



Trustees' Annual Report for the period

Period start date

1 Oct 2020

Period end date

30 September 2021

To

Section A

Reference and administration details

Charity name

North Harrow Community Library

Other names charity is known by

NHCL

Registered charity number (if any)

1162446

Charity's principal address

17 Edward Road

North Harrow

Middx

Postcode

HA2 6QB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	K Shah	Chair		
2	B Stephenson			
3	M Keane	Treasurer		
4	S Bush		1/10/20 to 31/05/2021	
5	J Mote			
6	Susan Joy Thomas			
7	Rehan Jaffer			
8	Julie Vazquez			
9	Ramya Jegatheesan			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

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

The objects of the CIO are

- (1) to advance education of the public by the provision of a lending library service for the benefit of residents of North Harrow and the surrounding area.
- (2) to promote the benefit of the inhabitants of North Harrow and surrounding communities (the area of benefit), without distinction of age, sex, race, political, religious or other opinions, by associating when appropriate together the local authorities, voluntary organisations, local schools and inhabitants in a common effort to advance education, relieve poverty and to provide facilities, in the interests of social welfare, for education, recreation and other leisure time occupation for the inhabitants with the objects of improving their conditions of life;
- (3) such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

NHCL is a community led facility that is open to all, with the traditional library book lending and all the facilities normally available in public libraries.

Year ending 30 September 2021 would have been our second full twelve months of operation. However due to the Covid 19 pandemic we had to deal with various lockdowns. During the periods of opening between lockdowns we opened for three days 15 hours a week with very strict Covid secure measures

All our normal events and activities programme for adults and children stopped for health and safety reasons.

All activities from the Community groups who were using the library as a hub also stopped. This had a severe impact on our revenue stream.

We actively applied for funding and were lucky to be awarded grants from Harrow Giving and the National Coronavirus Business Funding Grants administered by the local authorities

The trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance that is relevant.

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

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

NHCL is wholly run by volunteers, and we have recruited from across the whole community of Harrow. We have started with 70 volunteers from across our community and of all ages.

As a result of the pandemic, we had some volunteers who were in the vulnerable group and were shielding. We actively advertised to recruit new volunteers with 55 volunteers helping to operate the library during this period.

We relied particularly heavily on our most experienced volunteers and the trustees are extremely grateful to all those who kept our services running through a very difficult year

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Over the twelve months we have managed to operate to a limited library service in Covid secure way.

Despite challenging times: -

- increased our membership.
- Managed to open the library for 15 hours a week, three days a week.
- During this time providing online access became a vital service for users.
- Retained our core group of volunteers.
- Provided support to the community and signposted people to other groups and organisation
- We took part in weekly meetings with the Local Authority and other voluntary groups to get the latest information on the pandemic.
- Created videos and posters to promote the uptake of the covid vaccine.
- Developed Online content on our YouTube Chanel.
- Ran online events on Zoom and Facebook live.
- Kept the profile of library up on social media
- Managed to secure funding.

Section E Financial review

Brief statement of the charity's policy on reserves

The trustees continually review the financial situation with the aim of ensuring that we hold at least 7 months of reserves. Fund-raising efforts will be planned to achieve this level of liquidity.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Kamal Somchand Shah

Position (eg Secretary, Chair, etc)

Chair

Date

29/06/2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

North Harrow Community Library

1162446

CC16a

Receipts and payments accounts

For the period from	Period start date 01/10/2020	To	Period end date 30/09/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	1847.00	-	-	1,847	5,806
Grants	50926.00	62,778	-	113,704	87,199
Room Rental	391.00	-	-	391	3,192
Events	0.00	-	-	-	835
Sales Products	5413.00	-	-	5,413	1,839
Other	60.00	-	-	60	-
	0.00	-	-	-	-
	0.00	-	-	-	-
Sub total (Gross income for AR)	58637.00	62,778	-	121,415	98,871
A2 Asset and investment sales, (see table).					
	0.00	-	-	-	-
	0.00	-	-	-	-
Sub total	0.00	-	-	-	-
Total receipts	58637.00	62,778	-	121,415	98,871
A3 Payments					
Rent	0.00	60,000	-	60,000	75,000
Computer Software	354.00	-	-	354	731
Repairs & Renewals & Alarm	263.00	0.00	-	263	53
Covid Sanitary Measures/Events Direct Costs		1700.00	-	1,700	2,847
Insurance	868.00	0.00	-	868	945
Printing, Postage, telephone, Internet	980.00	0.00	-	980	1,028
Covid Video		2777.74	-	2,778	-
Other expenses inc Bank Charges	75.00	0.00	-	75	84
Stationery & General Expenses	1308.00	225.00	-	1,533	35
Sub total	3848.00	64,703	-	68,551	80,723
A4 Asset and investment purchases. (see table)					
	0.00	-	-	-	-
	0.00	-	-	-	-
Sub total	0.00	-	-	-	-
Total payments	3,848	64,703	-	68,551	80,723
Net of receipts/(payments)	54789.00	- 1,925	-	52,864	18,148
A5 Transfers between funds	0.00	-	-	-	-
A6 Cash funds last year end	52644.00	1,925	-	54,569	36,421
Cash funds this year end	107433.00	-	-	107,433	54,569

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	b/fwd	52,644	1,925	-
	Cash Funds for the Year	54,789	- 1,925	-
		-	-	-
	Total cash funds	107,433	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	We have overheads payable from July 18 to Sept 20 to be recharged	49,500	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Kamal Shah	29/06/2022

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
NORTH HARROW COMMUNITY LIBRARY

**On accounts for the year
ended**

30/09/2021

**Charity no
(if any)**

1162446

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2021

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

06/06/2022

Name:

CHANDRIKA MALDE

**Relevant professional
qualification(s) or body**

ACCA

(if any):

Address:

9 HUNTERS GROVE
HARROW
HA3 9AB

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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