

Cymer Afan Community Library Trustees' Annual Report for the period

from 1st April 2024 to 31st March 2025

Section A Reference and administration details

Charity name Cymer Afan Community Library

Registered charity number 1157765

Charity's principal address
Cymer Afan Community Library
Library Plus!, Station Road, Cymer,
Port Talbot
Postcode SA13 3HR

Names of the charity trustees:

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

Names and addresses of advisers

Type of adviser	Name	Address
Interim Treasurer	Bob Chapman	From 15 th July 2024.
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	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 rd March 2014, amended 20 th October 2017, 15 th July 2021 and 15 th 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 31st 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

Summary of the main achievements of the charity during the year

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).

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.

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 2024-25 this was £44k 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 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) & 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.

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	Trustee

Date 14th November 2025



Receipts and payments accounts

CC16a

For the period
from

01/04/2024

To

31/03/2025

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
LIBRARY INCOME					
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
GRANTS					
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
Sub total (Gross income for AR)	133,928	40,953	-	174,881	92,527
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	133,928	40,953	-	174,881	92,527

A3 Payments

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				-	-
Sub total	100,591	28,829	-	129,420	100,807
A4 Asset and investment purchases, (see table)					
Office equipment & IT	3,022		-	3,022	849
Fixtures & fittings	745	1,694		2,439	11,407
Sub total	3,767	1,694	-	5,461	12,255
Total payments	104,359	30,523	-	134,881	113,062
Net of receipts/(payments)	29,569	10,430	-	40,000	- 20,536
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,916	7,419	-	47,335	67,871
Cash funds this year end	69,485	17,849	-	87,335	47,335

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		-	-
	Total cash funds	69,485	17,849	-

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

OK

OK

OK


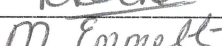
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Office Equipment & IT Cost	Unrestricted	9,389	-
Office Equipment & IT Cost	Restricted	3,112	-
Fixtures & Fittings	Unrestricted	6,456	-
Fixtures & Fittings	Restricted	30,433	-

B5 Liabilities

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

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

Signature	Print Name	Date of approval
	Rosey Roche	20/10/25
	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

31st 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.