

Anstey Community Library

Annual General Meeting, 16th April 2024

1 Summary

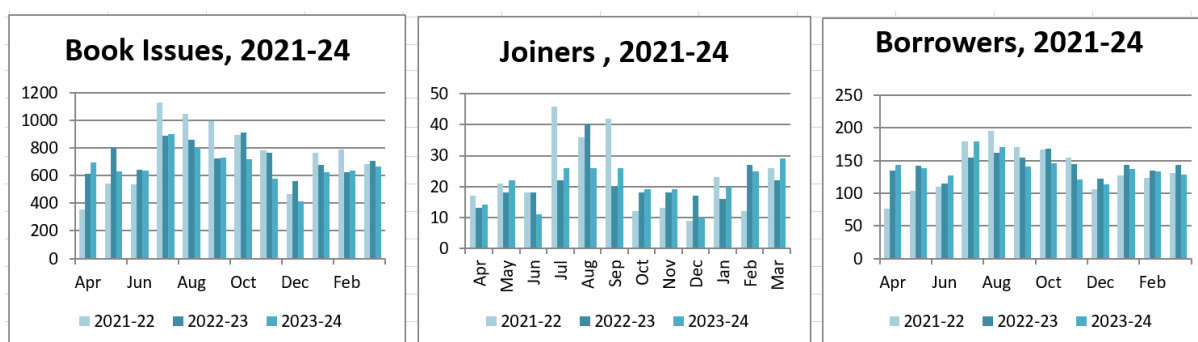
The library service continues to be well supported by the public, and from comments received over the year they appreciate the service we provide. This will largely be down to our volunteers who create such a welcoming atmosphere.

A couple of large expenditures on the Family Room earlier in the year meant that we showed a small loss over the year, largely offset by improved sales and events held in the building., and finances remain healthy.

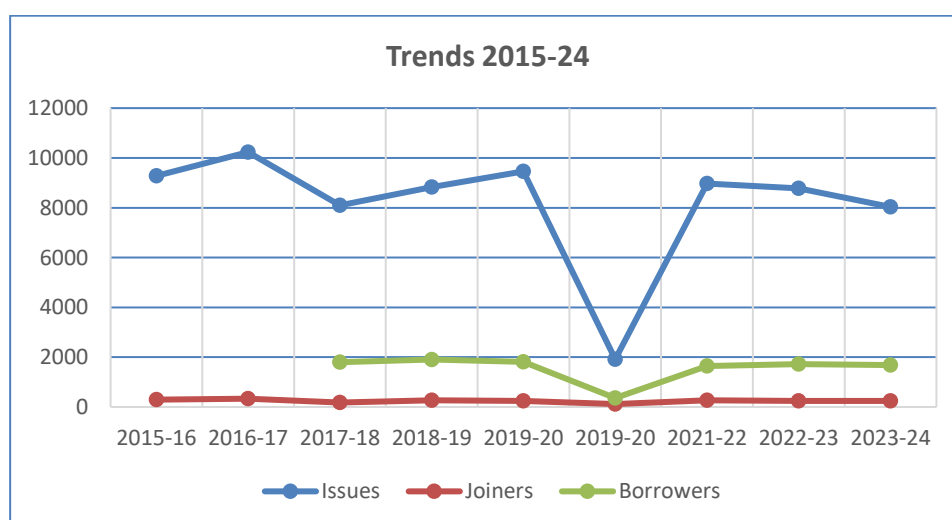
Staff turnover remains low.

2 Library Performance

Library performance figures for the past three years are reasonably consistent :



The longer-term trend since we opened in 2015 may be summarised :



The effects of the Covid closures are clearly shown. The numbers of joiners and of active borrowers have pretty much recovered and seem quite constant. There does seem to be a

very slight trend downwards for the number of book issues and it would be interesting to compare this with the general experience of other libraries – possibly it reflects the increasing use of electronic books.

3 Staffing

3.1 Paid staff

We have no paid staff.

3.2 Volunteers

We have 37 registered volunteers.

There were 4 new volunteers over the year, with 2 who left.

3.3 Committee

The Committee comprises 6 members. At the start of the year these were :

Alan Prior Janet Witcomb Jenny Tomlinson Lynne Childerley Mary Hill
Phil Knight (Chair)

Ros Cole joined the Committee in July 2023.

It was the turn of Jenny Tomlinson and Mary Hill to stand down for the 2024 Committee Election, with Mary declining to stand for re-election for personal reasons. Invitations to stand for election to the Committee were sent out to all volunteers in March this year. No new applications were received and consequently Jenny was returned unopposed and the Committee membership at the start of 2023-2024 is now :

Alan Prior Janet Witcomb Jenny Tomlinson Lynne Childerley Ros Cole
Phil Knight (Chair)

4 Community Activities

4.1 Community Groups

We have expanded the number of U3A groups who use our Family Room this year and we now have :

- Monday morning – Wriggly Rhymers
- Monday afternoon (fortnightly) – U3A Canasta, alternating with the Royal Voluntary Service's Dementia Group
- Tuesday morning – Wellbeing Walking Group
- Wednesday afternoon – Film & Social Club
- Thursday morning – Ukulele learners' group
- Thursday afternoon – Anstey Young Wives
- Friday morning – U3A Board Games
- Friday afternoon (fortnightly) – Mah Jong

We have also run short Story Telling courses for young children and an Easter Crafts session (Helen Graham, Leics Council)

In addition, Hive Counselling are available for consultation by appointment

4.2 Annual Events

These are

- Spring Garden Sale (May). : £1700
- Anstey Gala (September) : £600
- Christmas Santa (December) : £550

4.3 Summer Reading Challenge (SRC)

In 2023, in association with the national children's charity the Youth Sport Trust, the theme was *Ready, Set, Read!*, a sports and games-themed Challenge to keep children's minds and bodies active over the summer break.

Nationally, a total of **685,821** children participated in the 2023 Summer Reading Challenge (635,115 at their library and 50,706 online)

- **7680** children in Leicestershire participated (7,680 at their library and 759 online)
- There was a **39%** increase in participation across the network of community managed libraries
- **55%** children in Leicestershire completed the challenge by reading 6 books
- **1,797** children joined their library to take part in the challenge
- There were **252,035** children's book issues over the summer holiday period including 2,644 e-books

5 Works

Ceiling heaters were fitted in the Family Room and the carpet was replaced.

The extractor fan in the public toilet was replaced.

Following a survey by a tree specialist, some trimming and pruning was carried out on the five trees on the library land.

The automatic front door continued to malfunction, opening and closing at random. A new set of sensors was fitted, funded by LCC, and seems to have cured that problem but is causing having some ongoing teething problems.

5.1.1 Building Inspections Schedule

Requirement	Regulatory Frequency	Date of Last Test	Date of Next Test	Supplier
Asbestos	Following change	15 Mar 21		Lucion
Boiler Service	Annually	05 Sep 23	Jun 24	Ashwell Maintenance
Gas Soundness	5 yearly	15 Jul 21	Jun 26	Ashwell Maintenance
Fire Alarm Testing	3 monthly	See log		Proudcastle
Emergency Lighting Testing	3 monthly	See log		Proudcastle
Intruder Alarm Testing	6 monthly	See log		Proudcastle
Fire Extinguishers	Annually	18 Apr 23	Apr 24	ISE
Fixed Electrical Safety	5 yearly	09 Nov 20	Nov 25	David Pearce
Portable Appliance Testing	Annually	26 Apr 22	May 23	Initial PAT
Water Temperature Monitoring	Monthly	See log		
Powered Doors	Annually	01 Jan 24	Jan 25	Automatic Access
Tree survey	3 yearly	19 Dec 23	Dec 26	Severn Arboricultural
Thermostatic Valves	n/a			
Lightning Conductors	n/a			
Passenger and Food Lifts	n/a			

6 Finances

Total income for the year was £18.8K and expenditure £20.4K, so we had a shortfall of £1.6K.

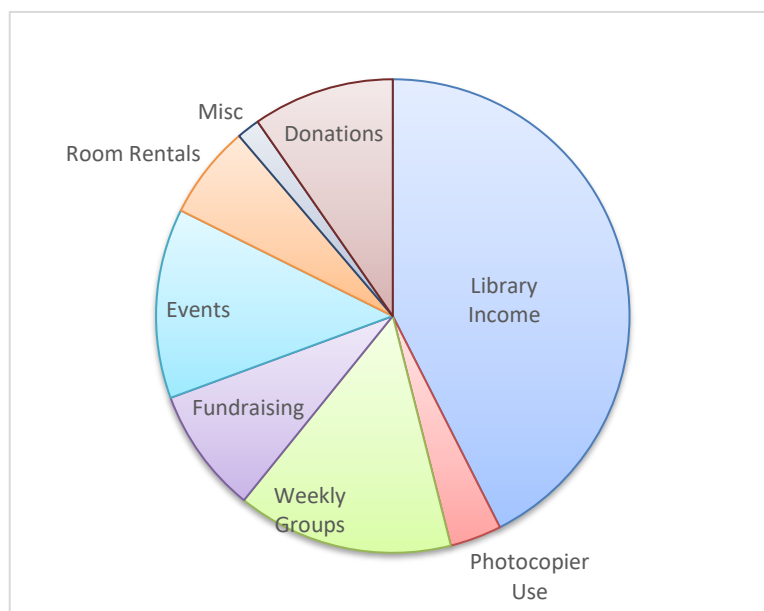
At the year's end our reserves stand at £109.4K, £90K of which is in an interest-bearing account in a building society.

6.1 Income Summary

Our income is now mainly through shop sales and other earnings from day-to-day activities in the library (about 43%), with weekly events we organise (Wriggly Rhymers and the Film & Social Group) bringing in a further 15%. The remainder comes from annual events, donations and room rentals.

The main contributions to the 2022-23 income were as shown below.

Income 2023-24

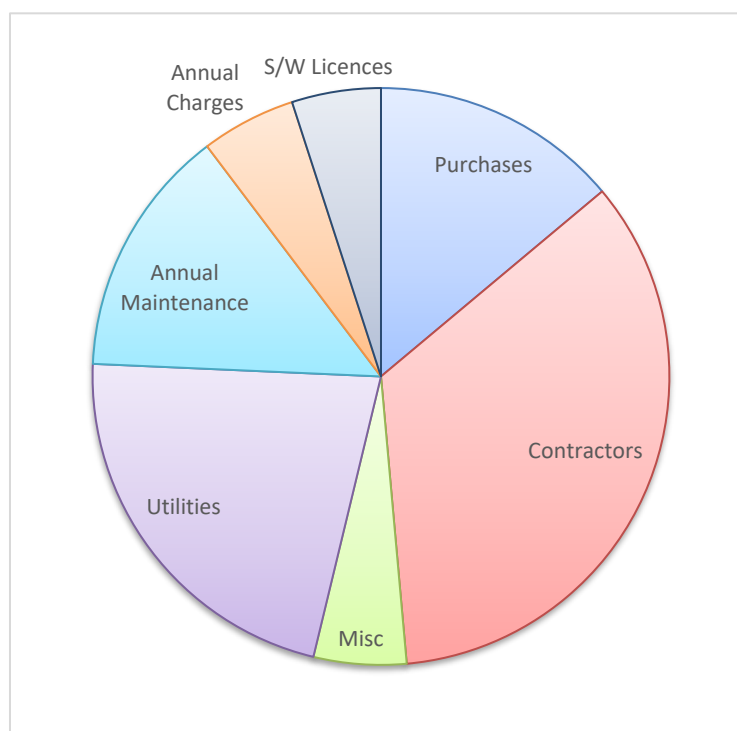


Item	£K
Library Income	8013.09
Photocopier Use	663.70
Weekly Groups	2777.41
Fundraising	1612.18
Events	2439.59
Room Rentals	1204.00
Misc	296.25
Donations	1819.21

6.2 Expenditure Summary

The largest expenditure items in 2023-24 were the purchase of a new carpet for the Family room, together with ceiling-mounted heating (shown as *Contractors*). These were both one-off items.

Expenditure 2023-24



Item	£K
Purchases	2839.34
Contractors	7074.83
Misc	1072.15
Utilities	4476.10
Annual Maintenance	2858.34
Annual Charges	1083.32
S/W Licences	1018.31

7 2024-25 Plans

7.1 Budget

We expect to have price increases generally in line with inflation, and perhaps some increase in online sales, but no major changes. There will be an additional income of nearly £2K from interest on our savings account.

We will be purchasing new furniture to brighten up the children's area in the library. We expect some of the cost to come from Section 106 funds and we will fund the remainder ourselves

The footpath from the library down to the car park is uneven and we plan to level it, either by re-laying the existing slabs or by tarmac. We are currently gathering quotes for this work but are making provision of £5K for this.

In total, while we expect our income to increase, we feel this will match the planned additional expenditure, so overall our reserves should remain constant.

8 5-Year Forecasts

8.1 Section 106 Funds

Payments are made to Section 106 (S106) funds by housing developers to the local communities as contributions to the additional costs they incur from residents moving in to the area. Beneficiaries include schools, medical centres and libraries. In our case we receive funds for things such as book purchases and library infrastructure.

We currently have several S106 payments coming to us over the next few years. These are:

Allocated Purpose	Planned Purpose	Spend By	Amount £K
Provision and enhancement of library services	Book stock, children's area	5/09/24	3.9
Provision of books, lending media and other equipment	New public PCs and IT	15/09/25	11.5
Increase lending stock		22/06/26	£1.4
General		No expiry date	0.2

8.2 Future Income and Expenditure

2024-25 : We expect the year to end with about £110k in reserves.

2025-26 : Our public PCs run Windows 10 and this will no longer be supported by Microsoft. To run Windows 11 requires newer PCs, and we may also need to replace the issue desk PCs (if LCC doesn't). In total this could mean a purchase of 7 new machines at approximately £1k each. We expect to fund this from Section 106 grants.

Our gas and electricity contracts have been fixed for several years but these will expire and we will need new ones this year, and expect to pay extra for them, leading to a rise in expenditure of perhaps £2k pa. We expect a gentle increase in revenue of about £2K so reserves should be unchanged at around £110K

2026-27 : No overall changes expected

2027-28 : No overall changes expected

2028-29 : No overall changes expected

9 Conclusions

- We have very nearly full bookings of the Family Room, benefitting the local community
- The library operation is running smoothly and finances are healthy into the future.
- We have an excellent team of volunteers with very low staff turnover.
- The fabric of the building is sound and well maintained, and we have no plans for any major changes

Phil Knight
Chairman, Anstey Community Library
April 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Anstey Community Library

No (if any)
1162159

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2023

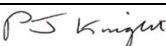
To

Period end date
31/03/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Income	18,825	-	-	18,825	16,796
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	18,825	-	-	18,825	16,796
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,825	-	-	18,825	16,796
A3 Payments					
Expenditure	20,422	-	-	20,422	12,470
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	20,422	-	-	20,422	12,470
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	20,422	-	-	20,422	12,470
Net of receipts/(payments)	- 1,597	-	-	- 1,597	4,326
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	111,020	-	-	111,020	106,694
Cash funds this year end	109,423	-	-	109,423	111,020

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	19,332	-	-
	Savings Account	90,000	-	-
	Cash Balance Account	90	-	-
	Total cash funds	109,423	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		P J Knight	01-Apr-24	