

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	07	May	2022		06	May	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Taibach Community Library	
5 Commercial Road	
Taibach, Port Talbot	
Postcode	SA13 1LN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Luke Jenkins	Secretary Chair of Trustees	Until 22 September 2022 Since 23 September 2022	
2	Anthony Taylor	Chair of Trustees	Until 22 August 2022	
3	Christine Thomas	Treasurer		
4	Alyson Moore			
5	Sean Pursey			
6	Rachel Taylor		Until 22 August 2022	
7	Rhian Davies			
8	Jennifer Morris		Since 10 January 2023	
9	Susan Grundy		Since 18 March 2023	
10				

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution – adopted 07 May 2014
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected from the membership at Annual General Meetings with a third of trustees retiring at each AGM. They can be appointed until the next AGM by the existing trustees between annual general meetings.

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

The text as reads in the governing document:

“To promote for the benefit of the inhabitants of the electoral wards of Taibach and Margam and the surrounding area 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.”

These objectives are carried out by the running of a community Library in Taibach.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main activities carried out by the charity are:

- Lending of Books and DVDs to members of the public.
- Providing 4 public access computers with internet access, which are usable free of charge.
- Providing a photocopying facility.
- Providing a place for public documents and consultations to be displayed.

In addition to this, the library offers a range weekly activities and events to encourage all members of the community to come along and get involved with.

A team of 12 trained volunteers have been responsible for the day-to-day running and operation of the library and is made up of people from the local community and neighbouring towns and villages.

In planning and delivering these activities and services, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of the main achievements of the charity during the year

During the 2022-23 year, the Charity continued to successfully operate a library provision for the communities of Taibach, Goytre and Margam.

During this financial year, the pressures from the COVID-19 pandemic were eased and the library was able to once again offer its full range of services to its customers.

The library has developed a range of weekly clubs and activities to try and appeal to a wide range of people, to encourage them to come into the library and get involved.

The weekly Coffee Morning on a Monday morning encourages people of all ages to call in for a cuppa and a chat. On a Monday afternoon, there is an opportunity to research Family History with a dedicated volunteer providing this service. On a Tuesday morning, customers can take part in the weekly Art Group. The Knitting and Crochet Circle continues to be popular, with it now meeting twice per week, on a Tuesday and Thursday afternoon. Thursday morning sees the Jigsaw and Board Game Club take place, where customers can come in to play a game or help build our library jigsaw. Saturdays are dedicated to Kids Club between 10:30 – 12:30 and this has grown in popularity since its reintroduction.

As well as the weekly Kids Club, during school holidays additional sessions are held to encourage children to come in and use the library's facilities. In addition to this, in the weeks leading up to Halloween and Christmas, special children's craft sessions took place, allowing the children to create seasonal crafts such as pumpkins and Father Christmas.

During this year, the library applied for and was successful in being awarded a grant from Neath Port Talbot Council to provide a Warm Space provision. This enabled the library to offer a safe, warm space for all members of the community to come in and enjoy a free cup of tea, coffee or hot soup and biscuits. We were also able to offer a limited supply of warm bags, consisting of a blanket and hot water bottle. As well as this, we boosted our board game provision for adults and the children's area benefited from the addition of brand-new educational games and toys, including sensory toys to appeal to children from toddler age upwards. We were also able to provide access to a Kindness Rail – where people could donate unwanted warm clothing, and anyone was welcome to help themselves. We also were able to provide phone and laptop charging facilities with the purchase of new extension leads and cables. During the period the space was active, we also offered daily newspapers for customers to read in the library.

The library has continued to embrace the use of Facebook and Instagram to promote the library's offerings to the local community, especially more so this year due to the Pandemic.

The success of using these tools has been encouraging, with posts on the Facebook page reaching an average of 9,000 people per month.

Support continued from the local council (Neath Port Talbot County Borough Council) in the form of ICT systems support and the continued supply of books for the lending library.

Section E Financial review

Brief statement of the charity's policy on reserves

We have a healthy level of reserves in the bank.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

As in previous financial years, the costs of operating vary due to the nature of invoicing and recharging of utilities and other bills from the Local Authority.



During this year, the charity received a Warm Space Grant from Neath Port Talbot Council and a Cost of Living Grant from Welsh Government. These restricted funding grants can only be spent on set things as stipulated in the grant terms and conditions.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Luke Jenkins	Christine Thomas
Position (eg Secretary, Chair, etc)	Chair of Trustees	Treasurer
Date	07/08/2023	07/08/2023

Receipts and payments accounts

For the period from	Period start date 07-May-22	To	Period end date 06-May-23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Library takings cash	3,300	-	-	3,300	713
Sumup payments	122	-	-	122	428
Clothes bank recycling	484	-	-	484	355
Online fundraising	280	-	-	280	179
Paypal fundraising	-	-	-	-	244
COVID Grant - NPTCBC	-	-	-	-	2,000
Rent Grant - NPTCBC	-	1,100	-	1,100	1,200
Warm Space Grant - NPTCBC	-	2,400	-	2,400	-
Cost of Living Grant - Welsh Gov	-	5,000	-	5,000	-
Sub total (Gross income for AR)	4,186	8,500	-	12,686	5,119
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,186	8,500	-	12,686	5,119
A3 Payments					
Utilities	1,172	910	-	2,082	2,427
Rent	100	1,100	-	1,200	1,300
Insurance	-	1,135	-	1,135	1,936
Equipment purchased	566	-	-	566	1,613
Refurbishment project	-	-	-	-	7,640
Photocopier bill	153	-	-	153	146
Sumup fees	10	-	-	10	9
Cash loss/till error	7	-	-	7	15
Purchase of books	24	-	-	24	200
Warm Spaces equipment purchased	-	1,390	-	1,390	-
Sub total	2,032	4,534	-	6,566	15,286
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,032	4,534	-	6,566	15,286
Net of receipts/(payments)	2,154	3,966	-	6,120	- 10,167
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,312	-	-	9,312	-
Cash funds this year end	11,466	3,966	-	15,432	- 10,167

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	11,450	3,966	-
	Cash	16	-	-
	Total cash funds	11,466	3,966	-

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

OK

OK

OK

**Unrestricted
funds**
to nearest £

Restricted funds
to nearest £

**Endowment
funds**
to nearest £

Details

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details

B3 Investment assets

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-
	-	-

Details

**B4 Assets retained for the
charity's own use**

Fund to which asset belongs	Cost (optional)	Current value (optional)
Unrestricted	329	-
Unrestricted	-	-
Unrestricted	-	20
Unrestricted	-	250
Unrestricted	3,500	-
	-	-
	-	-
	-	-
	-	-

Details

B5 Liabilities



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

	Luke Jenkins	07/08/2023
	Christine Thomas	07/08/2023