (£4k) and the Community Foundation (£5,922). There was also a significant response from the local community with donations to support the food bank. The Trustees also waived the annual membership fee as it was regarded as too dangerous to collect small amounts of cash when people were (initially) confined to their homes. Towards the end of the financial year the Moondance Foundation awarded us a further £12,288 to enable us to keep providing our emergency service into 2021-22.

## Section F

## Declaration

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

Signed on behalf of the charity's trustees

Signatures

M Emmett

Bob Chapman

Full names

Melanie Emmett

Bob Chapman

Position

Chair

Secretary

Date

1<sup>st</sup> November 2021



Receipts and payments accounts

CC16a

For the period from	01/04/2020	To	31/03/2021
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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 £
<b>A1 Receipts</b>					
NPTCBC Grant		1,588	-	1,588	-
Film Shows					297
Ffilm Cymru Wales					3,474
Library/Tea Room Takings	336			336	2,455
Membership & Donations	264			264	1,352
Fete & Xmas Money Raised					451
Room Rental					2,335
Leisure Classes					1,636
Neath Port Talbot Council		3,719		3,719	3,694
The People's Health Trust	5,000			5,000	10,000
Charitable giving	250			250	
Llynfi Afan Renewable Energy Park	5,000			5,000	5,000
Penycymoedd Wind Farm Community Fund		13,176		13,176	5,000
Council members Community fund		5,000		5,000	
Moondance Covid-19 relief fund	4,000	12,288		16,288	
Charities aid foundation	5,922			5,922	
NPT CBC Small Charities resilience fund	10,000			10,000	
NPT CVS Grant		4,666		4,666	
Pen Y Cymoedd specific grant		7,422		7,422	
Ffynnon Oer Wind Farm					5,000
Comic Relief					10,000
Garfield Weston Foundation					10,000
<b>Sub total (Gross income for AR)</b>	<b>30,772</b>	<b>47,859</b>	<b>-</b>	<b>78,631</b>	<b>60,694</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30,772</b>	<b>47,859</b>	<b>-</b>	<b>78,631</b>	<b>60,694</b>
<b>A3 Payments</b>					
Accounting Software & Payroll Costs	389			389	388
Books					12
Christmas fete expenses					163
Yoga Class instruction					1,440
Building Maintenance	552			552	233
Cleaning Materials					61
Employee salaries & national insurance	17,257	12,586		29,843	29,289
Employer's Pension	665			665	
Film Hire					3,652
Electric	3,363			3,363	5,804
General expenses					752
Ink For Printer/Photocopier	571			571	507
Insurance	1,302			1,302	450
Legal & Professional	780			780	425
Marketing		466		466	469
Newspaper Subscriptions	488			488	466
Renovation project Professional fees	1,500			1,500	
Rent & Rates	198	3,719		3,917	3,887
Office Stationery & Postage		466		466	260
Room Hire					152
Security & Fire Alarm Costs	630			630	918
Small equipment expenses		708		708	
Travel		138		138	
Tea Room Expenses					1,255
Telephone	480			480	405
Training Costs	60			60	
Volunteer Expenses	460			460	856
Water Rates	258			258	233
<b>Sub total</b>	<b>28,953</b>	<b>18,083</b>	<b>-</b>	<b>47,036</b>	<b>52,077</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Office equipment & IT	1,090	1,002		2,092	3,845
Fixtures & fittings	5,128	4,959		10,087	622
<b>Sub total</b>	<b>6,218</b>	<b>5,961</b>	<b>-</b>	<b>12,179</b>	<b>4,468</b>
<b>Total payments</b>	<b>35,171</b>	<b>24,044</b>	<b>-</b>	<b>59,215</b>	<b>56,545</b>
<b>Net of receipts/(payments)</b>	<b>- 4,399</b>	<b>23,815</b>	<b>-</b>	<b>19,417</b>	<b>4,149</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>29,044</b>	<b>15,107</b>	<b>-</b>	<b>44,151</b>	<b>40,001</b>
<b>Cash funds this year end</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>	<b>63,568</b>	<b>44,151</b>

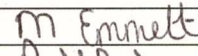
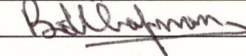
**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	24,645	38,922	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Office Equipment & IT Cost	Unrestricted	1,350	-
	Office Equipment & IT Cost	Restricted	7,350	-
	Fixtures & Fittings	Restricted	8,701	-
	Fixtures & Fittings	Unrestricted	14,302	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	MEL EMMETT	1/11/21
	BOB CHAPMAN	1/11/21



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Cymer Afan Community Library

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no  
(if any)

1157765

Set out on pages

1 to 2

**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 in an audit, 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 below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
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:

Date:

21/10/2021

Name:

MARTIN CHILVER

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

FCA

**Address:** THE CHARTWELL PRACTICE

4 ST. PAUL'S SQUARE

BURTON-ON-TRENT

STAFFORDSHIRE

DE14 2EF

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.



Receipts and payments accounts

CC16a

For the period from	01/04/2020	To	31/03/2021
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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 £
<b>A1 Receipts</b>					
NPTCBC Grant		1,588	-	1,588	-
Film Shows					297
Ffilm Cymru Wales					3,474
Library/Tea Room Takings	336			336	2,455
Membership & Donations	264			264	1,352
Fete & Xmas Money Raised					451
Room Rental					2,335
Leisure Classes					1,636
Neath Port Talbot Council		3,719		3,719	3,694
The People's Health Trust	5,000			5,000	10,000
Charitable giving	250			250	
Llynfi Afan Renewable Energy Park	5,000			5,000	5,000
Penycymoedd Wind Farm Community Fund		13,176		13,176	5,000
Council members Community fund		5,000		5,000	
Moondance Covid-19 relief fund	4,000	12,288		16,288	
Charities aid foundation	5,922			5,922	
NPT CBC Small Charities resilience fund	10,000			10,000	
NPT CVS Grant		4,666		4,666	
Pen Y Cymoedd specific grant		7,422		7,422	
Ffynnon Oer Wind Farm					5,000
Comic Relief					10,000
Garfield Weston Foundation					10,000
<b>Sub total (Gross income for AR)</b>	<b>30,772</b>	<b>47,859</b>	<b>-</b>	<b>78,631</b>	<b>60,694</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30,772</b>	<b>47,859</b>	<b>-</b>	<b>78,631</b>	<b>60,694</b>
<b>A3 Payments</b>					
Accounting Software & Payroll Costs	389			389	388
Books					12
Christmas fete expenses					163
Yoga Class instruction					1,440
Building Maintenance	552			552	233
Cleaning Materials					61
Employee salaries & national insurance	17,257	12,586		29,843	29,289
Employer's Pension	665			665	
Film Hire					3,652
Electric	3,363			3,363	5,804
General expenses					752
Ink For Printer/Photocopier	571			571	507
Insurance	1,302			1,302	450
Legal & Professional	780			780	425
Marketing		466		466	469
Newspaper Subscriptions	488			488	466
Renovation project Professional fees	1,500			1,500	
Rent & Rates	198	3,719		3,917	3,887
Office Stationery & Postage		466		466	260
Room Hire					152
Security & Fire Alarm Costs	630			630	918
Small equipment expenses		708		708	
Travel		138		138	
Tea Room Expenses					1,255
Telephone	480			480	405
Training Costs	60			60	
Volunteer Expenses	460			460	856
Water Rates	258			258	233
<b>Sub total</b>	<b>28,953</b>	<b>18,083</b>	<b>-</b>	<b>47,036</b>	<b>52,077</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Office equipment & IT	1,090	1,002		2,092	3,845
Fixtures & fittings	5,128	4,959		10,087	622
<b>Sub total</b>	<b>6,218</b>	<b>5,961</b>	<b>-</b>	<b>12,179</b>	<b>4,468</b>
<b>Total payments</b>	<b>35,171</b>	<b>24,044</b>	<b>-</b>	<b>59,215</b>	<b>56,545</b>
<b>Net of receipts/(payments)</b>	<b>- 4,399</b>	<b>23,815</b>	<b>-</b>	<b>19,417</b>	<b>4,149</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>29,044</b>	<b>15,107</b>	<b>-</b>	<b>44,151</b>	<b>40,001</b>
<b>Cash funds this year end</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>	<b>63,568</b>	<b>44,151</b>

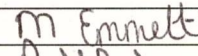
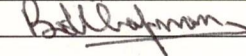
**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	24,645	38,922	-
	Petty Cash		-	-
	<b>Total cash funds</b>	<b>24,645</b>	<b>38,922</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Office Equipment & IT Cost	Unrestricted	1,350	-
	Office Equipment & IT Cost	Restricted	7,350	-
	Fixtures & Fittings	Restricted	8,701	-
	Fixtures & Fittings	Unrestricted	14,302	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	MEL EMMETT	1/11/21
	BOB CHAPMAN	1/11/21



# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/  
members of

Cymer Afan Community Library

On accounts for the year  
ended

31<sup>st</sup> March 2021

Charity no  
(if any)

1157765

Set out on pages

1 to 2

**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 in an audit, 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 below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
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:

Date:

21/10/2021

Name:

MARTIN CHILVER

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**Section B**

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