

FRIENDS OF BURNAGE LIBRARY LTD

England & Wales · Charity number 1158817

Details

Other names FRIENDS OF BURNAGE LIBRARY, FOBL

Status Registered

Legal form Charitable company

Company number [08909086](#)

Registered 2014-10-09

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

Contact

Address Manchester City Council
Public Library
349 Burnage Lane
Manchester
M19 1EW

Phone 07905832006

Email info@burnageactivityhub.org.uk

Website www.burnageactivityhub.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ('OBJECTS') ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:(1) TO FURTHER OR BENEFIT THE RESIDENTS OF BURNAGE AND NEIGHBOURING AREAS, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE, OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING CONDITIONS OF LIFE FOR THE RESIDENTS. (2) 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 PARTS OF SOCIETY, AS A RESULT OF ONE OF MORE OF THE FOLLOWING FACTORS: UNEMPLOYMENT; FINANCIAL HARDSHIP; YOUTH OR OLD AGE; ILL HEALTH (PHYSICAL OR MENTAL); SUBSTANCE ABUSE OR DEPENDENCY INCLUDING ALCOHOL AND DRUGS; DISCRIMINATION ON THE GROUNDS OF SEX, RACE, DISABILITY, ETHNIC ORIGIN, RELIGION, BELIEF, CREED, SEXUAL ORIENTATION OR GENDER RE-ASSIGNMENT; POOR EDUCATIONAL OR SKILLS ATTAINMENT; RELATIONSHIP AND FAMILY BREAKDOWN; POOR HOUSING (THAT IS HOUSING THAT DOES NOT MEET BASIC HABITABLE STANDARDS; CRIME (EITHER AS A VICTIM OF CRIME OR AS AN OFFENDER REHABILITATING INTO SOCIETY).

Activities: Friends of Burnage Library Ltd. provides a range of learning, cultural, creative and social activities at Burnage Library and Activity Hub, Manchester. Our volunteer team also work alongside partners to provide an outreach library service.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Manchester City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£58,899	£58,210	-	-
2024-03-31	£68,306	£57,123	-	-
2023-03-31	£33,438	£34,367	-	-
2022-03-31	£63,810	£59,557	-	-
2021-03-31	£64,101	£67,200	-	-

Trustees

Name	Role	Appointed
Alison Hitchen		2023-04-03
Andrew Mortimer		2025-09-09
Dareema Akhtar Rehman		2022-01-26
Jennifer Barbara Enobakhare		2024-01-12
John Desmond McCrory		2020-10-12
Karen Pudner		2024-10-21

FRIENDS OF BURNAGE LIBRARY LTD

England & Wales - Charity number 1158817

Accounts

Company number: 08909086
Charity Number: 1158817

Friends of Burnage Library Limited

Report and financial statements
For the year ended 31 March 2025

Friends of Burnage Library Limited

Reference and administrative information for the year ended 31 March 2025

Company number	08909086
Charity number	1158817
Registered office	Burnage Library 349 Burnage Lane Manchester M19 1EW
Operational address	Burnage Library, Activity & Information Hub Burnage Lane Manchester M19 1EW
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: John McCrory - Chair Karen Pudner - Treasurer (appointed 21 October 2024) Stella Clare Sue Lloyd Dareema Rehman Alison Hitchen Jennifer Enobakhare Andrew Mortimer (appointed 09 September 2025) Harriet Morgan-Shami (resigned 23 September 2024)
Bankers	HSBC 760 Wilmslow Road Manchester M20 2DP
Accountants	Arlo Accountancy Limited 107 Valley Road Stockport SK4 2DB
Independent Examiner	Hannah Elliott FCA Alker Elliott Accountants Limited 29 Greylag Crescent Worsley Manchester M28 7AB

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2025

The trustees present their report and the unaudited financial statements for the year ended 31st March 2025. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Objects and aims

- 1) To further or benefit the residents of Burnage and the neighbourhood without the distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 2) 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 parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental) substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender reassignment; poor educational or skill attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).

Each year our Trustees review the objectives and activities to ensure they continue to reflect our aims. In carrying out this review the Trustees have considered the Charity Commission's general guidance on public benefit. The Charity's objectives are:-

- To advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 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.

Activities undertaken for public benefit in relation to objects

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit. Regular reports on activities are submitted to the directors at board meetings from the freelance staff to enable the directors to monitor progress. This and other mechanisms, such as the annual rolling plan and budget, enables the trustees to ensure that new and current activities are in line with the charity's aims and objectives and the Charity Commission's guidance.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2025

Achievements and performance

Friends of Burnage Library Limited's (FOBL) activities and supporters are described below. All our charitable works focus on Burnage and are undertaken to further FOBL's charitable purposes for the public benefit.

The year 2024-25 saw the continuation of Friends of Burnage Library's (FOBL) work, consolidating existing groups and activities and growing others. The loyalty of our volunteers continues to impress, and we remain indebted to their dedication and commitment to the library.

Particular highlights included the transformation of our English Conversational Cafe into a taught programme led by Manchester Adult Education Society (MAES), along with the addition of a second drop-in session on Wednesday afternoons. Our work supporting local residents to improve their digital skills remains essential, with demand growing for help and guidance in this area. The activities supported by the Arts are for Everyone fund remained popular, especially the Saturday morning Children's Arts Club.

Partnership

Friends of Burnage Library continues its partnership with Manchester Libraries and Southway Housing, who manage the library service and building maintenance respectively. The support of our partners is vital, and we thank them for the support they offer. Without their assistance and commitment our work in the local community would not be possible.

Visitor Numbers

The year 2024-25 saw a 1.3% increase in visitor numbers to Burnage Library, Activity, and Information Hub, rising from 16,231 to 16,441.

Month	Visitors 23-24	Visitors 24-25
April	1,099	1,498
May	1,332	1,543
June	1,273	1,198
July	1,490	1,383
August	1,186	1,321
September	1,281	1,409
October	1,385	1,362
November	1,339	1,467
December	1,070	1,138
January	1,406	1,193
February	1,471	1,247
March	1,899	1,682
Total	16,231	16,441

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Extending Opening Hours

FOBL collaborated with Manchester Libraries to extend the library's opening hours by an hour on Monday evenings. This was aimed at encouraging the return of local children to the library after school and enhancing accessibility for those needing library services outside our traditional daytime hours.

Our Manchester

The Our Manchester fund supports our Development Worker, Amanda Wait, whose outstanding work includes supporting volunteers, developing and running projects, and writing funding bids for future programmes. The Development Worker reports to the Trustees on a monthly basis, as well as liaising on specific projects and activities with our community partners.

Activities supported by FOBL

Digital Café

The Digital Café continues to grow steadily, with Claire Workman taking over as the group's lead with funding from the Voicescape Community Fund and then The Access Foundation. We welcomed several new attendees from a wide range of backgrounds, including many for whom English is not a first language. Thanks to our diverse volunteer team, we have been able to offer support in multiple languages and have adapted our learning guides to ensure they are accessible for use at home. Volunteers now also include 6 week student placements organised by City College, proving a very productive intergenerational opportunity.

We have seen an increased need for help across a broad range of digital tasks, from navigating the NHS and MyDoctor apps for urgent healthcare needs to developing CVs, managing online banking and online shopping, and addressing concerns around online safety and potential scams. The café continues to respond flexibly to these evolving needs, ensuring attendees feel supported and confident in an increasingly digital world.

Storytime

Our weekly Singing, Rhyme and Storytime sessions remain enormously popular, led by Sylvia Brown. The group has been going from strength to strength with between 15 and 25 children attending regularly.

We have had many new parents and grandparents joining the group and 4 different local childminder parties are also regular attendees. Many of the local toddler groups do not allow them and they have been extremely grateful for the Storytime group to give their children the opportunity to be in a shared environment. They have been a great asset as children's familiarity with each other makes them confident singers and dancers and fantastic peer examples for the 'individual' children. I am very proud of them choosing to come.

In the last year, we have had a number of special sessions where we celebrated the multilingual nature of our community. We read books in other languages and parents and other library workers led in singing nursery songs and rhymes in different languages including Spanish, German, Czech and Yoruba.

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for the year ended 31 March 2025

Talk English Classes

Our Talk English group evolved over this period, from an informal conversational cafe to taught ESOL classes led by Manchester Adult Education (MAES). The demand for the service locally is very high and each group was extremely well attended, with learners from numerous backgrounds. The sessions connect people to each other, creating a space where people from different backgrounds come together to share their skills, learn something new, enjoy new friendships, and form networks of support, increasing their resilience and wellbeing.

The ESOL class was very well attended (an average of 17 learners) who made great progress. Given the scale of the demand, MAES offered an extra 6-week ESOL and Wellbeing course on Wednesday afternoons starting in 2025.

Joy Wassell Timms also ran a Journeys writing workshop, gathering stories from the Talk English Group in April.

Arts are for Everyone

Literary Activities

Our library's Writer in Residence, Joy Wassell-Timms, continued her range of activities and events at Burnage Library: The Reading Group, Writing Group, and Open Mic Nights.

Open Mic Nights

There were 3 Open Mic Nights during this time and all continued to be well attended, with audience numbers ranging from 25 - 35. Talented poets and writers from the Greater Manchester area regularly read and were supplemented by Writing group members who have now developed sufficient confidence to contribute.

Reading group

Numbers attending remain consistent, between 8 to 10. Books read have encompassed classics, contemporary fiction, crime and historical. Work by writers from a range of countries -Nigeria, India, US, Ireland and UK have proved popular.

Writing group

The Writing group continues to thrive with up to 10 attending each session.

Our 'Meet the Writers' Day in October featured adventure writer Matt Dickinson, performance poet Rose Condo, novelist Halima Khatun, and a range of open mic performances over the day. 82 people attended and we had some terrific feedback. Many stayed for the Open Mic at the end of the day, where Writing group members contributed work done over a few months on the theme of 'Journeys'.

Children's Saturday Art Club

We continued our monthly Children's Saturday Art Club sessions, bringing high quality creative experiences to children aged 5-11, as part of our "Arts are for Everyone" programme supported by National Lottery Awards for All funding. These sessions were enormously popular and often oversubscribed.

Carers' Cafe

The monthly Burnage Carers Cafe/forum, run by Manchester Carers Forum and supported by Helen Mooney and volunteers from FOBL, continues to thrive, meeting every month and welcoming new carers. With 15 - 20 members each month the meetings support, advise and signpost carers to help them in their Caring role. This year, speakers from Greater Manchester Law Centre, South Manchester

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for the year ended 31 March 2025

local care organization, first aid training, and massage therapy have supported carers by providing information and relevant services, and offering one to one follow up appointments to meet their individual needs and provide emotional support.

The carers also have opportunities, if able, to attend other activities. These include healthy walks, lunchtime music events and trips out, one recently to Liverpool, to benefit their mental health and well-being, and ensure they feel valued and heard

Local History Sessions

The local history group was led by Dean Kirby and supported by Southway's Ambition for Aging funding. The group explored a range of subjects from the local and wider area, drawing on his extensive experience as a tour guide in Manchester. This year, trips were organised to Manchester Art Gallery and the Police Museum.

The group provides a welcoming and supportive atmosphere, enabling local people to research and discuss topics, as well as to explore shared memories and experiences. Many of the group's members are older and at risk of becoming isolated, and our fortnightly sessions offer a warm and friendly social outlet for all.

Legal Aid Clinic

We host monthly sessions with Greater Manchester Law Centre, with an average of five calls or face-to-face appointments a month, supporting local residents with very complex and acute needs such as eviction notices, issues with private landlords, and benefit problems. Those who've used the service note how helpful they've found the support; they enter the library bowed down with worry and leave with their head held high.

Lego Club

Lego Club led by Helen Beesley has continued to be well attended by the local community. We have a core group of regular attendees who work together on projects with children from age 8 to 12 who have no connection outside of Lego Club collaborating at each session to create brilliant Lego builds. We also have several new families who have joined us this year. The children have also taken part in wider library activities such as the Summer Reading Challenge.

Art Group

Our monthly art club led by Tom Musgrove continues its popularity, giving local people the opportunity to learn new skills, develop their confidence, and produce impressive work. Art Club has seen consistent numbers over the past year with between 7 and 10 attendees per session, most of these returning members. There is a good sense of community moving along together with our work and in life as we share a lot about our lives as that bleeds into what we make our artwork about.

We spent a number of sessions developing techniques in lino cutting with many people producing 3 or 4 different prints. The group submitted a selection of images for an Artist's Sketchbook Exhibition that took place in the Shakespeare Garden at Platt Park last July. This was followed by a mirrored exhibition in Devon.

Recently we have been concentrating on tone with light & shade, drawing from still life in charcoal then progressing to a limited palette with our own mixed oil paint from raw pigment. We hope to hold our own exhibition at Burnage Library, showcasing the wonderful work we make in the near future.

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Craft Group

Our craft group continues to thrive, with up to 20 people attending weekly. They share their skills to help each other with sewing, alterations, knitting and crochet. Single parent fathers have joined to learn how to sew for their home and children. They are a diverse, welcoming and enthusiastic group, and a great asset to the library and community.

Garden

We hosted Ciaran from Sow the City and 4 corporate volunteers from Praetura in July, who laid turf and filled the library's raised beds with soil and compost ordered from our NIF budget. Iain from Outer Space constructed two beds with sleepers in front of the shelter and filled them with donated soil.

Careers Workshops

Our Trustee Jenni Enobakhare brought her professional experience to Burnage Library in 2024, organising and delivering four evening sessions improving the employability of local residents. The sessions followed a structured programme, covering finding a job, CV writing, cover letter writing, and guidance on interviews.

Other Activities

The library hosted writer Kimberly Wittam's Saturday monthly podcast book club in April 2024 as part of the Read Manchester/National Literacy trust initiative, aimed at 12-15 year olds.

Foodbank

We continued to be a drop off point for the Burnage food bank, which has seen a great increase in demand in recent years.

Festive Fair

Our Festive Fair in November, organised by our volunteers, was very well attended by approximately 200 people, raising an impressive £450 in support of library activities.

Defibrillator Installation

Thanks to the generous support of Age Friendly Burnage and Manchester City Council, funding was secured for a defibrillator which was installed outside Burnage Library in 2025.

Volunteers

Our team of over 40 volunteers bring a huge range of skills, experience and local knowledge to the library, supporting its day to day running across the week. They answer queries, support local peoples' access to computers, signposting them to information, develop and support our activities, organise and support fundraising and community events.

Volunteers receive induction and training, volunteer reviews, and attend regular lunches to share information and feed into FOBL's design and delivery. Volunteer and Trustee skills audits identify areas for development and external training opportunities. The majority of our volunteers are from the local area and our retention of volunteers is extremely high. Many have been with us since 2013 when FOBL was established.

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FOBL recruited six new library volunteers this year, including students and local residents, to support the library service and associated programmes. We also developed new roles for volunteers which better reflect the skills we need to support our other work. These new roles include working with social media, supporting our book sales, garden volunteers, and events volunteers. Our work with City College Manchester now provides student volunteers for our Digital Cafe. We recognise further work is required, and a wider volunteer recruitment programme was started in the summer of 2025.

Governance and Organisational Growth

In this year Friends of Burnage Library:

- Welcomed a new Trustee to the Board, Karen Pudner, who acted as Treasurer of her local Women's Institute for 3 years. Her work experience includes 11 years in various support, co-ordination and advice roles for Manchester City Council, and 16 years as an IT professional.
- Bid farewell to Trustee Harriet Morgan-Shami, whom we thank for her excellent work with our English Conversation Cafe group.
- Appointed Karen Pudner as FOBL's new Treasurer, replacing Stella Clare. Stella has given many years of excellent service in this role, and we're delighted she continues as a Trustee.
- Created new volunteer roles to better reflect the range of work we do at the library, including social media assistants, book sale volunteers, and those who can assist at our events. These more flexible roles encourage new types of volunteers, particularly younger participants, those from diverse linguistic backgrounds, and those who cannot commit to a conventional library volunteer position.
- Created a series of working groups, the first focusing on our digital presence and our volunteers.
- Hosted an Annual General Meeting with 12 volunteers, ensuring transparency in our finances and governance.
- Installed a large smart television in our activity room, to enhance learning sessions and improve room hire opportunities.

Financial review

Friends of Burnage Library relies on charitable donations and grants for its income. During the year key sources of income included:

- Donations from room hire.
- Donations for tea, coffee and soft drinks and other general small-scale donations in the library.
- Sale of second hand books which are donated to FOBL. (Sold both in the library and via Amazon and Ziffit).
- Fundraising and community events, including cake stalls, book sales, a Christmas Fair etc.
- Grants.
- Occasional raffles.
- Sale of local Burnage items, such as mugs, coasters and keyrings.

The charity's expenses are principally freelance sessional workers and a freelance development worker, who helps to organise events and manage the growing team of volunteers. This freelance support will continue to be vital to building the capacity of the charity, in order to both provide an excellent service for the public and a quality experience for our volunteers.

We use an online accounting system (QuickBooks) and an accountant helps to ensure all transactions are correctly recorded, with regular management accounts produced for the board. An annual budget is set and reviewed for the year ahead.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2025

Overall, the Trustees were satisfied with the performance of the charity during the 24/25 financial year. Unrestricted income totalled £33,098 (2024: £33,044). There was unrestricted expenditure of £32,056 (2024: £31,980) with expenditure mainly on sessional workers to deliver the library's activities. Restricted income totalled £25,801 (2024: £35,262) and total restricted expenditure totalled £26,154 (2024: £25,143).

At the end of the year the charity has unrestricted funds of £27,935 (2024: £22,720) and restricted funds of £23,691 (2024: £28,217). The trustees are satisfied that the current operational activities of the library will continue to generate income to cover expenditure and maintain a surplus position on unrestricted funds.

The Our Manchester funding program is set to run until April 2026, providing essential support for the continued operation of the library. In anticipation of the program's conclusion, a new funding application has been submitted to Our Manchester for consideration, seeking funding to sustain our services from April 2026 onwards. In the event that this application is unsuccessful, the trustees will conduct a thorough review of the library's future operations and strategic plans to ensure continued service delivery and sustainability.

The Trustees are confident that they charity has sufficient income to continue to meet its objectives in the year to 31 March 2026.

Principal funding sources, and how funding has supported key objectives

Manchester City Council "Our Manchester" funding.
Southway Housing Trust – towards running costs of the building.
Donations from Room Hire - towards general running costs.

Funding Awarded

- **The Access Foundation** (£4,520) to support our Digital Cafe sessions.
- **Southway Housing - Age Friendly Burnage** (£1,278) to fund our smart television for the Digital Cafe.
- **Southway Housing - Age Friendly Burnage** (£2,381) to fund the defibrillator installation.
- **Manchester City Council** (£600) to fund equipment for the defibrillator.

We are particularly grateful for the ongoing support from Manchester Library Service and funding from Southway Housing Trust without which we would not be able to continue.

Reserves policy

Friends of Burnage Library Limited seeks to build up unrestricted reserves to cover: - our contractual obligations to our suppliers, clients, and funders; legal requirements as specified by HMRC, Companies House and the Charity Commission. In addition, three months' worth of fixed running cost to allow time for the organisation to complete its contractual obligations and plan an orderly closure or find alternative sources of funding, should it be necessary. The trustees believe that £15,000 adequately reflects three month running costs and are pleased to report that current unrestricted reserves exceed this. Reserves are being carefully managed and reinvested into the library to improve facilities and bring further benefit to the community.

The reserves are used to cover cash flow fluctuations. They can also be used to cover short term gaps in funding; to progress with grant-funded projects which require a funding match, before the match has been secured; towards fundraising; for training and other expenses designed to improve the effectiveness of the organisation.

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This policy is reviewed annually. The amount is calculated annually and when there are major changes, such as changes in the staffing levels and the taking on of additional leases.

Investment policy

The charity holds no funds that can be invested for any long period of time. If in future assets are built up above our level of reserves these will be held in interest earning accounts, and the board will annually review its investments to earn the best possible rate of interest.

Plans for the future

Friends of Burnage Library will continue to provide an accessible library. Activity and Information Hub for all local people run by volunteers. We will further develop activities and projects which seek to support young children, older people, socially isolated people and those seeking skills to return to work.

Structure, governance and management

Organisational structure

The Chairperson leads the Board and has a close working relationship with freelance staff members. Members of the board take on key roles in relation to the supervision of volunteers and running of the charity.

The Treasurer has a close supervision of the day to day running of the finances of the Charity.

Governing document

The charitable company is controlled via its Memorandum and Articles of Association. Board members of the company are volunteer directors of the company and trustees of the charity. The number of members must be a minimum of three.

An AGM is held by the company and the Board of Trustees meets at least six times per year. The board is responsible for policy and overseeing the strategic direction of the Charity. It ensures charity documents and key policies are reviewed on a regular basis.

Recruitment and appointment of Trustees

Trustees are recruited from a number of sources, including personal recommendation, volunteers with the charity, and via advisory bodies such as MACC.

The Board has defined the skill profiles required for its make up and seeks people with the necessary background experience. The Board actively seeks to establish a diversity of backgrounds and experience of its members.

Prospective Trustees are invited to meet the board to find out more about the charity. They are subsequently asked to observe a Board meeting, and co-opted by the board, or appointed during an AGM. They are made aware of their responsibilities as directors and trustees.

Induction and training of trustees

New trustees are given information about Friends of Burnage Library, its policies and procedure and the roles and responsibilities of trustees. They are invited to attend training courses relevant to their roles.

Company status

The organisation is a charitable company limited by guarantee, incorporated on 24th February 2014 and registered as a charity on 9th October 2014.

Friends of Burnage Library Limited
Trustees' annual report

for the year ended 31 March 2025

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2025 was 7 (2024:7). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity.

Related parties and relationships with other organisations

The charity operates independently and there are no related party transactions. Board members and their immediate relatives have no contractual relationships, other than at arm's length, with any suppliers or fund providers.

Risk management

The Charity has undertaken a comprehensive Risk Assessment and established a policy of regular checking of all the activities of the Charity for risk. A comprehensive Risk Assessment is undertaken annually with regular monthly checks made and reported to the Board. Policies and procedures are reviewed regularly. Insurance is in place to cover all liabilities.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2025

Statement of responsibilities of the trustees

The trustees (who are also directors of Friends of Burnage Library Limited for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 19 December 2025 and signed on their behalf by



John McCrory
Chair of Trustees



Karen Pudner
Treasurer

Independent examiner's report
to the members of
Friends of Burnage Library Limited

I report on the accounts of the charity for the year ended 31 March 2025 set out on pages 14 to 27.

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:

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.

Hannah Elliott

Hannah Elliott FCA
Alker Elliott Accountants Limited
29 Greylag Crescent
Worsley
Manchester
M28 7AB

19 / 12 / 2025

Friends of Burnage Library Ltd
Statement of Financial Activities
including Income and Expenditure account
for the year ended 31 March 2025

	Note	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Unrestricted funds £	Restricted funds £	Total funds 2024 £
Income from:							
Donations and legacies	3	31,857	-	31,857	31,835	-	31,835
Charitable activities	4	885	25,801	26,686	1,000	35,262	36,262
Other trading activities	5	356	-	356	209	-	209
Total income		33,098	25,801	58,899	33,044	35,262	68,306
Expenditure on:							
Charitable activities	6	32,056	26,154	58,210	31,980	25,143	57,123
Total expenditure		32,056	26,154	58,210	31,980	25,143	57,123
Net income/(expenditure) for the year	7	1,042	(353)	689	1,064	10,119	11,183
Transfer between funds		4,173	(4,173)	-	(80)	80	-
Net movement in funds for the year		5,215	(4,526)	689	984	10,199	11,183
Reconciliation of funds							
Total funds brought forward		22,720	28,217	50,937	21,736	18,018	39,754
Total funds carried forward		27,935	23,691	51,626	22,720	28,217	50,937

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Friends of Burnage Library Ltd
Company number 8909086

Balance sheet as at 31 March 2025

	Note	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	11		3,924		-
			<hr/>		<hr/>
Total fixed assets			3,924		-
Current assets					
Debtors	12	160		1,498	
Cash at bank and in hand	13	48,032		49,929	
		<hr/>		<hr/>	
Total current assets		48,192		51,427	
Liabilities					
Creditors: amounts falling due in less than one year	14	(490)		(490)	
		<hr/>		<hr/>	
Net current assets			47,702		50,937
			<hr/>		<hr/>
Total assets less current liabilities			51,626		50,937
			<hr/>		<hr/>
Net assets			51,626		50,937
			<hr/> <hr/>		<hr/> <hr/>
The funds of the charity:					
Restricted income funds	15		23,691		28,217
Unrestricted income funds	16		27,935		22,720
			<hr/>		<hr/>
Total charity funds			51,626		50,937
			<hr/> <hr/>		<hr/> <hr/>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

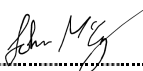
Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 16 to 27 form part of these accounts.

Approved by the trustees on 19 December 2025 and signed on their behalf by:


.....

John McCory (Trustee)


.....

Karen Pudner (Treasurer)

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Friends of Burnage Library Ltd meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

b Judgments and estimates

The trustees have estimated the running costs of the Library building to be equivalent to a value of £30,000 based on prior year calculations provided by the property owner. A donation and corresponding expenditure has been recognised for this amount.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Notes to the accounts for the year ended 31 March 2025 (continued)

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

h Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of running the library and other costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Computer equipment	33%
Office fixtures and equipment	33%

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Notes to the accounts for the year ended 31 March 2025 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
Donations	1,857	-	1,857	1,835	-	1,835
Southway Housing Trust - in kind	30,000	-	30,000	30,000	-	30,000
Total	31,857	-	31,857	31,835	-	31,835

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
Grants						
Manchester City Council	-	600	600	-	2,760	2,760
Southway Digital Cafe	-	-	-	-	2,178	2,178
Our Manchester	-	18,300	18,300	-	18,300	18,300
Awards for All	-	-	-	-	8,880	8,880
Access Foundation	-	4,520	4,520	-	-	-
Southway - Defib	-	2,381	2,381	-	2,160	2,160
Forever Manchester	-	-	-	-	984	984
Room Hire	885	-	885	1,000	-	1,000
Total	885	25,801	26,686	1,000	35,262	36,262

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

5 Income from other trading activities

	Unrestricted £	Restricted £	Total 2025 £	Unrestricted £	Restricted £	Total 2024 £
Sale of books and other items	356	-	356	209	-	209
	356	-	356	209	-	209

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

6 Analysis of expenditure on charitable activities

	Total 2025 £	Total 2024 £
Building running costs	30,000	30,000
Charitable activities	-	-
Freelancers	24,365	23,760
Repairs	-	-
Office Expenses	57	252
Professional fees	-	-
Sundry expenses	2,098	1,743
Bad Debt write off	-	600
Bank charges	67	72
Travel and mileage	308	18
Volunteer expenses	-	-
Depreciation	505	-
Support costs	570	438
Governance costs	240	240
	<hr/>	<hr/>
	58,210	57,123
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	26,154	25,143
Unrestricted expenditure	32,056	31,980
	<hr/>	<hr/>
	58,210	57,123
	<hr/> <hr/>	<hr/> <hr/>

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2025 £	2024 £
Independent examiner's fee	240	240
	<hr/> <hr/>	<hr/> <hr/>

8 Staff costs

No employees has employee benefits in excess of £60,000 (2024: Nil).

The average number of staff employed during the period was nil (2024: nil).

The average full time equivalent number of staff employed during the period was nil (2024: nil).

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel of the charity were £nil (2024: £nil).

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2024: Nil).

No members of the management committee received travel and subsistence expenses during the year (2024:£nil).

Aggregate donations from related parties were £nil (2024: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2024: nil).

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Fixed assets: tangible assets

Cost	Computer equipment £	Fixtures and Equipment £	Total £
At 1 April 2024	3,136	2,269	5,405
Additions in the year	-	4,429	4,429
	<hr/>	<hr/>	<hr/>
At 31 March 2025	3,136	6,698	9,834
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation			
At 1 April 2024	3,136	2,269	5,405
Charge for the year	-	505	505
	<hr/>	<hr/>	<hr/>
At 31 March 2025	3,136	2,774	5,910
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net book value			
At 31 March 2025	-	3,924	3,924
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2024	-	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

12 Debtors

	2025 £	2024 £
Trade debtors	160	1,498
	<hr/>	<hr/>
	160	1,498
	<hr/> <hr/>	<hr/> <hr/>

13 Cash at bank and in hand

	2025 £	2024 £
Cash at bank and on hand	48,032	49,929
	<hr/>	<hr/>
	48,032	49,929
	<hr/> <hr/>	<hr/> <hr/>

14 Creditors: amounts falling due within one year

	2025 £	2024 £
Other creditors and accruals	490	490
	<hr/>	<hr/>
	490	490
	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

15 Analysis of movements in restricted funds

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
Manchester City Council	-	600	-	(600)	-
Our Manchester	16,103	18,300	(16,230)	-	18,173
Forever Manchester	984	-	-	-	984
Southway - Defib	-	2,381	-	(2,381)	-
Burnage History Group	1,501	-	(1,587)	86	-
Awards for All	7,901	-	(4,265)	-	3,636
Digital Café	1,728	4,520	(4,072)	(1,278)	898
Total	28,217	25,801	(26,154)	(4,173)	23,691

Comparative period

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Manchester City Council NIF Grants	2,449	2,760	(5,289)	80	-
Our Manchester	15,569	18,300	(17,766)	-	16,103
Forever Manchester	-	984	-	-	984
Burnage History Group	-	2,160	(659)	-	1,501
Awards for All	-	8,880	(979)	-	7,901
Digital Café	-	2,178	(450)	-	1,728
Total	18,018	35,262	(25,143)	80	28,217

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

Name of restricted fund	Description, nature and purposes of the fund
Manchester City Council	Funding to assist with purchase of Defib
Our Manchester	Build our capacity to connect people in Burnage to information, to each other and to opportunities.
Forever Manchester	Funding to provide digital outreach sessions.
Southway - Defib	Funding to assist with purchase of Defib
Burnage History Group	Funding from Southway towards local history group.
Awards for All	Arts for Everyone project
Digital Café	Funding to support the weekly drop in sessions to increase digital literacy
Manchester City Council NIF Grants	Towards digital outreach activities and 10th Anniversary celebration costs

16 Analysis of movement in unrestricted funds

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	As at 31 March 2025 £
General fund	22,720	33,098	(31,551)	(256)	24,011
Designated fixed assets	-	-	(505)	4,429	3,924
	<u>22,720</u>	<u>33,098</u>	<u>(32,056)</u>	<u>4,173</u>	<u>27,935</u>

Comparative period

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	As at 31 March 2024 £
General fund	21,736	33,044	(31,980)	(80)	22,720
Designated fixed	-	-	-	-	-
	<u>21,736</u>	<u>33,044</u>	<u>(31,980)</u>	<u>(80)</u>	<u>22,720</u>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2025 (continued)

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
Designated fixed assets	Funds received for purchase of specific assets

17 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2025 £
Tangible fixed assets	-	3,924	-	3,924
Net current assets/(liabilities)	24,011	-	23,691	47,702
Total	24,011	3,924	23,691	51,626

Comparative period

	General fund £	Designated funds £	Restricted funds £	Total 2024 £
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	22,720	-	28,217	50,937
Total	22,720	-	28,217	50,937

FRIENDS OF BURNAGE LIBRARY LTD

England & Wales - Charity number 1158817

Accounts

Company number: 08909086
Charity Number: 1158817

Friends of Burnage Library Limited

Report and financial statements
For the year ended 31 March 2024

Friends of Burnage Library Limited

Reference and administrative information

for the year ended 31 March 2024

Company number	08909086
Charity number	1158817
Registered office	Burnage Library 349 Burnage Lane Manchester M19 1EW
Operational address	Burnage Library, Activity & Information Hub Burnage Lane Manchester M19 1EW
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: John McCrory - Chair Peter Thompson - Vice Chair (resigned 16 January 2024) Stella Clare - Treasurer Sue Lloyd Helen Beesley (resigned 1 May 2023) Harriet Morgan-Shami (resigned 23 September 2024) Dareema Rehman Alison Hitchen (appointed 3 April 2023) Jennifer Enobakhare (appointed 12 January 2024) Karen Pudner (appointed 21 October 2024)
Bankers	HSBC 760 Wilmslow Road Manchester M20 2DP
Accountants	Arlo Accountancy Limited 107 Valley Road Stockport SK4 2DB
Independent Examiner	Hannah Elliott FCA Alker Elliott Accountants Limited 29 Greylag Crescent Worsley Manchester M28 7AB

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

The trustees present their report and the unaudited financial statements for the year ended 31st March 2024. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Objects and aims

- 1) To further or benefit the residents of Burnage and the neighbourhood without the distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 2) 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 parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental) substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender reassignment; poor educational or skill attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).

Each year our Trustees review the objectives and activities to ensure they continue to reflect our aims. In carrying out this review the Trustees have considered the Charity Commission's general guidance on public benefit. The Charity's objectives are:-

- To advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 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.

Activities undertaken for public benefit in relation to objects

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit. Regular reports on activities are submitted to the directors at board meetings from the freelance staff to enable the directors to monitor progress. This and other mechanisms, such as the annual rolling plan and budget, enables the trustees to ensure that new and current activities are in line with the charity's aims and objectives and the Charity Commission's guidance.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

Achievements and performance

Friends of Burnage Library Limited's (FOBL) activities and supporters are described below. All our charitable works focus on Burnage and are undertaken to further FOBL's charitable purposes for the public benefit.

The year 2023-24 marked a milestone for Friends of Burnage Library (FOBL) as we celebrated our 10th birthday. This occasion gave us a chance to reflect on the contributions of local people who saved their library, and continue to contribute to its successful running. It is a testament to the resolve, commitment, and dedication of our volunteers, and the invaluable support of our partners, Manchester Libraries and Southway Housing, that a library service remains accessible to the people of Burnage. While we're proud of our hard work over the last ten years, exceeding all expectations, there is no room for complacency—especially as the need for our services grows ever more acute.

This year FOBL continued its work supporting community activities and programmes at our library. After the challenges of COVID and lockdowns, and the hard work re-establishing our service in 2022-23, we used this year to start expanding our offer.

Partnership

Friends of Burnage Library continues its partnership with Manchester Libraries and Southway Housing, who manage the library service and building maintenance respectively. The commitment of our partners to the library service and activities we offer is vital, and we thank them for the support they offer, making our work in the local community possible.

Visitor Numbers

The year 2023-24 saw a 16% increase in visitor numbers, rising from 13,959 to 16,231.

Month	Visitors
April (2023)	1,099
May	1,332
June	1,273
July	1,490
August	1,186
September	1,281
October	1,385
November	1,339
December	1,070
January (2024)	1,406
February	1,471
March	1,899
Total	16,231

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

10th Anniversary Celebrations

Friends of Burnage Library's 10th Anniversary was celebrated with a series of events throughout 2023, bringing the community together to mark a decade of good work. We were determined to involve every group in the celebration, each marking the milestone in their own way.

Bear Hunt Walk - The Storytime group held a Bear Hunt Walk in May to kick off our 10th Anniversary, 85 parents and children attended and stayed for a picnic in the garden afterwards.

For the Love of Books: Reading Celebration - An evening where book lovers shared their favourite poems and short writings.

Afternoon Tea with Archives Plus - A special visit from Manchester Libraries' Archives+ during the Local History session. Members of our local history group enjoyed afternoon tea while exploring archival material from Manchester Central Library's Special Collections.

Talk English Book Making workshop - a workshop with participants from the Talk English group making concertina books celebrating journeys.

Craft Sessions for Children - A series of craft sessions for children were organised and led by Suzanne Smith, with each event well-attended and very popular with local children.

10th Birthday Celebration and Exhibition Launch - Our birthday celebration party was attended by an estimated 300 people, and was an outstanding day for all involved. Among other activities, it featured Storytime with Ilaria Passeri and her puppets; a singalong with the Chorlton Ukulele Group; face painting, mini book making and robot arts. Short addresses were given by volunteer Doreen Robinson; Neil MacInnes, Head of Manchester Library.

A special song was composed and performed by Claire Mooney to celebrate the library's birthday.

We also commemorated the members of the community that came together to save their library, gathering their stories and images into an exhibition displayed in our activity room. This display charted the Library from its first manifestation as a mobile library in 1931, to the 10th anniversary as a Community Hub. Oral histories were captured to preserve participants' stories.

Volunteers' Visit to the Lord Mayor - Library volunteers got the opportunity for afternoon tea with the Lord Mayor at Central Library, who recognised their contributions and excellent work in the community.

Activities supported by FOBL

Digital Cafe

Increasing digital literacy is a key priority of FOBL, and our weekly supported drop-in sessions are key to this. We delivered 40 sessions this year, benefiting 240 people. Sessions were run weekly during term-time, with funding secured until 2025 to continue the programme throughout 2024. 80% of participants reported increased confidence, and 60% tried new digital skills since September.

In a collaboration with Manchester City College, several computer science students volunteered as Digital Buddies, providing cross-generational learning opportunities.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

Storytime

Our weekly Singing, Rhyme and Storytime sessions remain enormously popular, led by Sylvia Brown. The session brings parents, grandparents and carers together in a relaxed and informal space, where they are welcomed to stay, chat, use changing facilities, and let their little ones explore the books on offer. The sessions have a hugely loyal following of adults and children, and feature frequent holiday special activities.

Literary Activities

Our library's Writer in Residence, Joy Wassell-Timms, continues her range of activities and events at Burnage Library. There were three open-mic nights this year averaging 20-30 people in attendance.

The writing group has increased in numbers to six regulars, most of whom contribute to the open-mic nights - increasing their confidence. Our reading group numbers are steady, with around ten attending each session. Writing, literature and reading are alive and well at Burnage Library.

Talk English Classes

Our Talk English group is extremely well attended, with attendees from numerous backgrounds. The sessions connect people to each other, creating a space where people from different backgrounds come together to share their skills, learn something new, enjoy new friendships, and form networks of support, increasing their resilience and wellbeing.

Our volunteer team really settled into the role this year, making great strides with learners over this period. Special activities included a Book Making session with Suzanne Smith, which was well attended and enjoyed by all, and a trip to the Whitworth Museum to explore an exhibition of Middle Eastern textiles.

Carers' Cafe

Our monthly Carers Network continues to grow with around 18 - 25 people attending - there is support from Manchester Carers Network and visiting speakers on well-being, benefits and housing advice. Attendees have been signposted to our digital sessions for support as so much access to information and benefits is now online.

The Carers' Cafe is a safe haven for carers, giving them the opportunity to share their stories in a relaxing environment, offering them reassurance, and supporting their mental health. We also offer occasional massage sessions to promote wellbeing!

Local History Sessions

The local history group continued to grow under the leadership of Charlotte Coull, exploring a range of subjects from the local and wider area. The group provides a welcoming and supportive atmosphere, enabling local people to research and discuss topics, as well as to explore shared memories and experiences. Many of the group's members are older and at risk of becoming isolated, and our fortnightly sessions offer a warm and friendly social outlet for all. This year, trips were organised to the Working Class Movement Library and Salford Museum.

Legal Aid Clinic

We host monthly sessions with Greater Manchester Law Centre, with an average of five calls or face-to-face appointments a month, supporting local residents with very complex and acute needs such as eviction notices, issues with private landlords, and benefit problems.

Lego Club

Lego club will be heading into its 9th year at Burnage Library in 2025. 2024 has been another successful year, with many families returning every month to take part, making lasting friends and connections in

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

the community. Lego clubbers love the relaxed atmosphere of the library with most using the library to borrow books at the end of the session and joining in with the summer reading challenge and other Library activities.

Art Group

Our monthly art club continues its popularity, giving local people the opportunity to learn new skills, develop their confidence, and produce impressive work.

Led by Tom Musgrove, over the last year they've used dry media such as charcoal and graphite sticks; collage with paper and glue; and also wet media with brushes and homemade pen sticks with ink and bleach and also colour with aquapens and coloured pencils. They've worked from still life, from memory, from text, and also from sensory stimuli like synaesthesia - sounds and haptics. Cutting and printing have also been incorporated for the first time this year, and are proving very popular indeed.

Sessions have been well attended with attendees reporting an improvement in their skills, their self confidence, and found great benefit in terms of mindfulness.

Craft Group

Our craft group continues to thrive, with up to 20 people attending weekly. Their activities include sewing, knitting, and crochet. They are a diverse, welcoming, and enthusiastic group, and a great asset to the library. The group has shared skills to Repair, Re-use and Recycle clothing, saving participants money and helping to reduce clothing waste.

Children's Saturday Art Club

In March we began a monthly Childrens' Saturday Art Club to bring high quality creative experiences to children aged 5-11 as part of our "Arts are for Everyone" programme supported by National Lottery Awards for All funding.

Foodbank

We continued to be a drop off point for the Burnage food bank, which has seen a great increase in demand in recent years.

Volunteers

Our volunteers are central to everything we do at Burnage Library. FOBL recruited six new volunteers this year, including students and local residents, to support the library service and associated programmes.

We organised events to honour our volunteers, including three volunteer lunches, a Volunteer Forum, a Christmas celebration, and an afternoon tea during the summer.

Key Volunteer Milestones:

- Over 27,000 volunteer hours have been contributed since the library's inception, equating to a value of £300,000 in community investment.
- Hosted oral history recording training for two volunteers to document the "Save Burnage Library" campaign, culminating in an exhibition launched during the 10th-anniversary celebrations.
- Supported the development of younger volunteers and speakers of other languages, ensuring inclusivity and diverse participation.

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Extending Opening Hours

FOBL collaborated with Manchester Libraries to pilot additional opening hours, extending opening on Wednesday evenings until 7pm, enhancing accessibility for those needing library services outside traditional hours.

Governance and Organisational Growth

In this year Friends of Burnage Library:

- Welcomed two new Trustees to the Board: Alison Hitchen, who managed theatres and endoscopy services for 30 years in the NHS and 10 years in the private sector; and Jennifer Enobakhare, a local resident with expertise in career advice and young carer support.
- Bid farewell to a long-standing Trustee, Peter Thompson. Thankfully, he continues to volunteer at the library, to contribute to the Carer's Café, and to offer his knowledge and experience to all at FOBL. We also saw the departure of Helen Beesley, who continues her excellent work with the Lego Club.
- Adjusted volunteer roles to improve accessibility, particularly for younger participants and those from diverse linguistic backgrounds.
- Hosted an Annual General Meeting with 12 volunteers, ensuring transparency in our finances and governance.
- Secured funding for a large television in our activity room, to enhance learning sessions and improve room hire opportunities.

Financial review

Friends of Burnage Library relies on charitable donations and grants for its income. During the year key sources of income included:

- Donations from room hire.
- Donations for tea, coffee and soft drinks and other general small-scale donations in the library.
- Sale of second hand books which are donated to FOBL. (Sold both in the library and via Amazon and Ziffit).
- Fundraising and community events, including cake stalls, book sales, a Christmas Fair etc.
- Grants.
- Occasional raffles, e.g. a donated Easter Egg.
- Sale of local Burnage items, such as mugs, coasters and keyrings.

The charity's expenses are principally freelance sessional workers and a freelance development worker, who helps to organise events and manage the growing team of volunteers. This freelance support will continue to be vital to building the capacity of the charity, in order to both provide an excellent service for the public and a quality experience for our volunteers.

We use an online accounting system (QuickBooks) and an accountant helps to ensure all transactions are correctly recorded, with regular management accounts produced for the board. An annual budget is set and reviewed for the year ahead.

Overall the Trustees were satisfied with the performance of the charity during the 23/24 financial year. Unrestricted income totalled £33,044 (2023: £33,438). There was unrestricted expenditure of £31,980 (2023: £34,367) with expenditure mainly on sessional workers to deliver the library's activities. Restricted income totalled £35,262 (2023: £31,178) and total restricted expenditure totalled £25,143 (2023: £32,272).

At the end of the year the charity has unrestricted funds of £22,720 (2023: £21,736) and restricted funds of £28,217 (2023: £18,018). The trustees are satisfied that the current operational activities of the

Friends of Burnage Library Limited
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Library will continue to generate income to cover expenditure and maintain a surplus position on unrestricted funds.

The Trustees are confident that they charity has sufficient income to continue to meet its objectives in the year to 31 March 2025.

Principal funding sources, and how funding has supported key objectives

Manchester City Council "Our Manchester" NIF Grants and Age Friendly funding.
Southway Housing Trust – towards running costs of the building.
Donations from Room Hire - towards general running costs.

Successful funding bids in the year include:

- Awards for All (£8,880) for "Arts Are For Everyone" programming throughout 2024.
- Neighbourhood Investment Fund (£2,760) for our "Power of 10" 10th Anniversary Community Celebration.
- Southway Housing - Ambition for Ageing (£2,160) to fund our local history group.
- Southway Housing - Age Friendly Burnage (£1,600) to fund equipment for our Digital Cafe.
- Voicescape Community Fund (£984) to fund our Digital Cafe sessions.
- Age-Friendly Burnage (£900) for digital outreach with older residents.
- Access Foundation (£4,520) for our Digital Cafe sessions in 2024/25.

We are particularly grateful for the ongoing support from Manchester Library Service and funding from Southway Housing Trust without which we would not be able to continue.

Reserves policy

Friends of Burnage Library Limited seeks to build up unrestricted reserves to cover: - our contractual obligations to our suppliers, clients, and funders; legal requirements as specified by HMRC, Companies House and the Charity Commission. In addition, three months' worth of fixed running cost to allow time for the organisation to complete its contractual obligations and plan an orderly closure or find alternative sources of funding, should it be necessary. The trustees believe that £15,000 adequately reflects three month running costs and are pleased to report that current unrestricted reserves exceed this. Reserves are being carefully managed and reinvested into the library to improve facilities and bring further benefit to the community.

The reserves are used to cover cash flow fluctuations. They can also be used to cover short term gaps in funding; to progress with grant-funded projects which require a funding match, before the match has been secured; towards fundraising; for training and other expenses designed to improve the effectiveness of the organisation.

This policy is reviewed annually. The amount is calculated annually and when there are major changes, such as changes in the staffing levels and the taking on of additional leases.

Investment policy

The charity holds no funds that can be invested for any long period of time. If in future assets are built up above our level of reserves these will be held in interest earning accounts, and the board will annually review its investments to earn the best possible rate of interest.

Plans for the future

Friends of Burnage Library will continue to provide an accessible library. Activity and Information Hub for all local people run by volunteers. We will further develop activities and projects which seek to support young children, older people, socially isolated people and those seeking skills to return to work.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

Structure, governance and management

Organisational structure

The Chairperson leads the Board and has a close working relationship with freelance staff members. Members of the board take on key roles in relation to the supervision of volunteers and running of the charity.

The Treasurer has a close supervision of the day to day running of the finances of the Charity.

Governing document

The charitable company is controlled via its Memorandum and Articles of Association. Board members of the company are volunteer directors of the company and trustees of the charity. The number of members must be a minimum of three.

An AGM is held by the company and the Board of Trustees meets at least six times per year. The board is responsible for policy and overseeing the strategic direction of the Charity. It ensures charity documents and key policies are reviewed on a regular basis.

Recruitment and appointment of Trustees

Trustees are recruited from a number of sources, including personal recommendation, volunteers with the charity, and via advisory bodies such as MACC.

The Board has defined the skill profiles required for its make up and seeks people with the necessary background experience. The Board actively seeks to establish a diversity of backgrounds and experience of its members.

Prospective Trustees are invited to meet the board to find out more about the charity. They are subsequently asked to observe a Board meeting, and co-opted by the board, or appointed during an AGM. They are made aware of their responsibilities as directors and trustees.

Induction and training of trustees

New trustees are given information about Friends of Burnage Library, its policies and procedure and the roles and responsibilities of trustees. They are invited to attend training courses relevant to their roles.

Company status

The organisation is a charitable company limited by guarantee, incorporated on 24th February 2014 and registered as a charity on 9th October 2014.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2024 was 7 (2023:7). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity.

Related parties and relationships with other organisations

The charity operates independently and there are no related party transactions. Board members and their immediate relatives have no contractual relationships, other than at arm's length, with any suppliers or fund providers.

Friends of Burnage Library Limited
Trustees' annual report

for the year ended 31 March 2024

Risk management

The Charity has undertaken a comprehensive Risk Assessment and established a policy of regular checking of all the activities of the Charity for risk. A comprehensive Risk Assessment is undertaken annually with regular monthly checks made and reported to the Board. Policies and procedures are reviewed regularly. Insurance is in place to cover all liabilities.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2024

Statement of responsibilities of the trustees

The trustees (who are also directors of Friends of Burnage Library Limited for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 17 December 2024 and signed on their behalf by



John McCrory
Chair of Trustees



Stella Clare
Treasurer

Independent examiner's report
to the members of
Friends of Burnage Library Limited

I report on the accounts of the charity for the year ended 31 March 2024 set out on pages 13 to 26.

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:

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.



Hannah Elliott FCA
Alker Elliott Accountants Limited
29 Greylag Crescent
Worsley
Manchester
M28 7AB

17 / 12 / 2024

Friends of Burnage Library Ltd
Statement of Financial Activities
including Income and Expenditure account
for the year ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Income from:							
Donations and legacies	3	31,835	-	31,835	31,252	-	31,252
Charitable activities	4	1,000	35,262	36,262	2,110	31,178	33,288
Other trading activities	5	209	-	209	76	-	76
Total income		33,044	35,262	68,306	33,438	31,178	64,616
Expenditure on:							
Charitable activities	6	31,980	25,143	57,123	34,367	32,272	66,639
Total expenditure		31,980	25,143	57,123	34,367	32,272	66,639
Net income/(expenditure) for the year	7	1,064	10,119	11,183	(929)	(1,094)	(2,023)
Transfer between funds		(80)	80	-	1,323	(1,323)	-
Net movement in funds for the year		984	10,199	11,183	394	(2,417)	(2,023)
Reconciliation of funds							
Total funds brought forward		21,736	18,018	39,754	21,342	20,435	41,777
Total funds carried forward		22,720	28,217	50,937	21,736	18,018	39,754

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Friends of Burnage Library Ltd
Company number 8909086

Balance sheet as at 31 March 2024

	Note	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	12		-		-
			<hr/>		<hr/>
Total fixed assets			-		-
Current assets					
Debtors	13	1,498		780	
Cash at bank and in hand	14	49,929		39,464	
		<hr/>		<hr/>	
Total current assets		51,427		40,244	
Liabilities					
Creditors: amounts falling due in less than one year	15	(490)		(490)	
		<hr/>		<hr/>	
Net current assets			50,937		39,754
			<hr/>		<hr/>
Total assets less current liabilities			50,937		39,754
			<hr/>		<hr/>
Net assets			50,937		39,754
			<hr/> <hr/>		<hr/> <hr/>
The funds of the charity:					
Restricted income funds	16		28,217		18,018
Unrestricted income funds	17		22,720		21,736
			<hr/>		<hr/>
Total charity funds			50,937		39,754
			<hr/> <hr/>		<hr/> <hr/>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

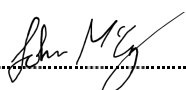
Directors' responsibilities:


- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 15 to 26 form part of these accounts.

Approved by the trustees on 17 December 2024 and signed on their behalf by:


.....
John McCory (Trustee)


.....
Stella Claire (Treasurer)

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Friends of Burnage Library Ltd meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

b Judgments and estimates

The trustees have estimated the running costs of the Library building to be equivalent to a value of £30,000 based on prior year calculations provided by the property owner. A donation and corresponding expenditure has been recognised for this amount.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Notes to the accounts for the year ended 31 March 2024 (continued)

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Notes to the accounts for the year ended 31 March 2024 (continued)

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

h Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of running the library and other costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Computer equipment	33%
Office fixtures and equipment	33%

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2024 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Donations	1,835	-	1,835	1,252	-	1,252
Southway Housing Trust - in kind	30,000	-	30,000	30,000	-	30,000
Total	31,835	-	31,835	31,252	-	31,252

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Grants						
Manchester City Council - NIF	-	2,760	2,760	-	2,445	2,445
Southway Digital Cafe	-	2,178	2,178	-	17,933	17,933
Our Manchester	-	27,180	27,180	-	7,500	7,500
Burnage Community	-	-	-	-	-	-
Southway Burnage History Group	-	2,160	2,160	-	-	-
Forever Manchester	-	984	984	-	-	-
Other small grants	-	-	-	1,120	3,300	4,420
Room Hire	1,000	-	1,000	990	-	990
Total	1,000	35,262	36,262	2,110	31,178	33,288

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2024 (continued)

5 Income from other trading activities

	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Sale of books and other items	209	-	209	76	-	76
	209	-	209	76	-	76

6 Analysis of expenditure on charitable activities

	Total 2024	Total 2023
	£	£
Building running costs	30,000	30,000
Charitable activities	-	7,766
Freelancers	23,760	23,819
Repairs	-	2,448
Office Expenses	252	347
Professional fees	-	13
Sundry expenses	1,743	1,289
Bad debt write off	600	-
Bank charges	72	67
Travel and mileage	18	75
Volunteer expenses	-	140
Support costs	438	435
Governance costs	240	240
	<hr/>	<hr/>
	57,123	66,639
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	25,143	32,272
Unrestricted expenditure	31,980	34,367
	<hr/>	<hr/>
	57,123	66,639
	<hr/> <hr/>	<hr/> <hr/>

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2024	2023
	£	£
Independent examiner's fee	240	240
	<hr/> <hr/>	<hr/> <hr/>

8 Staff costs

No employees has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was nil (2023: nil).

The average full time equivalent number of staff employed during the period was nil (2023: nil).

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel of the charity were £nil (2023: £nil).

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2023: Nil).

No members of the management committee received travel and subsistence expenses during the year (2023:£nil).

Aggregate donations from related parties were £nil (2023: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2023: nil).

10 Government grants

	2024 £	2023 £
Manchester City Council NIF Grants	2,760	5,745
Our Manchester Grant	18,300	17,933
	<hr/>	<hr/>
	21,060	23,678
	<hr/> <hr/>	<hr/> <hr/>

11 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

12 Fixed assets: tangible assets

	Computer equipment £	Fixtures and Equipment £	Total £
Cost			
At 1 April 2023	3,136	2,269	5,405
	<hr/>	<hr/>	<hr/>
At 31 March 2024	3,136	2,269	5,405
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation			
At 1 April 2023	3,136	2,269	5,405
Charge for the year	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2024	3,136	2,269	5,405
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net book value			
At 31 March 2024	-	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2023	-	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2024 (continued)

13 Debtors

	2024 £	2023 £
Trade debtors	1,498	780
	<hr/>	<hr/>
	1,498	780
	<hr/> <hr/>	<hr/> <hr/>

14 Cash at bank and in hand

	2024 £	2023 £
Cash at bank and on hand	49,929	39,464
	<hr/>	<hr/>
	49,929	39,464
	<hr/> <hr/>	<hr/> <hr/>

15 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors and accruals	490	490
	<hr/>	<hr/>
	490	490
	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2024 (continued)

16 Analysis of movements in restricted funds

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Manchester City Council NIF Grants	2,449	2,760	(5,289)	80	-
Our Manchester	15,569	18,300	(17,766)	-	16,103
Forever Manchester	-	984	-	-	984
Burnage History Group	-	2,160	(659)	-	1,501
Awards for All	-	8,880	(979)	-	7,901
Digital Café	-	2,178	(450)	-	1,728
Total	18,018	35,262	(25,143)	80	28,217

Comparative period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
Manchester City Council NIF Grant	2,838	5,745	(6,134)	-	2,449
Health and Wellbeing fund	2,386	-	(1,063)	(1,323)	-
Our Manchester	15,211	17,933	(17,575)	-	15,569
Burnage Community	-	7,500	(7,500)	-	-
Total	20,435	31,178	(32,272)	(1,323)	18,018

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2024 (continued)

Name of restricted fund	Description, nature and purposes of the fund
Our Manchester	Build our capacity to connect people in Burnage to information, to each other and to opportunities.
Manchester City Council NIF Grants	Towards digital outreach activities and 10th Anniversary celebration costs
Awards for All	Arts for Everyone project
Burnage Community Project	To support Community projects in Burnage.
Forever Manchester	Funding to provide digital outreach sessions.
Burnage History Group	Funding from Southway towards local history group.
Digital Café	Funding to support the weekly drop in sessions to increase digital literacy.

17 Analysis of movement in unrestricted funds

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	As at 31 March 2024 £
General fund	21,736	33,044	(31,980)	(80)	22,720
Designated fixed assets	-	-	-	-	-
	<u>21,736</u>	<u>33,044</u>	<u>(31,980)</u>	<u>(80)</u>	<u>22,720</u>

Comparative period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
General fund	21,342	33,438	(34,367)	1,323	21,736
Designated fixed assets	-	-	-	-	-
	<u>21,342</u>	<u>33,438</u>	<u>(34,367)</u>	<u>1,323</u>	<u>21,736</u>

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds

18 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2024 £
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	22,720	-	28,217	50,937
Total	22,720	-	28,217	50,937

Comparative period

	General fund £	Designated funds £	Restricted funds £	Total 2023 £
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	21,736	-	18,018	39,754
Total	21,736	-	18,018	39,754

FRIENDS OF BURNAGE LIBRARY LTD

England & Wales - Charity number 1158817

Accounts

Company number: 08909086
Charity Number: 1158817

Friends of Burnage Library Limited

Report and financial statements
For the year ended 31 March 2023

Friends of Burnage Library Limited

Reference and administrative information

for the year ended 31 March 2023

Company number	08909086
Charity number	1158817
Registered office	Burnage Library 349 Burnage Lane Manchester M19 1EW
Operational address	Burnage Library, Activity & Information Hub Burnage Lane Manchester M19 1EW
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: John McCrory - Chair Anne Henderson (resigned 12 January 2023) Peter Thompson - Vice Chair Stella Clare - Treasurer Sue Lloyd Helen Mooney - Secretary (resigned 17 February 2023) Helen Beesley (resigned 1 May 2023) Harriet Morgan-Shami (appointed 9 January 2023) Dareema Rehman (appointed 15 January 2023)
Bankers	HSBC 760 Wilmslow Road Manchester M20 2DP
Accountants	Arlo Accountancy Limited 107 Valley Road Stockport SK4 2DB
Independent Examiner	Hannah Elliott FCA Alker Elliott Accountants Limited 29 Greylag Crescent Worsley Manchester M28 7AB

Friends of Burnage Library Limited
Trustees' annual report

for the year ended 31 March 2023

The trustees present their report and the unaudited financial statements for the year ended 31st March 2023. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Objects and aims

- 1) To further or benefit the residents of Burnage and the neighbourhood without the distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
- 2) 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 parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental) substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender reassignment; poor educational or skill attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).

Each year our Trustees review the objectives and activities to ensure they continue to reflect our aims. In carrying out this review the Trustees have considered the Charity Commission's general guidance on public benefit. The Charity's objectives are:-

- To advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
- 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.

Activities undertaken for public benefit in relation to objects

•

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit. Regular reports on activities are submitted to the directors at board meetings from the freelance staff to enable the directors to monitor progress. This and other mechanisms, such as the annual rolling plan and budget, enables the trustees to ensure that new and current activities are in line with the charity's aims and objectives and the Charity Commission's guidance.

Friends of Burnage Library Limited
Trustees' annual report

for the year ended 31 March 2023

Achievements and performance

Friends of Burnage Library Limited's (FOBL) activities and supporters are described below. All our charitable works focus on Burnage, and are undertaken to further FOBL's charitable purposes for the public benefit.

In partnership with Manchester City Council and Southway Housing Trust, we recruit, train, and support a team of dedicated volunteers who enable us to run a library, information, and activity hub in Burnage. We are particularly grateful for the ongoing support from our partners, as without their support we would not be able to continue.

With our partners Manchester Libraries and Southway Housing, and our team of dedicated volunteers, we extended 21 hours of library facilities to the community each week.

We provide a friendly and accessible space in which local residents can access books, information, learning, and an array of social activities.

We support access to digital resources, computing and printing, and offer free WiFi to all visitors.

We meet local needs and priorities, offering a range of creative, social, cultural, wellbeing and learning activities, for people of all ages, enabling them to develop new skills, new friendships, and new opportunities.

Shaped by its users and volunteers and the strength of their local knowledge, it has evolved into a well-loved community 'anchor'; a place where the ideas and initiatives of local people can be developed and supported. The library is a trusted local place, open to all, consistently scoring highly in evaluations for our friendly, responsive, and welcoming service.

Visitor figures for 2022-2023

The year 2022 -23 was notable for the increased diversity and participation of users, and a increase of 73.5% in the annual number of visits compared to 2021-22, a period when we were recovering from the lockdown restrictions:

April - 871
May - 936
June - 1041
July - 1011
August - 1447
September - 1282
October - 1215
November - 1268
December - 856
January - 1262
February - 1382
March - 1388

Volunteers

Our team of over 40 volunteers give over 4,500 hours per year to support day to day running and governance of the library, while also running many of our activities and events. They answer queries, support local peoples' access to our computers, signposting library users to information, develop and support our activities, and organise fundraising and community events.

Volunteers receive induction and training, volunteer reviews, and attend regular 'get together' lunches to share information, and feed into design and delivery of provision.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

Volunteer and Trustee skills audits identify areas for development and external training opportunities. 95% of our volunteers are from the local area and our retention of volunteers is extremely high. Many volunteers have been with us since FOBL was established in 2013.

Our Manchester

This period saw the end of the year-long extension of Our Manchester funding, and a successful application for a further three year grant beginning in April 2023. Our Development Worker, David Kay, resigned from the position in November 2022, and Amanda Wait returned to Friends of Burnage Library as his replacement.

Our Development Worker is a paid position, supporting volunteers, planning and managing projects and writing funding bids for future projects. They also work with other charitable organisations across Burnage, enhancing cooperation, pooling knowledge, and reporting on best practice demonstrated elsewhere. They report to the Trustees on a monthly basis, and work with them, sharing their knowledge and helping to shape our future direction.

Access to Information and Advice

We continue to host a monthly, volunteer-led opening for the MP's surgery, which supports public access whilst offering a safe, confidential space for discussions, with timed appointments made through the MP's office.

Monthly Councillors' surgeries are held while the library is open to the public, with the adjoining activity room used for appointments.

Greater Manchester Law Centre

We host monthly sessions with Greater Manchester Law Centre, with an average of five calls or face-to-face appointments a month, supporting local residents with very complex and acute needs such as eviction notices, issues with private landlords, and benefit problems.

Digital group

Burnage scores relatively highly on the Digital Exclusion Risk Index (DERI), especially in comparison with our neighbours, and our digital cafe is an invaluable forum for those seeking help and support. The group is invaluable to those who attend, giving them the tools to participate in an increasingly digital world.

Attendees are given personal guidance by the group leader, Alyn Hilsden, who offers friendly and tailored support. Over the last twelve months attendees have updated their CVs and submitted online job applications, learned how to send and receive emails, use Microsoft Office, browse the internet and shop online, and how to keep in touch with family and friends.

We also opened our digital sessions to anyone needing support obtaining photo ID, as required in the May local elections, improving access to local democracy.

Singing, Rhyme and Storytime

Our weekly Singing, Rhyme and Storytime sessions remain enormously popular. They bring parents, grandparents and carers together in a relaxed and informal space, where they are welcomed to stay, chat, use changing facilities, and let their little ones explore the books on offer. The sessions have a hugely loyal following of adults and children, and feature frequent holiday special activities.

Talk English

Our Talk English group is extremely well attended, with attendees from numerous backgrounds.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

The sessions connect people to each other, creating a space where people from different backgrounds come together to share their skills, learn something new, enjoy new friendships, and form networks of support, increasing their resilience and wellbeing.

In early 2023 a recruitment drive and refresher training course run by Manchester City Council, took place and reinvigorated the group after the Covid lockdown period. Volunteers now have more confidence and work together to plan, deliver and evaluate sessions on a range of conversational topics.

The Talk English group also worked with artist Suzanne Smith to create artist books. This workshop explored the group's feelings about the library and their experience of attending Talk English sessions. The books were displayed to the public in an exhibition at the library.

Writer in residence

Our Writer in residence Joy Wassell-Timms has continued to work with a range of groups meeting in the library, producing a memory poem with learners from the Talk English Group, holding a monthly evening Burnage Writers group, and a monthly reading group.

Joy also held a Haiku and Drawing workshop, and her series of Open Mic Nights attracts a range of performers from the Greater Manchester area to Burnage Library.

Carer's Café

Our monthly Carers Network continues to grow with around 18 - 30 people attending - there is support from Manchester Carers Network and visiting speakers on well-being, benefits and housing advice. Attendees have been signposted to our digital sessions for support as so much access to information and benefits is now online.

Local History Group

Our local history group returned in December 2022 under the excellent leadership of Charlotte Coull. The group explores a range of subjects from the local and wider area, and enables local people to research and discuss topics, as well as to explore shared memories and experiences. Many of the group's members are older and at risk of becoming isolated, and our fortnightly sessions offer a friendly, welcoming, and supportive social outlet for all.

Art Club

We started a monthly evening art club that has proved remarkably popular, giving an opportunity for local people to learn new skills, develop their confidence, and produce impressive work.

Over the last year they've used dry media such as charcoal and graphite sticks; collage with paper and glue; and also wet media with brushes and homemade pen sticks with ink and bleach and also colour with aquapens and coloured pencils. They've worked from still life, from memory, from text, and also from sensory stimuli like synaesthesia - sounds and haptics.

Sessions have been well attended with attendees developing a strong bond; they've also reported an improvement in their skills and self confidence, and found the sessions beneficial in terms of mindfulness.

Craft group

Our craft group made a very welcome return to the library following the pandemic, and is now a thriving group of up to 20 people attending weekly. Their activities include sewing, knitting, and crochet. They are a diverse, welcoming, and enthusiastic group, and an asset to the library community.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

Lego Club

Our enormously popular monthly Lego Club returned after the pandemic, and is very popular indeed, with up to 47 attending a single session.

Some of the families are very regular and most are from close to the library and will also use the library to choose books when they attend. They also have commented that they love the relaxed atmosphere of our club, which is especially helpful for parents of neurodivergent children. They feel they can be themselves and not worry about feeling disruptive.

The children take pride in having their creations on display in the library. When they come for the next session they often continue creating, working with other children they may have only just met to make interesting and intricate creations.

Lego club is a very important space for many of the families that attend, and the popularity of the sessions are a testament to the welcoming environment of the library.

School visits

The librarians based at Burnage Library have performed outstanding work engaging our local primary schools, with class visits from Acacias, Green End, and St Bernard's. Introducing all primary school children to the library, and ensuring they leave with library tickets, is one of the library's core achievements.

Warm Hub

Given the increasing urgency of the cost of living crisis, Burnage Library was part of the Warm Spaces initiative, with local people welcomed into the library by volunteers for a chat, where they were given support and information. Given its popularity, Friends of Burnage Library continued to offer tea and coffee for local people once the initiative ended.

Foodbank

We continued to be a drop off point for the Burnage food bank, which has seen a great increase in demand in recent years.

Financial review

Friends of Burnage Library relies on charitable donations and grants for its income. During the year key sources of income included:

- Donations from room hire.
- Donations for tea, coffee and soft drinks and other general small-scale donations in the library.
- Sale of second hand books which are donated to FOBL. (Sold both in the library and via Amazon and Ziffit).
- Fundraising and community events, including cake stalls, book sales, a Christmas Fair etc.
- Grants.
- Occasional raffles, e.g. a donated Easter Egg.
- Sale of local Burnage items, such as mugs, coasters and keyrings.

The charity's expenses are principally freelance sessional workers and a freelance development worker, who helps to organise events and manage the growing team of volunteers. This freelance support will continue to be vital to building the capacity of the charity, in order to both provide an excellent service for the public and a quality experience for our volunteers.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

We use an online accounting system (QuickBooks) and an accountant helps to ensure all transactions are correctly recorded, with regular management accounts produced for the board. An annual budget is set and reviewed for the year ahead.

Overall the Trustees were satisfied with the performance of the charity during the 22/23 financial year. Unrestricted income totalled £33,438 (2022: £31,586) reflecting a full year of being open following the Covid 19 pandemic. There was unrestricted expenditure of £34,367 (2022: £37,400) with expenditure mainly on sessional workers to deliver the library's activities. Restricted income totalled £31,178 (2022: £32,224) and total restricted expenditure totalled £32,272 (2022: £22,157).

At the end of the year the charity has unrestricted funds of £21,736 (2022: £21,342) and restricted funds of £18,018 (2022: £20,435). The trustees are satisfied that the current operational activities of the Library will continue to generate income to cover expenditure and maintain a surplus position on unrestricted funds.

The Trustees are confident that the charity has sufficient income to continue to meet its objectives in the year to 31 March 2024.

Principal funding sources, and how funding has supported key objectives

Manchester City Council "Our Manchester" NIF Grants and Age Friendly funding.
Southway Housing Trust – towards running costs of the building.
Donations from Room Hire - towards general running costs.
Health and Wellbeing Project – running costs.
Burnage Community Project – delivery of local community project.

We are particularly grateful for the ongoing support from Manchester Library Service and funding from Southway Housing Trust without which we would not be able to continue.

Reserves policy

Friends of Burnage Library Limited seeks to build up unrestricted reserves to cover: - our contractual obligations to our suppliers, clients, and funders; legal requirements as specified by HMRC, Companies House and the Charity Commission. In addition, three months' worth of fixed running cost to allow time for the organisation to complete its contractual obligations and plan an orderly closure or find alternative sources of funding, should it be necessary. The trustees believe that £15,000 adequately reflects three month running costs and are pleased to report that current unrestricted reserves exceed this. Reserves are being carefully managed and reinvested into the library to improve facilities and bring further benefit to the community.

The reserves are used to cover cash flow fluctuations. They can also be used to cover short term gaps in funding; to progress with grant-funded projects which require a funding match, before the match has been secured; towards fundraising; for training and other expenses designed to improve the effectiveness of the organisation.

This policy is reviewed annually. The amount is calculated annually and when there are major changes, such as changes in the staffing levels and the taking on of additional leases.

Investment policy

The charity holds no funds that can be invested for any long period of time. If in future assets are built up above our level of reserves these will be held in interest earning accounts, and the board will annually review its investments to earn the best possible rate of interest.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

Plans for the future

Friends of Burnage Library will continue to provide an accessible library. Activity and Information Hub for all local people run by volunteers. We will further develop activities and projects which seek to support young children, older people, socially isolated people and those seeking skills to return to work.

Structure, governance and management

Organisational structure

The Chairperson leads the Board and has a close working relationship with freelance staff members. Members of the board take on key roles in relation to the supervision of volunteers and running of the charity.

The Treasurer has a close supervision of the day to day running of the finances of the Charity.

Governing document

The charitable company is controlled via its Memorandum and Articles of Association. Board members of the company are volunteer directors of the company and trustees of the charity. The number of members must be a minimum of three.

An AGM is held by the company and the Board of Trustees meets at least six times per year. The board is responsible for policy and overseeing the strategic direction of the Charity. It ensures charity documents and key policies are reviewed on a regular basis.

Recruitment and appointment of Trustees

Trustees are recruited from a number of sources, including personal recommendation, volunteers with the charity, and via advisory bodies such as MACC.

The Board has defined the skill profiles required for its make up and seeks people with the necessary background experience. The Board actively seeks to establish a diversity of backgrounds and experience of its members.

Prospective Trustees are invited to meet the board to find out more about the charity. They are subsequently asked to observe a Board meeting, and co-opted by the board, or appointed during an AGM. They are made aware of their responsibilities as directors and trustees.

Induction and training of trustees

New trustees are given information about Friends of Burnage Library, its policies and procedure and the roles and responsibilities of trustees. They are invited to attend training courses relevant to their roles.

Company status

The organisation is a charitable company limited by guarantee, incorporated on 24th February 2014 and registered as a charity on 9th October 2014.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2023 was 6 (2022:7). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity.

Friends of Burnage Library Limited
Trustees' annual report

for the year ended 31 March 2023

Related parties and relationships with other organisations

The charity operates independently and there are no related party transactions. Board members and their immediate relatives have no contractual relationships, other than at arm's length, with any suppliers or fund providers.

Risk management

The Charity has undertaken a comprehensive Risk Assessment and established a policy of regular checking of all the activities of the Charity for risk. A comprehensive Risk Assessment is undertaken annually with regular monthly checks made and reported to the Board. Policies and procedures are reviewed regularly. Insurance is in place to cover all liabilities.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2023

Statement of responsibilities of the trustees

The trustees (who are also directors of Friends of Burnage Library Limited for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 20 December 2023 and signed on their behalf by



John McCrory
Chair of Trustees



Stella Clare
Treasurer

Independent examiner's report
to the members of
Friends of Burnage Library Limited

I report on the accounts of the charity for the year ended 31 March 2023 set out on pages 12 to 25.

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:

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.

Hannah Elliott

Hannah Elliott FCA
Alker Elliott Accountants Limited
29 Greylag Crescent
Worsley
Manchester
M28 7AB

20 / 12 / 2023

Friends of Burnage Library Ltd
Statement of Financial Activities
including Income and Expenditure account
for the year ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Unrestricted funds £	Restricted funds £	Total funds 2022 £
Income from:							
Donations and legacies	3	31,252	-	31,252	30,836	-	30,836
Charitable activities	4	2,110	31,178	33,288	600	32,224	32,824
Other trading activities	5	76	-	76	150	-	150
Total income		33,438	31,178	64,616	31,586	32,224	63,810
Expenditure on:							
Charitable activities	6	34,367	32,272	66,639	37,400	22,157	59,557
Total expenditure		34,367	32,272	66,639	37,400	22,157	59,557
Net income/(expenditure) for the year	7	(929)	(1,094)	(2,023)	(5,814)	10,067	4,253
Transfer between funds		1,323	(1,323)	-	1,917	(1,917)	-
Net movement in funds for the year		394	(2,417)	(2,023)	(3,897)	8,150	4,253
Reconciliation of funds							
Total funds brought forward		21,342	20,435	41,777	25,239	12,285	37,524
Total funds carried forward		21,736	18,018	39,754	21,342	20,435	41,777

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Friends of Burnage Library Ltd
Company number 8909086

Balance sheet as at 31 March 2023

	Note	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	11		-		-
			<hr/>		<hr/>
Total fixed assets			-		-
Current assets					
Debtors	12	780		480	
Cash at bank and in hand	13	39,464		41,787	
		<hr/>		<hr/>	
Total current assets		40,244		42,267	
Liabilities					
Creditors: amounts falling due in less than one year	14	(490)		(490)	
		<hr/>		<hr/>	
Net current assets			39,754		41,777
			<hr/>		<hr/>
Total assets less current liabilities			39,754		41,777
			<hr/>		<hr/>
Net assets			39,754		41,777
			<hr/> <hr/>		<hr/> <hr/>
The funds of the charity:					
Restricted income funds	15		18,018		20,435
Unrestricted income funds	16		21,736		21,342
			<hr/>		<hr/>
Total charity funds			39,754		41,777
			<hr/> <hr/>		<hr/> <hr/>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

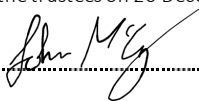
Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 14 to 25 form part of these accounts.

Approved by the trustees on 20 December 2023 and signed on their behalf by:


.....
John McCrory (Chair of Trustees)


.....
Stella Claire (Treasurer)

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Friends of Burnage Library Ltd meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

b Judgments and estimates

The trustees have estimated the running costs of the Library building to be equivalent to a value of £30,000 based on prior year calculations provided by the property owner. A donation and corresponding expenditure has been recognised for this amount.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The charity therefore continues to adopt the going concern basis in preparing its financial statements.

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

h Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of running the library and other costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Computer equipment	33%
Office fixtures and equipment	33%

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Notes to the accounts for the year ended 31 March 2023 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2023 £	Unrestricted £	Restricted £	Total 2022 £
Donations	1,252	-	1,252	836	-	836
Southway Housing Trust - in kind	30,000	-	30,000	30,000	-	30,000
Total	31,252	-	31,252	30,836	-	30,836

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2023 £	Unrestricted £	Restricted £	Total 2022 £
Grants						
Manchester City Council - NIF	-	5,745	5,745	-	1,066	1,066
Health and Wellbeing Fund	-	-	-	-	2,725	2,725
Our Manchester	-	17,933	17,933	-	20,933	20,933
Burnage Community	-	7,500	7,500	-	7,500	7,500
Other small grants	1,120	-	1,120	600	-	600
Room Hire	990	-	990	-	-	-
Total	2,110	31,178	33,288	600	32,224	32,824

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

5 Income from other trading activities

	Unrestricted £	Restricted £	Total 2023 £	Unrestricted £	Restricted £	Total 2022 £
Sale of books and other items	76	-	76	150	-	150
	76	-	76	150	-	150

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

6 Analysis of expenditure on charitable activities

	Total 2023 £	Total 2022 £
Building running costs	30,000	30,000
Charitable activities	7,766	6,930
Freelancers	23,819	13,388
Repairs	2,448	6,970
Office Expenses	347	497
Professional fees	13	13
Sundry expenses	1,289	578
Bank charges	67	18
Depreciation	-	143
Travel and mileage	75	-
Volunteer expenses	140	-
Support costs	435	780
Governance costs	240	240
	<hr/>	<hr/>
	66,639	59,557
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	32,272	22,157
Unrestricted expenditure	34,367	37,400
	<hr/>	<hr/>
	66,639	59,557
	<hr/> <hr/>	<hr/> <hr/>

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2023 £	2022 £
Depreciation	-	143
Independent examiner's fee	240	240
	<hr/> <hr/>	<hr/> <hr/>

8 Staff costs

No employees has employee benefits in excess of £60,000 (2022: Nil).

The average number of staff employed during the period was nil (2022: nil).

The average full time equivalent number of staff employed during the period was nil (2022: nil).

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel of the charity were £nil (2022: £nil).

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2022: Nil).

No members of the management committee received travel and subsistence expenses during the year (2022:£nil).

Aggregate donations from related parties were £nil (2022: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2022: nil).

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Fixed assets: tangible assets

	Computer equipment £	Fixtures and Equipment £	Total £
Cost			
At 1 April 2022	3,136	2,269	5,405
At 31 March 2023	3,136	2,269	5,405
Depreciation			
At 1 April 2022	3,136	2,269	5,405
Charge for the year	-	-	-
At 31 March 2023	3,136	2,269	5,405
Net book value			
At 31 March 2023	-	-	-
At 31 March 2022	-	-	-

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

12 Debtors

	2023 £	2022 £
Trade debtors	780	480
	<hr/>	<hr/>
	780	480
	<hr/> <hr/>	<hr/> <hr/>

13 Cash at bank and in hand

	2023 £	2022 £
Cash at bank and on hand	39,464	41,787
	<hr/>	<hr/>
	39,464	41,787
	<hr/> <hr/>	<hr/> <hr/>

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	490	490
	<hr/>	<hr/>
	490	490
	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

15 Analysis of movements in restricted funds

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
Manchester City Council NIF Grant	2,838	5,745	(6,134)	-	2,449
Health and Wellbeing fund	2,386	-	(1,063)	(1,323)	-
Our Manchester	15,211	17,933	(17,575)	-	15,569
Burnage Community	-	7,500	(7,500)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	20,435	31,178	(32,272)	(1,323)	18,018
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Comparative period

	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2022 £</i>
Manchester City Council NIF Grant	1,772	1,066	-	-	2,838
Southway Housing Trust Grant	-	2,500	(2,500)	-	-
Health and Wellbeing fund	2,510	2,725	(2,849)	-	2,386
Our Manchester	3,776	20,933	(9,498)	-	15,211
Manchester Age Friendly	721	-	(750)	29	-
Burnage Community	-	7,500	(6,500)	(1,000)	-
Heritage Lottery	1,006	-	(60)	(946)	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	9,785	34,724	(22,157)	(1,917)	20,435
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

Name of restricted fund	Description, nature and purposes of the fund
Our Manchester	Build our capacity to connect people in Burnage to information, to each other and to opportunities.
Manchester Age Friendly	Local History sessions and support visits to heritage opportunities.
Heritage Lottery	To explore the history behind the estates built by Manchester Corporation in the 1920s and 30s.
Manchester City Council NIF Grant	Towards digital outreach activities
Southway Housing Trust Grant	To support volunteering and increasing engagement, to cover running costs and contribution towards seating
Health and Wellbeing Fund	To promote health and wellbeing in Burnage
Burnage Community Project	To support Community projects in Burnage.

16 Analysis of movement in unrestricted funds

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
General fund	21,342	33,438	(34,367)	1,323	21,736
Designated fixed assets	-	-	-	-	-
	<u>21,342</u>	<u>33,438</u>	<u>(34,367)</u>	<u>1,323</u>	<u>21,736</u>
Comparative period					
	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
General fund	25,096	31,586	(37,400)	2,060	21,342
Designated fixed assets	143	-	-	(143)	-
	<u>25,239</u>	<u>31,586</u>	<u>(37,400)</u>	<u>1,917</u>	<u>21,342</u>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2023 (continued)

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds

17 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2023 £
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	21,736	-	18,018	39,754
	<hr/>	<hr/>	<hr/>	<hr/>
Total	21,736	-	18,018	39,754
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Comparative period

	General fund £	Designated funds £	Restricted funds £	Total 2022 £
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	21,342	-	20,435	41,777
	<hr/>	<hr/>	<hr/>	<hr/>
Total	21,342	-	20,435	41,777
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

FRIENDS OF BURNAGE LIBRARY LTD

England & Wales - Charity number 1158817

Accounts

Company number: 08909086
Charity Number: 1158817

Friends of Burnage Library Limited

Report and financial statements
For the year ended 31 March 2021

Friends of Burnage Library Limited

Reference and administrative information for the year ended 31 March 2021

Company number	08909086
Charity number	1158817
Registered office	Burnage Library 349 Burnage Lane Manchester M19 1EW
Operational address	Burnage Library, Activity & Information Hub Burnage Lane Manchester M19 1EW
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Anne Henderson - Chair Peter Thompson - Vice Chair Stella Clare - Treasurer Carole Farrow - Joint secretary Kath Thompson - Joint secretary Linda Harper (resigned 25 September 2020) Kath Andrew Sue Lloyd John Calvert (resigned 12 October 2020) Natalie Harper (appointed 12 October 2020) Thomas Musgrove (appointed 12 October 2020) Helen Beesley (appointed 12 October 2020) John McCory (appointed 12 October 2020)
Bankers	HSBC 760 Wilmslow Road Manchester M20 2DP
Accountants	Arlo Accountancy Limited 107 Valley Road Stockport SK4 2DB
Independent Examiner	Patrick Morrello ACA Third Sector Accountancy Ltd, Holyoake House, Manchester M60 0AS

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2021

The trustees present their report and the unaudited financial statements for the year ended 31st March 2021. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Objects and aims

- 1) To further or benefit the residents of Burnage and the neighbourhood without the distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 2) 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 parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental) substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender reassignment; poor educational or skill attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).

Each year our Trustees review the objectives and activities to ensure they continue to reflect our aims. In carrying out this review the Trustees have considered the Charity Commission's general guidance on public benefit. The Charity's objectives are:-

- To advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

- 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.

Activities undertaken for public benefit in relation to objects

•

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. Regular reports on activities are submitted to the directors at board meetings from the freelance staff to enable the directors to monitor progress. This and other mechanisms, such as the annual rolling plan and budget, enables the trustees to ensure that new and current activities are in line with the charity's aims and objectives and the Charity Commission's guidance.

Friends of Burnage Library Limited Trustees' annual report

for the year ended 31 March 2021

Achievements and performance

- The charity's main activities and who it tries to help are described below. All its charitable activities focus on Burnage and are undertaken to further Friends of Burnage Library Limited charitable purposes for the public benefit. We are particularly grateful for the ongoing support from Manchester Library Service and funding from Southway Housing Trust. Without their support we would not be able to continue.
- We recruit, train, and support a team of dedicated volunteers who enable us to run, in partnership with Manchester City Council and Southway Housing Trust, a library information and activity hub in Burnage.
- We provide a friendly and accessible space in which local residents can access books, information, learning and social activities.
- We run a range of social cultural and heritage activities for people of all ages, which enables them to develop new skills, new friendships, and new opportunities.
- We target particularly vulnerable isolated groups or those with specific needs and run activities which address those needs.

Volunteers

Volunteers are essential to all our work. We are hugely grateful to have such a large and dedicated team of volunteers who undertake everything from welcoming people to the library, helping them access books and IT equipment, through to running specific groups (e.g. children's story time sessions). All volunteers undertake an induction meeting and receive information about their role. They have further access to support and training opportunities throughout their time with us.

Achievements and performance

- On April 15th we were awarded the Queen's Award for Voluntary Service for our work in bringing the people of Burnage together to learn, share and encourage community involvement. This is a highly prestigious award.
- Our 40+ volunteers, supported by the Manchester library service, helped library users borrow and return books, as well as to get online, during the dates that we were open. We also set up a delivery service of books during the pandemic.
- We ran Storytime Sessions for pre-school children and parents/guardians on-line and after the library reopened, they took place in the garden under the new shelter. Many parents described how important they were in providing a network of friendship and support for new parents and carers.
- We continued to run a thriving Local History Group which enables local people (many of who, are older and at risk of becoming isolated) to research and share information about their local area with wide audiences. These were online during lockdown, with local history resources and blogs added to our website and then in the garden until the colder weather. They are now inside.

Friends of Burnage Library Limited Trustees' annual report

for the year ended 31 March 2021

- We received funding to construct a garden shelter so that, once it was allowed, groups could meet outside. This has been very well used by lots of groups allowing over 100 participants to access age friendly activities and has enhanced our garden.
- We engaged 59 participants in our Walkie Talkie project promoting exercise for health and wellbeing, exploring and walking around the local area in a Covid friendly manner.
- We continued to run a monthly book group with regular attendance. During lockdown activities were put online.
- We kept in touch with our volunteers with a fortnightly Zoom coffee morning and we delivered cards and presents to all volunteers at Christmas.
- Spotter's Guides were developed, handed out and promoted to enable self-guided socially distanced walks.
- The Digital Café sessions will return when it is safe to do so, particularly because the pandemic has demonstrated the huge importance of digital literacy. We also wish to develop a Chromebook loan outreach scheme with digital buddy support to reach out to isolated and vulnerable people who would benefit from digital skills.
- We continued to run Talk English, to support local people with low levels of spoken English. The sessions are very popular with both learners and volunteers making new friendships and networks. Initially this activity took place in the garden, now it has come inside.
- We continued with a Carer's Café, supported by Manchester Carer's Forum, to support carers experiencing isolation and providing vital links to sources of information and support. Again, this was initially in the garden but is now inside.
- Citizens Advice Bureau did not continue, but it is hoped it will return in 2022.
- Our "Burnage: A Place Called Home" project has worked with people of all ages in the local community to understand more about the History of their local area. Our planned exhibition of the community quilt at Manchester Central Library was not possible due to Covid 19 restrictions, but some of the work was adapted. For example, pictures from the quilt were displayed on the railings outside the high school, the library and at Cringle Fields.
- The funding as part of the "Our Manchester" Voluntary Sector support through Manchester City Council has now been extended until March 2022 to enable us to finish projects.
- One local resident was befriended by a volunteer for phone support and to help with loneliness.
- A pop up art gallery for children took place in the FOBL noticeboards.
- A community trail was set up from 20th March to 5th April 2021 in which 49 households took part. Burnage householders decorated the front of their houses to celebrate Spring, at a time when people, in their bubbles, could meet and walk and talk.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2021

Financial review

Friends of Burnage Library relies on charitable donations and grants for its income. During the year key sources of income included:

- Donations from room hire.
- Donations for tea, coffee and soft drinks and other general small-scale donations in the library.
- Sale of second hand books which are donated to FOBL. (Sold both in the library and via Amazon and Ziffit).
- Fundraising and community events, including cake stalls, book sales, a Christmas Fair etc.
- Grants.
- Occasional raffles, e.g. a donated Easter Egg.

The charity's expenses are principally freelance sessional workers and a freelance development worker, who helps to organise events and manage the growing team of volunteers. This freelance support will continue to be vital to building the capacity of the charity, in order to both provide an excellent service for the public and a quality experience for our volunteers.

We use an online accounting system (QuickBooks) and an accountant helps to ensure all transactions are correctly recorded, with regular management accounts produced for the board. An annual budget is set and reviewed for the year ahead.

Overall the Trustees were satisfied with the performance of the charity during the 20/21 financial year. Unrestricted income totalled £3,786 reflecting the impact of being closed for a number of months due to the Covid-19 pandemic. There was unrestricted expenditure of £3,503. Restricted income totalled £60,315 and total restricted expenditure totalled £63,697. There was net expenditure totalling £3,382 on restricted funds due to funds received in 19/20 that have been spent in 20/21. At the end of the year the charity has unrestricted funds of £25,239 and the trustees are satisfied that the current operational activities of the Library will continue to generate income to cover expenditure and maintain a surplus position on unrestricted funds.

The Trustees are confident that the charity has sufficient income to continue to meet its objectives in the year to 31 March 2022.

Principal funding sources, and how funding has supported key objectives

Manchester City Council NIF Grants and Age Friendly funding.
Southway Housing Trust – towards running costs of the building.
People's Health Trust – Towards our 'Memory Bank Project'.
Donations from Room Hire - towards general running costs.
Heritage Lottery Funding

We are particularly grateful for the ongoing support from Manchester Library Service and funding from Southway Housing Trust without which we would not be able to continue.

Reserves policy

Friends of Burnage Library Limited seeks to build up unrestricted reserves to cover: - our contractual obligations to our suppliers, clients, and funders; legal requirements as specified by HMRC, Companies House and the Charity Commission. In addition, three months' worth of fixed running cost to allow time for the organisation to complete its contractual obligations and plan an orderly closure or find alternative sources of funding, should it be necessary. The trustees

Friends of Burnage Library Limited Trustees' annual report

for the year ended 31 March 2021

believe that £15,000 adequately reflects three month running costs and are pleased to report that current unrestricted reserves exceed this and excess funds have been invested in new facilities for the library in the financial year 21/22.

The reserves are used to cover cash flow fluctuations. They can also be used to cover short term gaps in funding; to progress with grant-funded projects which require a funding match, before the match has been secured; towards fundraising; for training and other expenses designed to improve the effectiveness of the organisation.

This policy is reviewed annually. The amount is calculated annually and when there are major changes, such as changes in the staffing levels and the taking on of additional leases.

Investment policy

The charity holds no funds that can be invested for any long period of time. If in future assets are built up above our level of reserves these will be held in interest earning accounts, and the board will annually review its investments to earn the best possible rate of interest.

Plans for the future

Friends of Burnage Library will continue to provide an accessible library. Activity and Information Hub for all local people run by volunteers. We will further develop activities and projects which seek to support young children, older people, socially isolated people and those seeking skills to return to work.

Structure, governance and management

Organisational structure

The Chairperson leads the Board and has a close working relationship with freelance staff members. Members of the board take on key roles in relation to the supervision of volunteers, and running of the charity.

The Treasurer has a close supervision of the day to day running of the finances of the Charity.

Governing document

The charitable company is controlled via its Memorandum and Articles of Association. Board members of the company are volunteer directors of the company and trustees of the charity. The number of members must be a minimum of three.

An AGM is held by the company and the Board of Trustees meets at least six times per year. The board is responsible for policy and overseeing the strategic direction of the Charity. It ensures charity documents and key policies are reviewed on a regular basis.

Recruitment and appointment of Trustees

Trustees are recruited from a number of sources, including personal recommendation, volunteers with the charity, and via advisory bodies such as MACC.

The Board has defined the skill profiles required for its make up and seeks people with the necessary background experience. The Board actively seeks to establish a diversity of backgrounds and experience of its members.

Prospective Trustees are invited to meet the board to find out more about the charity. They are subsequently asked to observe a Board meeting, and co-opted by the board, or appointed during an AGM. They are made aware of their responsibilities as directors and trustees.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2021

Induction and training of trustees

New trustees are given information about Friends of Burnage Library, its policies and procedure and the roles and responsibilities of trustees. They are invited to attend training courses relevant to their roles.

Company status

The organisation is a charitable company limited by guarantee, incorporated on 24th February 2014 and registered as a charity on 9th October 2014.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2021 was 11 (2020: 9). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity.

Related parties and relationships with other organisations

The charity operates independently and there are no related party transactions. Board members and their immediate relatives have no contractual relationships, other than at arm's length, with any suppliers or fund providers.

Risk management

The Charity has undertaken a comprehensive Risk Assessment and established a policy of regular checking of all the activities of the Charity for risk. A comprehensive Risk Assessment is undertaken annually with regular monthly checks made and reported to the Board. Policies and procedures are reviewed regularly. Insurance is in place to cover all liabilities.

Friends of Burnage Library Limited
Trustees' annual report
for the year ended 31 March 2021

Statement of responsibilities of the trustees

The trustees (who are also directors of Friends of Burnage Library Limited for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 28 November 2021 and signed on their behalf by:

Anne Henderson

Anne Henderson

Chair

S. Clare

Stella Clare

Treasurer

Independent examiner's report
to the members of
Friends of Burnage Library Limited

I report on the accounts of the charity for the year ended 31 March 2021 set out on pages 10 to 20.

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:

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 Acthave 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.

P Morrello

Patrick Morrello ACA
Third Sector Accountancy Limited
Holyoake House
Hanover Street
Manchester
M60 0AS

21 / 12 / 2021

Friends of Burnage Library Ltd

Statement of Financial Activities
including Income and Expenditure account
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Unrestricted funds £	Restricted funds £	Total funds 2020 £
Income from:							
Donations and legacies	3	240	30,000	30,240	1,836	30,000	31,836
Charitable activities	4	3,444	30,315	33,759	2,232	41,919	44,151
Other trading activities	5	102	-	102	1,586	-	1,586
Total income		3,786	60,315	64,101	5,654	71,919	77,573
Expenditure on:							
Charitable activities	6	3,503	63,697	67,200	5,569	78,252	83,821
Total expenditure		3,503	63,697	67,200	5,569	78,252	83,821
Net income/(expenditure) for the year	7	283	(3,382)	(3,099)	85	(6,333)	(6,248)
Transfer between funds		-	-	-	(74)	74	-
Net movement in funds for the year		283	(3,382)	(3,099)	11	(6,259)	(6,248)
Reconciliation of funds							
Total funds brought forward		24,956	15,667	40,623	24,945	21,926	46,871
Total funds carried forward		25,239	12,285	37,524	24,956	15,667	40,623

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Friends of Burnage Library Ltd
Company number 8909086

Balance sheet as at 31 March 2021

	Note	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	11		143		1,235
Current assets					
Debtors	12	1,780		500	
Cash at bank and in hand		37,291		42,886	
Total current assets		<u>39,071</u>		<u>43,386</u>	
Liabilities					
Creditors: amounts falling due in less than one year	13	(1,690)		(3,998)	
Net current assets			<u>37,381</u>		<u>39,388</u>
Total assets less current liabilities			<u>37,524</u>		<u>40,623</u>
Net assets			<u><u>37,524</u></u>		<u><u>40,623</u></u>
The funds of the charity:					
Restricted income funds	14		12,285		15,667
Unrestricted income funds	15		25,239		24,956
Total charity funds			<u><u>37,524</u></u>		<u><u>40,623</u></u>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 12 to 20 form part of these accounts.

Approved by the trustees on 28 November 2021 and signed on their behalf by:

Anne Henderson

Anne Henderson (Chair)

S. Claire

Stella Claire (Treasurer)

Notes to the accounts for the year ended 31 March 2021

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Friends of Burnage Library Ltd meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

b Judgments and estimates

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Preparation of the accounts on a going concern basis

The trustees have reviewed the charity's ongoing income and expenditure and in particular have considered the potential implications of the Coronavirus (COVID-19) pandemic. Whilst the eventual financial impact of the pandemic on the charity, and on the overall economy, remains uncertain, the trustees are confident that the charity will be able to remain operational throughout the pandemic. However, it has now reviewed its expenditure and projects and, based on donor commitments already received or confirmed at the date of approval, and its reserves, the trustees are confident that the charity can also fulfil its commitments to its beneficiaries for the foreseeable future.

The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Notes to the accounts for the year ended 31 March 2021 (continued)

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Notes to the accounts for the year ended 31 March 2021 (continued)

h Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of running the library and other costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Computer equipment	33%
Office fixtures and equipment	33%

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Notes to the accounts for the year ended 31 March 2021 (continued)

3	Income from donations and legacies	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
	Donations	240	-	240	1,836	-	1,836
	In kind donations - see note 6	-	30,000	30,000	-	30,000	30,000
	Total	240	30,000	30,240	1,836	30,000	31,836
4	Income from charitable activities	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
	Grants						
	Manchester City Council - NIF	-	1,772	1,772	-	1,847	1,847
	Southway Housing Trust	-	2,500	2,500	-	-	-
	Health and Wellbeing Fund	-	2,510	2,510	-	-	-
	Manchester Airport	-	-	-	-	1,419	1,419
	Our Manchester	-	17,933	17,933	-	17,933	17,933
	Heritage Lottery Fund	-	5,600	5,600	-	20,720	20,720
	Other small grants	2,000	-	2,000	-	-	-
	Room Hire	1,444	-	1,444	2,232	-	2,232
	Total	3,444	30,315	33,759	2,232	41,919	44,151
5	Income from other trading activities	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
	Sale of books and other items	102	-	102	1,586	-	1,586

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2021 (continued)

6 Analysis of expenditure on charitable activities

	Total 2021 £	Total 2020 £
In kind costs	30,000	30,000
Charitable activities	3,050	7,052
Freelancers	30,102	38,188
Repairs	-	726
Dues and subscriptions	-	60
Office Expenses	371	903
Professional fees	13	373
Sundry expenses	1,182	3,398
Travel	-	52
Depreciation	1,093	1,562
Support costs	1,149	1,267
Governance costs	240	240
	<hr/>	<hr/>
	67,200	83,821
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	63,697	78,252
Unrestricted expenditure	3,503	5,569
	<hr/>	<hr/>
	67,200	83,821
	<hr/> <hr/>	<hr/> <hr/>

The in-kind costs include the use of the building, which is owned by Manchester City Council; the up-keep of the building by Southway Housing Trust; and the wages of a part time librarian which are paid by Manchester City Council. The estimated value of these donated services and facilities is £30,000 per annum.

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2021 £	2020 £
Depreciation	1,092	1,562
Independent examiner's fee	240	240

8 Staff costs

No employees has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was nil (2020: nil).

The average full time equivalent number of staff employed during the period was nil (2020: nil).

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel of the charity were £nil (2020: £nil).

Notes to the accounts for the year ended 31 March 2021 (continued)

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2020: Nil).

No members of the management committee received travel and subsistence expenses during the year (2020:£nil).

Aggregate donations from related parties were £nil (2020: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2020: nil).

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Fixed assets: tangible assets

Cost	Computer equipment £	Fixtures and Equipment £	Total £
At 1 April 2020	3,136	2,269	5,405
At 31 March 2021	3,136	2,269	5,405
Depreciation			
At 1 April 2020	2,327	1,843	4,170
Charge for the year	754	338	1,092
At 31 March 2021	3,081	2,181	5,262
Net book value			
At 31 March 2021	55	88	143
<i>At 31 March 2020</i>	<i>809</i>	<i>426</i>	<i>1,235</i>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2021 (continued)

12 Debtors

	2021 £	2020 £
Trade debtors	1,780	500
	<u>1,780</u>	<u>500</u>

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	1,200	3,508
Other creditors and accruals	490	490
	<u>1,690</u>	<u>3,998</u>

14 Analysis of movements in restricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Manchester City Council NIF Grant	-	1,772	-	-	1,772
Health and Wellbeing fund	-	2,510	-	-	2,510
Southway Housing Trust Grant	-	32,500	(30,000)	-	2,500
Our Manchester	3,348	17,933	(17,505)	-	3,776
Manchester Age Friendly	1,051	-	(330)	-	721
Heritage Lottery	11,268	5,600	(15,862)	-	1,006
	<u>15,667</u>	<u>60,315</u>	<u>(63,697)</u>	<u>-</u>	<u>12,285</u>

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2021 (continued)

Comparative period

	<i>Balance at 1 April 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£
<i>Manchester City Council NIF Grant</i>	-	1,847	(2,225)	378	-
<i>Manchester Airport</i>	-	1,419	(1,115)	(304)	-
<i>Southway Housing Trust Grant</i>	-	30,000	(30,000)	-	-
<i>Our Manchester</i>	3,017	17,933	(17,602)	-	3,348
<i>Manchester Age Friendly</i>	4,159	-	(3,108)	-	1,051
<i>Heritage Lottery</i>	14,750	20,720	(24,202)	-	11,268
Total	21,926	71,919	(78,252)	74	15,667

Name of restricted fund	Description, nature and purposes of the fund
Our Manchester	Build our capacity to connect people in Burnage to information, to each other and to opportunities.
Manchester Age Friendly	Local History sessions and support visits to heritage opportunities.
Heritage Lottery	To explore the history behind the estates built by Manchester Corporation in the 1920s and 30s.
Manchester City Council NIF Grant	Towards digital outreach activities
Southway Housing Trust Grant	To support volunteering and increasing engagement, to cover running costs and contribution towards seating
Health and Wellbeing Fund	To promote health and wellbeing

Friends of Burnage Library Ltd

Notes to the accounts for the year ended 31 March 2021 (continued)

15 Analysis of movement in unrestricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	23,523	3,786	(3,503)	1,290	25,096
Designated fixed	1,433	-	-	(1,290)	143
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	24,956	3,786	(3,503)	-	25,239
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Comparative period

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>As at 31 March 2020 £</i>
General fund	21,950	5,654	(4,007)	(74)	23,523
Designated fixed assets	2,995	-	(1,562)	-	1,433
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	24,945	5,654	(5,569)	(74)	24,956
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
Designated fixed assets fund	The fixed assets are essential for the future operation of the charity and so are excluded from free reserves.

Friends of Burnage Library Ltd






Notes to the accounts for the year ended 31 March 2021 (continued)

16 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2021 £
Tangible fixed assets	-	143	-	143
Net current assets/(liabilities)	25,096	-	12,285	37,381
Total	25,096	143	12,285	37,524
<i>Comparative period</i>				
	<i>General fund £</i>	<i>Designated funds £</i>	<i>Restricted funds £</i>	<i>Total 2020 £</i>
<i>Tangible fixed assets</i>	-	1,235	-	1,235
<i>Net current assets/(liabilities)</i>	39,190	198	-	39,388
Total	39,190	1,433	-	40,623

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