

HATHERN COMMUNITY LIBRARY

England & Wales · Charity number 1163357

Details

Other names HCL

Status Registered

Legal form CIO

Registered 2015-09-01

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

Contact

Address Green Hill
Hathern
Loughborough
LE12 5LF

Phone 01163053605

Email info@hatherncommunitylibrary.org

Website www.hatherncommunitylibrary.org

Activities

Objects: TO PROMOTE FOR THE BENEFIT OF THE ELECTORAL WARDS OF LOUGHBOROUGH DISHLEY AND HATHERN AND THE SURROUNDING COUNTY OF LEICESTERSHIRE THE PROVISION OF GENERAL LIBRARY SERVICES AND FACILITIES FOR EDUCATION, RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITY BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF THE SAID INHABITANTS.

Activities: The object (aim) of Hathern Community Library is to promote for the benefit of the locality the provision of general library services and facilities for education, recreation or other leisure time occupation of individuals who have need of such facility whatever their circumstances and individual needs.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Leicestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£12,427	£5,034	-	-
2024-03-31	£9,786	£4,630	-	-
2023-03-31	£7,696	£3,674	-	-
2022-03-31	£6,249	£2,523	-	-
2021-03-31	£20,266	£4,409	-	-

Trustees

Name	Role	Appointed
ANNETTE SUSANNE HARPER		2020-06-18
Alison Breacker		2021-07-22
Jane Elizabeth Sorby		2017-04-14
John Richardson Roffey		2026-05-27
Shona de Sousa		2026-05-27

HATHERN COMMUNITY LIBRARY

England & Wales - Charity number 1163357

Accounts

Hathern Community Managed Library

Annual Report

Date of transfer to community management: January 2016

Period being reviewed: April 2024 – March 2025

Date and time of annual review meeting: TBC

The requirement for an annual review is contained in the Grant Agreement Schedule 9.

The annual review meeting will take place approximate every 12 months and will be organised by the Community Managed Libraries Support Officer and will be attended by the Principal Manager (Chair) and the Support Officer (Notes)

Sections of this report relating to performance statistics have been completed by your Support Officer. Please contact them if you require assistance to complete any other elements of the report.

1.0 Executive Summary

Overview of key highlights and issues that arose in the period being reviewed to include update progress achieved against previous years' plans and evaluation of new areas of activity.

Hathern Community Library is supported by a team of dedicated volunteers that keep the library running and looking fantastic, both inside and out. Volunteers that not only work in the library and train new volunteers, but also run library events like All Join In, the reading group, book sales and help with school visits, to name just a few things.

We also have a dedicated Events Team that put a tremendous amount of effort into planning and putting on incredible events for the public. Unfortunately, we've had some attendance at a couple of events being disappointing but not through lack of advertising and effort in the event itself. This core group of people ensures that the library remains viable and an important part of the community.

Our regular, scheduled community managed library events and activities, 'Craft and Chat', 'Art Group', 'All Join In' and the 'Reading Group' that operate outside of library hours are as popular as ever and have retained very good attendance for the small space.

In terms of the library's accounts, they remain stable and steady.

2.0

2024/2025 saw a decrease in issues, new joiners and active borrowers which is disappointing but not unexpected as it follows the national trends.

2.1 Issue, new joiner, active borrower and annual visitor statistics.

	<i>Previous Year</i>	<i>*Review Year</i>	<i>Difference</i>
Issues	5746	4637	-19%
New Joiners	94	67	-29%
Active Borrowers	261	219	-16%
Annual Visitors			

* Note – due to the recent transition to a new library management system, the figure highlighted in red includes issues for February/March 2025 but excludes web renewals as they cannot be accredited to the original issuing library.

2.2 Analysis of performance

2024/2025 saw a decrease in issues, new joiners and active borrowers which is disappointing but not unexpected as it follows the national trends.

3.0 Community Managed Library Events and Activities

In the 3 tables below please provide an overview of events and activities undertaken (add rows as necessary).

3.1 Regularly scheduled events

Activity	Frequency	Average attendance per session	Average attendance per year
Craft and Chat	Weekly	10	500
Art Group	Weekly	5	250
All Join In	Fortnightly	20	500
Reading Group	Monthly	10	120

Activity	Frequency	Average attendance per session	Average attendance per year
School visit	Monthly	20	200
Total Attendance		65	1,570

3.2 One-off activities undertaken in the library

Activity	Date	Attendance
National Hedgerow Week	6-12/05/2024	Not available
Summer reading challenge	06/07/24 – 07/09/24	Not available
Lego activity	04/08/24	14
Summer reading challenge – medal ceremony	15/09/24	28
Poet tree afternoon	24/11/24	Not available
Chinese New Year – Year of the Snake	02/02/2025	26
Shakespeare Day	27/04/2025	4
Total Attendance		72

3.3 Events undertaken in the wider community

Activity	Date	Attendance
Book sale	02/03/2024	Not available
Big week book sale	01/06/24	Not available
Big week book activity day with Hathern CoE school	06/06/24	Not available
Open Gardens – HCL Fairy Garden and raffle	29-30/06/24	Not available
Long Whatton fete book sale	28/08/24	Not available
HYC scarecrow festival	04-05/10/24	Not available
Christmas tree festival	06-08/12/2024	Not available

Activity	Date	Attendance
Total Attendance		

4.0 Summer Reading Challenge (SRC)

The theme for the Summer Reading Challenge in 2024 was Marvellous Makers. Nationally, 581,301 children participated. In Leicestershire 7,154 children took part in their local library with over 185,000 books being issued over the summer holiday

	Starters	Finishers	% Finishers	Trend
<i>Review Year</i>	33	23	70%	
<i>Previous Year</i>	31	31	100%	

5.0 Volunteers

Number of volunteers	Number of new volunteers	Number of volunteers Leaving in year
39	6	5

6.0 Library User and Volunteer Feedback

6.1

Library User and Volunteer Comments

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6.2

Library User and Volunteer Complaints

7.0 Financial Viability and Sustainability

Summary overview of finances including as appendices:

- 7.1 Annual profit/loss accounts
- 7.2 Funding position including summary of grant applications and outcomes
- 7.3 Capital investment plans where applicable
- 7.4 5 year financial projection

8.0 Progress Update on Current Plans and Future Plans for Development

Outline of future development plans including services to be provided and income generation.

Plan	Action Required	Progress	Risks
Library extension	Dependent on the S106 grant	Started the community consultation with an online survey and a paper survey requesting people to comment on the plans for the extension	New application for planning permission Increase in building costs Insufficient funds to cover the work

8.1 Future Training Requirements

9.0 Additional Information

Please use this section for any additional information you wish to provide.

10.0 Documentation Review

As part of the annual review process the Support Officer will review the following documents. These can be submitted electronically alongside your report or hard copies can be reviewed at the annual review meeting.

10.1 Insurance

Reviewed

10.2 Risk Log

Reviewed

10.3 Policies reviewed:

Safeguarding Children

Safeguarding Adults

Health and Safety

Trustee Conflict of Interest

Data Protection

Volunteer Management

Complaints Procedure

Equality and Diversity

Financial Management and Control

Library User Complaints and
Compliments

HATHERN COMMUNITY LIBRARY

BALANCE SHEET - as at March 31st 2025

Details	£ p
<u>CURRENT ASSETS</u>	
Bank - Current Account	7576.44 \
Paypal Account	317.37 \
United Trust 180 Day Notice Account	<u>65000.00</u> \
	<u>72893.81</u> ~
<u>Sundry Debtors</u>	
	<u>72893.81</u> ~
<u>Less Current Liabilities</u>	
- Paypal advance ticket sales	692.00 \
	<u>72201.81</u> ~
Represented by:	
ACCUMULATED FUND	
- Balance brought forward	25183.93
- Paypal balance b/f	190.38
- United Trust Bank	40000.00 /
- Plus excess of income over expenditure	6827.50
	72201.81 ~

Treasure's Certification:

I hereby certify that the balance sheet and the Income and Expenditure Account are in accordance with the records for the year ended 31st March 2025.

Signed HCL Treasurer and Trustee

J E Sorby

Dated 5 May 2025

Auditor's Certification:

I have examined the balance Sheet, the Income and Expenditure Account and supporting notes for the year ended 31st March 2025 and these are in accordance with the records and information available to me.

Signed Honorary Auditor

M J Garton CPFA

Dated 6 May 2025

HATHERN COMMUNITY LIBRARY

BALANCE SHEET – as at March 31st 2025

Details	£ p
<u>CURRENT ASSETS</u>	
Bank – Current Account	7576.44 \
Paypal Account	317.37 \
United Trust 180 Day Notice Account	<u>65000.00</u> \
	<u>72893.81</u> ~
<u>Sundry Debtors</u>	
	<u>72893.81</u> ~
<u>Less Current Liabilities</u>	
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Signed..........Honorary Auditor

M J Garton CPFA

Dated 5 May 2025

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for year ended 31st March 2025

<u>BANK ACCOUNT</u>	2023/24	2024/25
<u>INCOME</u>		
Grants	1500.00	4800.00
Donations	155.02	68.04
Fundraising	6283.83	4930.60
Library charges	347.30	237.80
Savings Account interest		2390.14
TOTAL	8286.15	12426.58 \
Sundry Debtors		
HPC Grant 23/24	1500.00	
TOTAL	9786.15	12426.58 \
<u>EXPENDITURE</u>		
Fixed costs	1961.90	2576.17
Capital expenditure	64.99	244.95 \
Fundraising costs	1660.07	767.00 \
Miscellaneous	216.43	546.01
Property services	<u>726.82</u>	<u>737.60</u> \
	4630.21.	4871.73
Sundry Creditors	- <u>162.34</u>	+162.34 \
TOTAL	4467.87	5034.07 \
United Trust Bank transfer		<u>25000.00</u> \
		30034.07
Excess of income over expenditure - Bank	5155.94	(17607.49)
- Paypal	<u>(1240.32)</u>	(565.01)
	3915.62	(18172.50)

1163357

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.24 to 31.3.25

BANK ACCOUNT

<u>Receipts</u>	23/24	24/25
<i>Opening balance</i>	61365.65	25183.93
<u>Grants</u>		
Hathern Parish Council	<u>1500.00</u>	4500.00
Loughborough University		<u>300.00</u>
	1500.00	4800.00
<u>Donations</u>		
Other donations	155.02	68.04
Library charges	<u>347.30</u>	<u>237.80</u>
	502.32	305.84
<u>Fundraising</u>		
Lottery	4080.79	3175.94
Charnwood Lottery	84.00	68.50
Hathern Parish Council leaflet distribution	600.00	450.00
Groups	765.33	716.00
Room Hire	267.50	24.00
Other events	<u>486.21</u>	<u>496.16</u>
	<u>6283.83</u>	<u>4930.60</u>
	8286.15	10036.44
<u>Other income</u>		
<u>Sundry debtors</u>		
HPC Grant	1500.00	
Savings Account Interest		2390.14
Total Receipts	9786.15	12426.58

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.24 to 31.3.25

BANK ACCOUNT

<i>Expenditure</i>	<i>23/24</i>	<i>24/25</i>
I.T.	132.00	132.00
Insurance	469.56	528.54
Water Plus	282.73	264.70
Southern Electricity	984.11	1572.06
LCC Services	<u>93.50</u>	<u>78.87</u>
	1961.90	2576.17
 <i>Capital expenditure</i>	 64.99	 244.95
 <i>Fundraising/promotional costs</i>		
Lottery licence	20.00	
Lottery payments	1360.79	767.00
Promotional costs	<u>279.28</u>	
	1660.07	767.00
 <i>Other expenses</i>		
Consumables	53.81	346.55
Garden	27.00	
Miscellaneous	135.62	199.46
Property	<u>726.82</u>	<u>737.60</u>
	943.25	1283.61
	4630.21	4871.73
 <i>Sundry creditors</i>		
Charitable donation (cheque no 100479)	150.00	
LCC Waste (cheque no 100480)	<u>12.34</u>	
	162.34	
Unpaid cheques 23/24		162.34
 <i>Bank Transfers</i>		
United Trust		25000.00
 Total Payments	 <u>4467.87</u>	 30034.07
 Excess of receipts over payments	 5155.94.	 (17607.49)
 <i>Closing balance</i>	 25183.93	 7576.44

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for Year ended 31st March 2025

PAYPAL ACCOUNT

	2023/24	2024/25
<u>INCOME</u>		
<u>Opening Balance</u>	386.70	190.38
Lottery tickets	3880.00	3765.00
	3880.00	3765.00
<u>Less Current Liabilities</u>		
Sundry Creditors (advance ticket sales)	<u>1044.00</u>	<u>692.00</u>
<u>Sundry Debtors</u>	2836.00	3073.00
<u>EXPENDITURE</u>		
Fees	12.80	16.69
Winnings	1829.00	1938.00
Transfers to Bank Account	2100.00	1500.00
I.T	<u>134.52</u>	163.32
Lottery Licence		<u>20.00</u>
	4076.32	3638.01
Excess of Income over Expenditure	(1240.32)	(565.01)
Monies credited to 2023/24	1044.00	692.00
Less Sundry Debtors		
Balance carried forward	<u>386.70</u>	<u>190.38</u>
Paypal Statement	190.38	317.37

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.24 to 31.3.25

UNITED TRUST 180 DAY NOTICE ACCOUNT

Opening balance		40000.00
16/4/24	Bank Transfer	20000.00
15/11/25	Bank Transfer	5000.00
Closing balance		65000.00

HATHERN COMMUNITY LIBRARY

England & Wales - Charity number 1163357

Accounts

Hathern Community Library Annual Report 2023 – 2024



Charitable Incorporated Organisation
Registration Number 1163357

Green Hill
Hathern
Leicestershire
LE12 5LG

<http://www.hatherncommunitylibrary.org>

This annual report relates to the financial operating period of Hathern Community Library
01/04/2023 to 31/03/2024

Objectives

The object (aim) of Hathern Community Library (HCL) is to promote, for the benefit of the electoral wards of Loughborough, Dishley, Hathern and the surrounding County of Leicestershire, the provision of general library services and facilities for education, recreation or other leisure time occupation of individuals who have need of such facility by reason of youth, age, infirmity or disablement, financial hardship, or social and economic circumstances, or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Structure, Governance, and Management

HCL is a registered charity with a constitution. It is a Charitable Incorporated Organisation, whose constitution makes provision for a minimum of four and maximum of eight trustees. Over the course of the current accounting period, it had the following trustees, with up to two vacancies:

- Nadine Underwood - Chair
- Vacancy - Secretary
- Jane Sorby - Treasurer
- Annette Harper
- Alison Breacker
- Emma Ward

The Trustees represent the strategic element of the charity and meet regularly throughout the year, keeping on top of the management, oversight and running of the library facility. A team of 37 committed volunteers work hard to provide the day-to-day operations for the library services.

HCL has a membership of 54 people who have voting rights at the Annual General Meeting, or any other General Meeting.

The library operates in partnership with, and is supported by, Leicestershire County Council (LCC). As a condition of our agreement with LCC, we are required to use their book stock. LCC is also responsible for the IT services at the library. However, we no longer receive any financial support from LCC.

HCL is also supported by Hathern Parish Council, for which we are very grateful.



Achievements

The following section demonstrates some of the library's achievements during this reporting period.

2023/2024 saw an increase in the number of joiners and active borrowers for the library, which is very encouraging as it shows the library remains viable and an important part of the community. However, surprisingly, it shows a decrease in the number of issues.

In terms of the library's accounts, they remain stable and steady, and so fundraising has been secondary to hosting events that raise awareness of the library and local community and promote goodwill.

The library is supported by a strong Events Team and a committed team of volunteers that manage and host some wonderful and varied events in the library, and also across the wider community.

Scheduled Activities

Regular, scheduled activities at HCL are well supported and help promote the library. These include:

- Craft and Chat
- All Join In
- Art Group
- Reading Group
- School visit
- Hathern Community Library Lottery



Other Library Activities

Other activities that HCL support and promote, include:

- Chinese Lunar New Year Event
- Long Whatton Brownie Visit
- Community talks – ‘The joys and sorrows of litter picking in Hathern’, ‘A Glimpse into the Past’ and ‘Heart Health’
- Mini sports challenge
- Summer Reading Challenge and medal ceremony
- National Doodle Day
- National Darwin Day
- HCL annual birthday party with £150 raised that was donated to The Falcon Centre in Loughborough and a large collection of donations that went to Shepshed Food Bank



Events in the Wider Community

HCL supports a wide range of events to promote community involvement and the library, these include:

- Coronation street party
- Scarecrow festival
- Hathern Big Week
- Hathern bonfire
- Hathern Open Gardens
- Village seed swap
- Christmas tree festival



Performance

The aims of HCL have always been in keeping with our motto of ‘Small Library, Big Ideas.’ While many of the achievements previously noted focus on the wonderful additional events and services the members and volunteers offer to the community of Hathern, it is also important to deliver the primary service – “the provision of general library services and facilities for education, recreation, or other leisure time occupation for the public at large.”

Comparison of Key Metrics

The results of this reporting year, when compared to performance data from the previous year (shown in the table below), demonstrate that HCL is steadily growing and reassuringly shows a steady trend of regular library use.



Metric	Review Year	Previous Year	Difference
Issues	5746	6290	-9%
New Joiners	119	95	+25%
Active Borrowers	261	249	+5%

When we inspect the data in more detail (as below), we can see that whilst active borrowing and the total number of issues has increased on average, we are seeing a reassuringly steady trend of regular library use.

People

Membership

HCL is a charity and as a charity, membership is open to anyone who is interested in supporting the library and furthering its purpose as set out in the constitution. As a member, you have the right to vote on resolutions at General Meetings and at the Annual General Meeting.

Currently, this membership stands at 54.

Trustees

The Trustees' role is to ensure that HCL meets its constitutional aims and financial practice of a charity.

Currently, there are six Trustees. Emma Ward and Jane Sorby will stand down at the AGM. Jane will stand for re-election until the end of the calendar year. Jim Hutson is standing for election.

We'd like to thank them for their continued support and contributions over the years.

Volunteers

HCL is brilliantly supported by 37 volunteers. Their contributions are invaluable and without them we couldn't operate- thank you.

Treasurer's Report

Please see the appendix for the Treasurer's report, audited accounts, and HCL budget 2024. The Trustees would like to thank Mick Garton for once again auditing the accounts.

Signed on behalf of Hathern Community Library:

Nadine Underwood

Date 09/05/2023

Chair of HCL Trustees

Jane Sorby

Date 09/05/2023

HCL Treasurer

Appendix

Treasurer's Report and Accounts for the financial year ending March 31st 2024

We are now back in the position of monitoring our performance against a 'like for like' year, without the knock-on effects of Covid and I am happy to report that all looks well!

As usual, our audited accounts have been circulated along with your invitation to our AGM and if any questions have arisen which I don't answer this evening, please feel free to put them to me at the end of this report.

The financial year has seen an increase in our overall cash balance of over £5,500 (£3,545). Whilst this more than covers the increasing expenditure we are still very grateful for the annual HPC grant that supports us in our efforts to remain a vibrant part of village life.

We have drawn up a reserves policy which will be reassessed annually according to our finances and needs. This has meant that a significant portion of our funds (£60,000) has been deposited in a 180-day savings account that currently pays 5.5%. We expect to be able to leave that money, or more, on deposit until the end of 2025, when most, if not all will be required to build, furnish, and equip the long-awaited extension. A minimum of one year's running costs will remain on instant access.

The majority of our expenses are met through fundraising activities. Much of the fundraising income is running at an optimum level and we are unlikely to increase it in the couple of years ahead. This includes general donations, charges, magazine distribution, lottery tickets and group meetings. This year we have pushed the lottery membership close to capacity, due to the incredible generosity and loyalty of longstanding members, new joiners and even ex residents. We have raised more this year through room hire than ever before and whilst this stream of income has now ceased, we are hopeful that we will have much to offer in future, with additional space and more immediately, an AV system of our own, funded by a down payment of \$106 funds.

Expenses have inevitably risen, but we have been helped enormously by a fixed price contract for electricity, which has seen us through the huge price rises of the last 2 years. However, this fix expires on 30th September 2024 and our anticipated costs, based on the existing annual usage, will rise by 50%, or around £600. Without wishing anyone to be cold, I would urge everyone to think carefully about heat use over the winter, as electricity will now be our largest expense by far.

As usual, I will close by thanking all those, whether volunteers, trustees, lottery members, borrowers or simply supporters, for all they have done to keep Hathern Library thriving - and lastly Mick Garton for auditing our reports year again!

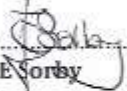
HCL Audited Accounts 2023 - 2028

**HATHERN COMMUNITY LIBRARY
BALANCE SHEET – as at March 31st 2024**

Details	£ p
<u>CURRENT ASSETS</u>	
Bank – Current Account	25183.93 -
Paypal Account	190.38 -
United Trust 180 Day Notice Account	40000.00 -
	<u>65374.31</u>
<u>Sundry Debtors</u>	
IPC Grant	1500.00
	<u>66874.31</u>
<u>Less Current Liabilities</u>	
- Paypal advance ticket sales	1044.00
- Uncashed cheques	162.34
	<u>65667.97</u>
Represented by:	
<u>ACCUMULATED FUND</u>	
- Balance brought forward	61365.65 -
- Paypal balance b/f	386.70
- Cash balance b/f	0.00
- Plus excess of income over expenditure	3915.62
	<u>65667.97</u>

Treasurer's Certification:

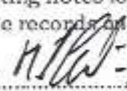
I hereby certify that the balance sheet and the Income and Expenditure Account are in accordance with the records for the year ended 31st March 2024.

Signed  HCL Treasurer and Trustee
J E Forby

Dated 8 April 2024

Auditor's Certification:

I have examined the balance Sheet, the Income and Expenditure Account and supporting notes for the year ended 31st March 2024 and these are in accordance with the records and information available to me. 4

Signed  Honorary Auditor
M J Garton CPEA

Dated 8 April 2024

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.23 to 31.3.24

UNITED TRUST 180 DAY NOTICE ACCOUNT

Receipts

2023/24

Bank Transfer

40000.00

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for year ended 31st March 2024

<u>BANK ACCOUNT</u>	2023/24	2022/23
<u>INCOME</u>		
Grants	1500.00	3000.00
Donations	155.02	121.30
Fundraising	6283.83	4224.31
Library charges	347.30	337.96
Transfer from petty cash		12.27
TOTAL	8286.15	7695.84
Sundry Debtors		
HPC Grant 23/24	1500.00	
TOTAL	9786.15	7695.84
<u>EXPENDITURE</u>		
Fixed costs	1961.90	2180.20
Capital expenditure	64.99	0.00
Fundraising costs	1660.07	329.00
Miscellaneous	216.43	211.49
Property services	<u>726.82</u>	927.96
	4630.21	
Transfer to Paypal (IT April - June)		25.20
Sundry Creditors	<u>162.34</u>	
TOTAL	4467.87	3673.85
Excess of income over expenditure		
- Bank	5155.94	4021.99
- Cash	0.00	(12.27)
- Paypal	<u>(1240.32)</u>	<u>(1177.06)</u>
	3915.62	2832.66

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.23 to 31.3.24

BANK ACCOUNT

<u>Receipts</u>	23/24	22/23
<i>Opening balance</i>	61365.65	57343.76
<u>Grants</u>		
Hathern Parish Council	<u>1500.00</u>	<u>3000.00</u>
	1500.00	3000.00
<u>Donations</u>		
Other donations	155.02	121.30
Library charges	<u>347.30</u>	<u>337.96</u>
	502.32	459.26
<u>Fundraising</u>		
Lottery	4080.79	2482.00
Charnwood Lottery	84.00	81.00
Hathern Parish Council leaflet distribution	600.00	450.00
Groups	765.33	735.60
Room Hire	267.50	50.00
Sponsored Walk	0.00	109.37
Other events	<u>486.21</u>	<u>316.34</u>
	6283.83	4224.31
	8286.15	7683.57
<u>Other income</u>		
<u>Sundry debtors</u>		
HPC Grant	1500.00	
Transfer from petty cash		12.27
Total Receipts	9786.15	7695.84

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.23 to 31.3.24

BANK ACCOUNT

<u><i>Payments</i></u>	<i>23/24</i>	<i>22/23</i>
<u><i>Fixed costs</i></u>		
I.T.	132.00	271.32
Insurance	469.56	453.38
Water Plus	282.73	238.50
Southern Electricity	984.11	1074.65
LCC Services	<u>93.50</u>	<u>142.35</u>
	1961.90	2180.20
<u><i>Capital expenditure</i></u>	64.99	0.00
<u><i>Fundraising/promotional costs</i></u>		
Lottery licence	20.00	20.00
Lottery payments	1360.79	309.00
Promotional costs	<u>279.28</u>	<u>0.00</u>
	1660.07	329.00
<u><i>Other expenses</i></u>		
Consumables	53.81	77.27
Garden	27.00	27.50
Miscellaneous	135.62	88.02
Property	<u>726.82</u>	<u>927.96</u>
	<u>943.25</u>	1139.45
	4630.21	
<u><i>Sundry creditors</i></u>		
Charitable donation (cheque no 100479)	150.00	
LCC Waste (cheque no 100480)	<u>12.34</u>	
	162.34	
Paypal account		25.20
Total Payments	<u>4467.87</u>	<u>3673.95</u>
Excess of receipts over payments	5155.94	4021.89
Closing balance	25183.93	61365.65

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for Year ended 31st March 2024

PAYPAL ACCOUNT

	2023/24	2022/23
<u>INCOME</u>		
<i>Opening Balance</i>	<i>386.70</i>	<i>167.76</i>
Lottery tickets	3880.00	3952.00
Sundry debtor		
	3880.00	3952.00
<u>Less Current Liabilities</u>	<u>1044.00</u>	<u>1396.00</u>
Sundry Creditors (advance ticket sales)	2836.00	2556.00
<u>Sundry Debtors</u>		
Ziffit Book Sales		16.45
Paypal Charity Fund		18.06
I.T. Paid April - June 23		<u>25.20</u>
		2615.71
<u>EXPENDITURE</u>		
Fees	12.80	10.77
Winnings	1829.00	2282.00
Transfers to Bank Account	2100.00	<u>1500.00</u>
I.T	<u>134.52</u>	
	4076.32	3792.77
Excess of Income over Expenditure	(1240.32)	(1177.06)
Monies credited to 2023/24	1044.00	1396.00
Less Sundry Debtors		
Balance carried forward	<u>386.70</u>	<u>167.96</u>
Paypal Statement	190.38	386.70

HCL Budget 2023 - 2028

	22/23	23/24	24/25	25/26	26/27	27/28	28/29
	Actual	Actual	Budget	Budget	Budget	Budget	
INCOME							
GRANTS							
LCC				0	0	0	0
CBC			0	0	0	0	0
HPC	3000	3000	3000	0	0	0	0
S106			1100	14000	14000	2500	0
Total	3000	3000	4100	14000	14000	2500	0
FUNDRAISING							
Grant Applications	0	0	0	10000	5000	5000	0
Donations	121	155	200	500	800	800	500
Charges	338	347	350	350	350	350	400
Lottery	2540	2822	2900	2900	2900	2900	2900
Other	1742	2203	2500	2500	2500	3000	2500
Total	4741	5527	5950	16250	11550	12050	6300
TOTAL INCOME	7741	8527	10050	30250	25550	14550	6300
EXPENDITURE							
IT	271	132	150	500	320	2500	400
Insurance	453	470	530	590	800	880	1000
Water	238	283	300	330	400	450	500
Electricity	1075	984	1280	1650	1650	2500	2500
LCC Services	142	94	100	110	120	140	150
Maintenance	928	727	1000	1000	1500	1500	1000
Capital Expenditure	0	65	1500	250	75000	15000	0
Fundraising costs	20	299	50	100	100	200	200
Professional Fees	0	0	0	500			
Consumables	211	216	250	300	400	500	500
TOTAL EXPENDITURE	3338	3270	5160	5330	80290	23670	6250
Y/E Balance	4403	5257	4890	24920	-54740	-9120	50
TOTAL RESERVES	60356	65613	70503	95423	40683	31563	31613

HATHERN COMMUNITY LIBRARY

England & Wales - Charity number 1163357

Accounts

Hathern Community Library Annual Report 2022 – 2023



Charitable Incorporated Organisation
Registration Number 1163357

Green Hill
Hathern
Leicestershire
LE12 5LG

<http://www.hatherncommunitylibrary.org>

This annual report relates to the financial operating period of Hathern Community Library
01/04/2022 to 31/03/2023

Objectives

The object (aim) of Hathern Community Library (HCL) is to promote, for the benefit of the electoral wards of Loughborough, Dishley, Hathern and the surrounding County of Leicestershire, the provision of general library services and facilities for education, recreation or other leisure time occupation of individuals who have need of such facility by reason of youth, age, infirmity or disablement, financial hardship, or social and economic circumstances, or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Structure, Governance, and Management

HCL is a registered charity with a constitution. It is a Charitable Incorporated Organisation, whose constitution makes provision for a minimum of four and maximum of eight trustees. Over the course of the current accounting period, it had the following trustees, with up to two vacancies:

- Nadine Underwood - Chair
- Jon Smith-Moorhouse - Secretary
- Jane Sorby - Treasurer
- Annette Harper
- Alison Breacker
- Emma Ward

The Trustees represent the strategic element of the charity and meet regularly throughout the year, keeping on top of the management, oversight and running of the library facility. A team of 32 committed volunteers work hard to provide the day-to-day operations for the library services.

HCL now has a membership of 54 people who have voting rights at the Annual General Meeting, or any other General Meeting.

The library operates in partnership with, and is supported by, Leicestershire County Council (LCC). As a condition of our agreement with LCC, we are required to use their book stock. LCC is also responsible for the IT services at the library and has supported us financially on a reducing scale during our early years. However, financial support from LCC has now ended.

HCL is also supported by Hathern Parish Council, for which we are very grateful.



Achievements

The following section demonstrates some of the library's achievements during this reporting period. Of course, the main achievement is that the library has remained operational and met all its service obligations under the Support Agreement with LCC, and reporting and working obligations with Hathern Parish Council and the Charity Commission.

It's also worth noting that the library has been issued with a new energy performance certificate in response to the changes that have been implemented, including new heating, doors and windows, and insulating the roof. The energy performance has gone from an F to C.

Scheduled Activities

Regular, scheduled activities at HCL are well supported and help promote the library. These include:

- Craft and Chat
- All Join In
- Art Group
- Reading Group
- Hathern Community Library Lottery



Other Library Activities

Other activities that HCL support and promote, include:

- Summer Reading Challenge
- HCL 7th Birthday Party with all donations being made to the Shephed Food Bank
- Chinese New Year
- Talks and room hire for craft events – including workshops for making Christmas decorations, needle felting, sari fabric flowers and a journal book making workshop
- School and Brownie visits



A Volunteer Social and Engagement Session was held that was attended by over 50% library volunteers, with further events scheduled. A great deal of useful feedback was obtained from this session with some actions having been completed and others are still being followed up



Events in the Wider Community

HCL supports a wide range of events to promote community involvement and the library, these include:

- Scarecrow Festival and Craft Trail - HCL contributed with a scarecrow made by the Summer Reading Challenge Gadgeteers displayed in front of the library
- Hathern Big Week - HCL contributed with various activities running throughout the week and on the day; including 70 Stories, Seriously Silly Stories, All Join In and Story Corner
- Wicked Hathern Festival - HCL contributed with running soft drinks stall throughout the weekend
- Hathern Bonfire – HCL contributed with running soft drinks stall
- Hathern Daisy Bank Engagement – promotion of the library and recruitment of new members
- Hathern Open Gardens
- Decorations / planting for the Jubilee
- Village seed swap
- Tree planting at Avederne Woods

Performance

The aims of HCL have always been in keeping with our motto of 'Small Library, Big Ideas.' Coming out of the pandemic, the objectives were simply to get things back on an even keel first, and then look to return to growth from a stable baseline.

While many of the achievements previously noted focus on the wonderful additional events and services the members and volunteers offer to the community of Hathern, it is also important to deliver the primary service – “the provision of general library services and facilities for education, recreation, or other leisure time occupation for the public at large.”

Comparison of Key Metrics

The results of FY22-23 when compared to performance data from FY21-22 (as shown in the table below), demonstrate that HCL is once again growing steadily, with increasing numbers of borrowers and book issues, and a growing library membership.

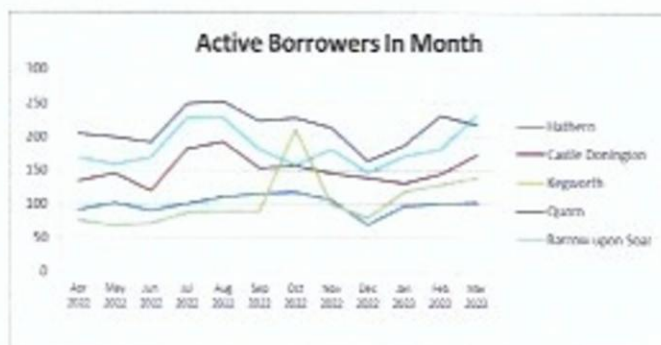
Metric	FY21-22		FY22-23		Delta
	Monthly Average	Annual	Monthly Average	Annual	
Active Borrowers	92	1,108	101	1,209	+9%
Average Issues	517	6,200	524	6,290	+1%
New Members	6	74	8	95	+30%

When we inspect the data in more detail (as below), we can see that whilst active borrowing and the total number of issues has increased on average, we are seeing a reassuringly steady trend of regular library use.



It is clear that the number of new library members is up as a result of significant efforts in June and September 2022. This can be attributed to events at the Big Week and the Daisy Bank pop-up event.

We can also measure ourselves against other local libraries (see below). While HCL is the smallest of all the surrounding libraries, we continue to perform well and show a much steadier trend of issues and active borrowers with less seasonal fluctuations.



People

Membership

HCL is a charity and as a charity, membership is open to anyone who is interested in supporting the library and furthering its purpose as set out in the constitution. As a member, you have the right to vote on resolutions at General Meetings and at the Annual General Meeting.

Currently, this membership stands at 54.

Trustees

The Trustees role is to ensure that HCL meets its constitutional aims and financial practice of a charity. The next big activity that is currently being undertaken by the Trustees is the review and update of the Strategic Plan.

Currently, there are six Trustees, with Jon Smith-Moorhouse as Secretary stepping down. We would like to thank Jon for all his hard work and dedicated to the post over the past years. In line with the constitution, Jane Sorby will stand down but will stand for re-election at the AGM

Volunteers

HCL is brilliantly supported by 32 volunteers, including four Trustees, who help with the library stock and display, organising events, advertising and social media, and communications with LCC, not forgetting those who turn up for their shift on a regular basis. Their contributions are invaluable and without them we couldn't operate- thank you.

The activities that were part of the Volunteer Coordinator's role have now been reallocated to a number of volunteers. We'd also like to thank the volunteers who have taken on the additional responsibilities and activities which were once part of the Volunteer Coordinator role.

The greatest risk that the library faces is not having enough volunteers to keep the library operational. Whilst we are pleased to say that we have been able to recruit new volunteers through advertising in local publications, social media, and word of mouth, we have also naturally lost volunteers. The ongoing recruitment of volunteers and Trustees is currently challenging.

Treasurer's Report

March 31 2023 marks our return to reporting a normal year of activities (and hence accounts), since lockdown in March 2020 and as such, it makes sense to compare our performance with that of 2019/20. So where relevant, reference is made to pre-pandemic numbers.

Our overall balance has increased by £3545 over the last year. This effectively means that without the generous continuation of the Service Level Agreement (SLA) with Hathern Parish Council we would be self-sufficient - but only just.

Income

Apart from the SLA, our greatest contribution to funds come from the Community Library Lottery. This is a regular and largely predictable sum coming from a small core of around 50 supporting members.

Other areas of fundraising in order of importance are Groups (Group and Craft and Art Group). Since 2019/20, the groups have formalised their contributions and this proved to be a welcome, reliable source of funds, together with the delivery of the Hathern Herald.

As use of the library increases, so too does our income from small but cumulatively meaningful cash payments in the form of charges and donations. Although up by 67% on last year, these are now less than half of pre-pandemic levels and still only represent 10% of our total fund-raising - 16% in pre pandemic times. Total receipts for 2022/23, excluding the lottery, were £5213, £1554 up on last year and £4300 down from 2020. The deficit 2020 - 2023 is represented by the sponsored walk (£1665), grants (£1100), donations (£840) and other general fundraising (£695).

Expenditure

Our major, largely predictable costs are our fixed costs, under which are utilities, insurance and IT. Any significant variations between years are usually short lived and explainable. Although it may seem electricity costs are the same as 2020 (a good thing), this is due to the replacement of storage heaters and fans with thermostatic, timed electric panels and an overhead fan. Also, HCL is now signed up to a supply contract that has protected us from the huge increases most people have suffered. When this fixed price energy contract ends in 2024, there could be a significant increase in running costs for the library. This brings into sharp focus that we need to be conscious of our energy usage.

Our total fixed costs rose by almost £500 over last year, but have significantly reduced since 2020, due in most part to our withdrawal from an arrangement with LCC that supplied contracts such as alarm monitoring, that we felt able to perform ourselves. With a reduction in events and fundraising comes a reduction in promotional expenses, so all other costs have been small scale expenses except for some minor investment in the building itself - exterior lighting, outside tap, key safe, etc. We have been fortunate enough to have been able to apply for contingency funds through LCC for much of our capital expenses and have benefitted, not just from the new heaters, but a much-improved skylight, a new roof, completely new guttering and two new side windows.

Our total expenditure this year, again excluding lottery payments, was £3365, an increase of 56% (£1200) over last year. The increase is down solely to electricity and property improvements. Whilst some 'savings' are to be welcomed, we look forward to investing more into the library in the fullness of time.

HCL Library Lottery

The lottery account is worth a paragraph to itself, as it is such an important source of income. The PayPal account is largely dedicated to receipts and payments for tickets and winnings, although some transactions go through the bank if the member doesn't have a PayPal account. The great thing about the lottery is that the only limiting factors are commitment and enthusiasm and we have been blessed with both since its inception in 2017. It costs us £20 a year for a licence from Charnwood; tickets are £2 each with £1 going to the library and £1 going into the winner's pot. Based on the bonus ball, there are 59 tickets available a week, making a potential income of £3068. A proportion of members pay in advance - some up to a year, so the annual receipts don't necessarily reflect this number - however, last year we paid £2647 in winnings.

HCL would like to thank you Martin Clayton for running the lottery until January this year and Jane Sorby for taking it over.

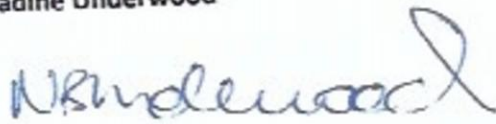
Accounts

Please see attached audited accounts. The Trustees would like to thank Mick Garton for once again auditing the accounts.

Signed on behalf of Hathern Community Library:

Nadine Underwood

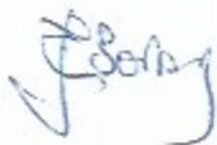
Date 09/05/2023



Chair of HCL Trustees

Jane Sorby

Date 09/05/2023



HCL Treasurer

HATHERN COMMUNITY LIBRARY
BALANCE SHEET - as at March 31st 2023

Details	£ p
<u>CURRENT ASSETS</u>	
Bank - Current Account	61365.65
Paypal Account	386.70
Cash Float	<u>0.00</u>
	61752.35
<u>Sundry Debtors</u>	
Adjustment	<u>0.10</u>
	61752.45
<u>Less Current Liabilities</u>	
- Paypal advance ticket sales	<u>1396.00</u>
	60356.45
Represented by:	
<u>ACCUMULATED FUND</u>	
- Balance brought forward	57343.76
- Paypal balance b/f	167.76
- Cash balance b/f	12.27
- Plus excess of income over expenditure	2832.66
	60356.45

Treasure's Certification:

I hereby certify that the balance sheet and the Income and Expenditure Account are in accordance with the records for the year ended 31st March 2023.

Signed  HCL Treasurer and Trustee
J E Sorby

Dated 18th April 2023

Auditor's Certification:

I have examined the balance Sheet, the Income and Expenditure Account and supporting notes for the year ended 31st March 2023 and these are in accordance with the records and information available to me.

Signed  Honorary Auditor
M J Garton CPFA

Dated 18th April 2023

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for year ended 31st March 2023

<u>BANK ACCOUNT</u>	2021/22	2022/23
<u>INCOME</u>		
Grants	1934.00	3000.00
Donations	73.49	121.30
Fundraising	4041.43	4224.31
Library charges	200.49	337.96
Transfer from petty cash		12.27
TOTAL	6249.41	7695.84
<u>Sundry Creditors</u>		
<u>Sundry Debtors</u>		
<u>Less Current Liabilities</u>		
TOTAL	6249.41	7695.84
<u>EXPENDITURE</u>		
Fixed costs	1698.36	2180.20
Capital expenditure	0.00	0.00
Fundraising costs	417.44	329.00
Miscellaneous	369.45	211.49
Property services	38.22	927.96
Transfer to Paypal (IT April - June)		25.20
TOTAL	2523.47	3673.85
Excess of income over expenditure - Bank	3725.94	4021.99
- Cash	0.00	(12.27)
- Paypal	(620.18)	(1177.06)
	<u>3105.76</u>	<u>2832.66</u>

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.22 to 31.3.23

BANK ACCOUNT

<u>Receipts</u>	21/22	22/23
<i>Opening balance</i>	53617.82	57343.76
 <u>Grants</u>		
Leicestershire County Council	1434.00	0.00
Hathern Parish Council	<u>1500.00</u>	<u>3000.00</u>
	1934.00	3000.00
 <u>Donations</u>		
Other donations	73.49	121.30
Library charges	<u>200.49</u>	<u>337.96</u>
	273.98	459.26
 <u>Fundraising</u>		
Lottery	2590.00	2482.00
Charnwood Lottery	185.50	81.00
Hathern Parish Council leaflet distribution	450.00	450.00
Groups	512.21	735.60
Room Hire	0.00	50.00
Sponsored Walk	0.00	109.37
Other events	<u>303.72</u>	<u>316.34</u>
	4041.43	4224.31
 <u>Other income</u>		
Transfer from petty cash		12.27
 Total Receipts	 6249.41	 7695.84

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.22 to 31.3.23

BANK ACCOUNT

<u>Payments</u>	21/22	22/23
<u>Fixed costs</u>		
I.T.	132.00	271.32
Insurance	440.27	453.38
Water Plus	221.33	238.50
Southern Electricity	830.02	1074.65
LCC Services	<u>74.74</u>	<u>142.35</u>
	1698.36	2180.20
<u>Capital expenditure</u>		
	0.00	0.00
<u>Fundraising/promotional costs</u>		
Lottery licence	20.00	20.00
Lottery payments	365.00	309.00
Promotional costs	<u>32.44</u>	<u>0.00</u>
	417.44	329.00
<u>Other expenses</u>		
Consumables	17.99	77.27
Garden	27.50	46.20
Miscellaneous	323.96	88.02
Property	<u>38.22</u>	<u>927.96</u>
	407.67	1139.45
<u>Sundry creditors</u>		
Paypal account		25.20
Payments	<u>2523.47</u>	<u>3673.95</u>
Excess of receipts over payments	3725.94	4021.89
Closing balance	57343.76	61365.75

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.22 to 31.3.23

CASH ACCOUNT

	£
<i>Cash balance</i>	12.27
Receipts	00.00
Payments	12.27
Transfer to bank	
<u>Excess of receipts over payments</u>	(12.27)

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for Year ended 31st March 2022

PAYPAL ACCOUNT

	2021/22	2022/23
<u>INCOME</u>		
<u>Opening Balance</u>	75.94	167.76
Lottery tickets	4142.00	3952.00
Sundry debtor	104.24	
	4246.24	3952.00
<u>Less Current Liabilities</u>	<u>712.00</u>	<u>1396.00</u>
Sundry Creditors (advance ticket sales)	3534.24	2556.00
<u>Sundry Debtors</u>		
Ziffit Book Sales		16.45
Paypal Charity Fund		18.06
I.T. Paid April - June 23		<u>25.20</u>
		2615.71
<u>EXPENDITURE</u>		
Fees	14.30	10.77
Winnings	2220.00	2282.00
Transfers to Bank Account	1800.00	<u>1500.00</u>
I.T	<u>120.12</u>	
	4154.42	3792.77
Excess of Income over Expenditure	(620.18)	(1177.06)
Monies credited to 2022/23	712.00	1396.00
Less Sundry Debtors		
Balance carried forward	<u>75.94</u>	<u>167.96</u>
Paypal Statement	167.76	386.70

HATHERN COMMUNITY LIBRARY

England & Wales - Charity number 1163357

Accounts

HATHERN COMMUNITY LIBRARY

ANNUAL REPORT 2021 - 2022

Charitable Incorporated Organisation
Registration Number 1163357

Green Hill
Hathern
Leicestershire
LE12 5LG

<http://www.hatherncommunitylibrary.org>

This annual report relates to the sixth
financial operating period of Hathern
Community Library 01/04/2021 -
31/03/2022



Objectives and Activities

The object (aim) of Hathern Community Library (HCL) is to promote, for the benefit of the electoral wards of Loughborough, Dishley, Hathern and the surrounding County of Leicestershire, the provision of general library services and facilities for education, recreation or other leisure time occupation of individuals who have need of such facility by reason of youth, age, infirmity or disablement, financial hardship, or social and economic circumstances, or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Structure, Governance, and Management

HCL is a registered charity with a Constitution. It is a Charitable Incorporated Organisation, whose constitution makes provision for a minimum of 4 and maximum of 8 trustees. Over the course of the current accounting period it had the following trustees, with up to 3 vacancies:

- Jon Smith-Moorhouse, Secretary
- Jane Sorby, Treasurer
- Annette Harper
- Alison Breacker
- Emma Ward

After its fifth year of operating, (March 2021), 2 trustees retired from office and 2 new trustees were elected at the 2021 Annual General Meeting. One third must retire annually in rotation.

The trustees represent the strategic element of the charity, keeping on top of the management, oversight and running of the library facility. A 34 strong team of volunteers then provide the day to day operations or 'front-of-house' for the library services.

HCL now has a membership of 54 people (up from 31) who have voting rights at the Annual General Meeting, or any other General Meeting. The Library operates in partnership with, and is supported by, Leicestershire County Council (LCC). As a condition of our agreement with LCC, we are required to use their book stock. LCC is also responsible for the IT services at the Library, and in addition has supported us both financially and in kind on a reducing scale during our early years. Financial support from LCC ended at the end of this financial period.

In 2019 HCL renewed its Partnership Agreement with Hathern Parish Council (HPC) from April 1st 2019 for a further 3 years. This agreement ended at the end of this accounting period and we are



**Signing of the Renewed Partnership with
Hathern Parish Council in March 2022**

glad to report that an agreement for a 3 year renewal was signed at our birthday celebrations in March 2022. We very much appreciate the support received from HPC as part of the Service Level Agreement between the two parties.

Achievements

Having soldiered through one full year of pandemic restrictions, we were hopeful by the summer that things would 'go back to normal'. Unfortunately with the resurgence of the virus and the emergence of the Omicron strain, this was not to be and we operated under a stop-start regime, unable to make plans for fundraising events. 2021/22 proved to be an extension of 2020/21. Without the benefit of a Charnwood COVID grant, it was very much a period of 'making ends meet'.

After a lengthy wait, the flat roof, guttering and fascia boards were all completely replaced in February. We are satisfied that the fabric of the building is currently in a good state of repair.

The Summer Reading Challenge had 32 children sign up, with 19 completing (59%). COVID restrictions prevented us from promoting in the school. The theme was Wild World heroes in partnership with WWF, a nature themed challenge to inspire children to stand up for the planet. This year we had a medal ceremony to celebrate the achievement of those who completed the challenge, which we intend to repeat.

During **Hathern Big Week 'Lite'** HCL took the opportunity to re-engage with the community and promote our existence and services as well as manning the second hand book stall for 2 days in the marquee, which raised a considerable proportion of our annual donations. As usual, we used the occasion to sign people up for library membership!

Foundation Group, group visits from the school, recommenced fortnightly and we welcomed some new younger members, who, we hope, will remain lifelong library users.

A **Trustee's Induction** course was held for new Trustees, to familiarise them with helping within the Library when needed.

HCL contributed to the **Christmas Tree Festival** with a 'Hungry Caterpillar' themed tree.



The HCL Hungry Caterpillar Christmas Tree at the Christmas Tree Festival

In February a face to face **Reunion party** was thrown for volunteers at Hathern Club, with the aim of getting everyone back together and introducing new volunteers. The event was well attended and enjoyed by all, with a presentation to Andy Branch (retiring Chair) and Gill Rockett, who resigned as Volunteers' Co-ordinator. Gill's contribution to the library from its inception has been a remarkable story of dedication and loyalty and the Trustees would like to record how much her work has been appreciated.

In March our annual event, a **Birthday party** was held, with games, cakes and coffee and a book stall. Trustees unanimously agreed to make an exception and announced that all funds raised would go to the Ukrainian appeal. The fantastic sum of £432 was duly donated. The event hosted the signing of the SLA agreement with HPC for a further 3 years.

March also saw HCL host a **talk** on Nanotechnology, to fit with the theme of Science Week. This was so popular it had to be held in Hathern Club.

Performance



Loughborough Mayor and Deputy Mayor join Parish Councillors at the HCL Birthday Party in March 2022

Despite the substantial difficulties of offering a service throughout the second year of a pandemic we have been able to continue our growth in membership. 74 new library users has been a tremendous success in these trying times. We loaned a total of 5,964 books during the year with 92 people actively borrowing books, making an average of 497 book loans per month and a total of 1,975 visits made to the library itself.

Clearly the library performance figures were up significantly on last year, simply by being able to be open again, with annual active borrowers up from 128 in 20-21 to 219 in 21-22

'Craft and Chat', Art group, Reading Group, and All Join In returned to their established weekly and fortnightly meetings and have made a welcome contribution to our running costs.

Links with De Lisle school have been maintained and whilst started a 6 month placement for the Duke of Edinburgh Bronze Award, whereby we have a student volunteer on Saturdays during term time, for a period of 6 months.

Financial Sustainability

The current balance is £ 56,811.79, a net improvement over the year of £3,927.52. Grants from Leicestershire County Council ceased completely at the end of March 2022. Hathern Parish Council continued to support the library with a £3,000 grant for the third year of a 3 year agreement.

Our main fundraising activities were the delivery of the Hathern Herald on behalf of HPC, Charnwood Lottery, (whereby ticket buyers nominate the library for a share of the proceeds) and most significantly, as always, our own lottery, which continues to be even more successful than ever, raising £2,750 as a result of encouraging more annual subscriptions.

The reopening of the Library in the last quarter of the financial year was a period in which we chose to re-engage with the community, members, and volunteers in a way that welcomed people back, and thanked them, without fundraising being the 'raison d'être'. The birthday party was therefore used to raised funds for DEC Ukrainian Appeal charity, whilst the volunteers' reunion and the Science Week talk were both free of charge to volunteers and the community respectively. We would like to continue to offer occasional events for the community as long as it remains financially viable to do so.

The significant S106 grant that we intend to use to fund an extension to the library is currently on hold. This grant is linked to the completion, and sale of, a percentage of the houses on the new Gardendon Estate. The uncertainty around when this work would start, which we can now see it has, and the level of completion required to unlock the S106 grant funding has meant that we have been unable to apply for grants that may cushion the impact of building costs on our finances, or help pay to equip the space. However the improvement in our financial position in 2020/21 and our ability to raise enough funds in 2021/22 to cover our operating expenses has enabled us to maintain the level of funds needed as a safety net when the work is eventually commissioned and we hope to apply for relevant grants when they arise.

People

Membership

Following the birthday party held at HCL on March 12th, a number of new members were enrolled into the HCL charity, taking the membership up from 31 to 54. A special thanks to Annette Harper for her efforts in encouraging new membership into the library.

Volunteers

Perhaps our biggest challenge with regard to volunteer management was the resignation of Gill Rockett, from the role of Volunteers' Co-ordinator. Gill has been on board since the inception of a Community Library and her in depth knowledge of the role has led her to take on a proliferation of duties, which could not be replaced by any single individual. Gill remains on hand as a volunteer at the library, and has helped the trustees to split out the various functions of the Volunteer Co-ordinator role and reallocate them amongst a number of willing volunteers and we are very grateful to them for stepping up to the tasks.

Despite the challenges of the past 12 months we have been able to retain our volunteer group and currently have a team of 34 volunteers, including Trustees, who cover regular shifts to staff and promote the library, welcoming and helping customers, and carrying out a wide range of tasks and procedures to keep the library going. Some volunteers excused themselves whilst the pandemic was still in the community, but returned when they felt safe to do so. We are indebted to the loyalty and enthusiasm of all our volunteers.

Little progress has been made in expanding the roles of our volunteers to manage the more formal side of running a charity. However, Gill's retirement has taught us that by redesigning and delegating roles in more bite sized elements, more volunteers have stepped up to help with broader activities.

Trustees

Trustees' meetings have been more difficult to arrange regularly for many reasons, practical and personal. Two of our Trustees were new on board at the beginning of the financial year and there were obvious initial difficulties in getting them up and running, which are now resolved. The Trustees are brilliantly supported by a number of volunteers who help with running the library stock and display, organising events, advertising and social media, and communications with LCC, not forgetting those who turn up for their rota on a regular basis, rain or shine! Their contributions have helped enormously.

Financial Review

The principal sources of revenue to the charity are as follows:

Grants and allocated external funding £1,934.00 (20/21 £16,182)

The anticipated reduction in funding was mitigated in 2020/21 by a £10,000 pandemic grant through Charnwood Borough Council, whilst timing issues of grants from LCC and HPC and a successful small grant application inflated our figures in 20/21. However our grants in 21/22 were half those of the pre-pandemic year of 19/20.

Fundraising £4,041.43 (20/21 £4,04.50)

Fundraising was impacted heavily, achieving a broadly similar figure to last year, with sums raised being down by 70% on pre-pandemic numbers. Again, the lottery was the biggest proportion of funds raised and our thanks go to Martin Clayton for relentlessly pushing it on social media and very nearly maximising ticket sales. Income from groups (Art and Craft & Chat) which we totally lost last year added a welcome £500 to our revenue growth. Events were predictably limited but we made small steps forward and raised £300 - against nothing last year!

Donations £273.98 (19/20 £79.80)

The reduction in income from donations and library charges is self-explanatory, since most of this money is realised within the library, or through library based events. Overdue library fines were suspended by LCC throughout the closures. Again, this is a small fraction of what we would expect in better times and we anticipate that pre-pandemic levels will be hard to achieve quickly, given the level of inflation and the cost of living crisis.

The audited accounts are appended to this report as Appendix 1. Our thanks go to Mick Garton for his time.

The Charity Trustees have given due consideration to the major risks to which the charity is exposed and satisfied themselves that procedures are established in order to manage said risks.

The property is held on a 10 year lease from LCC from 25.01.16 at a peppercorn rent. We are assured by LCC that the lease will renew on a rolling basis.

-Signed on behalf of Hathern Community Library:

Jon Smith-Moorhouse

Date 20/08/2022

Secretary



Jane Sorby

Date 20/08/2022

Treasurer



HATHERN COMMUNITY LIBRARY
BALANCE SHEET - as at March 31st 2022

Details	2020/21	2021/22
<u>CURRENT ASSETS</u>		
Bank - Current Account	53617.82	57343.76
Paypal Account	75.94	167.76
Cash Float	<u>12.27</u>	<u>12.27</u>
	53706.03	57523.79
<u>Sundry Debtors</u>		
Bank transfer to Paypal	<u>104.24</u>	
	53810.27	57523.79
<u>Less Current Liabilities</u>		
Sundry Creditors -		
Lottery	<u>926.00</u>	<u>712.00</u>
	52884.27	56811.79
Represented by:		
ACCUMULATED FUND		
- Balance brought forward	37526.48	53617.82
- Paypal balance b/f	285.04	75.94
- Cash balance b/f	12.27	12.27
- Plus excess of income over expenditure	15060.48	3105.76
	52884.27	56811.79

Treasure's Certification:

I hereby certify that the balance sheet and the Income and Expenditure Account are in accordance with the records for the year ended 31st March 2022.

Signed  HCL Treasurer and Trustee

J E Sorby

Dated 5th May 2022

Auditor's Certification:

I have examined the balance Sheet, the Income and Expenditure Account and supporting notes for the year ended 31st March 2022 and these are in accordance with the records and information available to me.

Signed  Honorary Auditor

M J Garton CPFA

Dated 5th May 2022

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for year ended 31st March 2022

<u>BANK ACCOUNT</u>	2020/21	21/22
<u>INCOME</u>		
Grants	16182.00	1934.00
Donations	52.48	73.49
Fundraising	4004.50	4041.43
Library charges	27.32	200.49
TOTAL	20266.30	6249.41
<u>Sundry Creditors</u>		
<u>Sundry Debtors</u>	234.00	
<u>Less Current Liabilities</u>		
TOTAL	20500.30	6249.41
<u>EXPENDITURE</u>		
Fixed costs	1679.33	1698.36
Capital expenditure	970.15	0.00
Planning costs	462.00	0.00
Fundraising costs	649.00	417.44
Miscellaneous	648.48	369.45
Property services		38.22
TOTAL	4408.96	2523.47
Excess of income over expenditure - Bank	16091.34	3725.94
- Cash	0.00	0.00
- Paypal	<u>(1030.86)</u>	<u>(620.18)</u>
	15060.48	3105.76

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.21 to 31.3.22

Bank Account

<i>Receipts</i>	<i>20/21</i>	<i>21/22</i>
<i>Opening balance</i>	37526.48	53617.82
<u>Grants</u>		
Leicestershire County Council	1182.00	434.00
Charnwood Borough Council	10000.00	0.00
Hathern Parish Council	4500.00	1500.00
Hathern Parish Council funded projects	0.00	0.00
Council Member's Grant	<u>500.00</u>	<u>0.00</u>
	16182.00	1934.00
<u>Donations</u>		
Hathern Open Gardens	0.00	0.00
Other donations	52.48	73.49
Library charges	<u>27.32</u>	<u>200.49</u>
	79.80	273.98
<u>Fundraising</u>		
Lottery	3495.00	2590.00
Charnwood Lottery	189.50	185.50
Hathern Village Association	0.00	0.00
Hathern Parish Council leaflet distribution	300.00	450.00
Groups	<u>20.00</u>	512.21
Room Hire		0.00
Sponsored Walk		0.00
Other events		<u>303.72</u>
	4004.50	4041.43
<u>Other income</u>		
Sundry debtor	234.00	
Receipts	20500.30	6249.41

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.21 to 31.3.22

<i>Payments</i>	<i>20/21</i>	<i>21/22</i>
<u>Fixed costs</u>		
I.T.	256.24	132.00
Insurance	422.81	440.27
Water Plus	139.01	221.33
Southern Electricity	788.13	830.02
LCC Services	<u>73.14</u>	<u>74.74</u>
	1679.33	1698.36
<u>Planning costs</u>		
CBC Application	<u>462.00</u>	<u>0.00</u>
	462.00	0.00
<u>Capital expenditure</u>		
	970.15	0.00
<u>Fundraising/promotional costs</u>		
Lottery licence	20.00	20.00
Lottery payments	629.00	365.00
Promotional costs	<u>0.00</u>	<u>32.44</u>
	649.00	417.44
<u>Other expenses</u>		
Consumables	111.98	17.99
Garden	38.50	27.50
Miscellaneous	82.00	323.96
Property	<u>416.00</u>	<u>38.22</u>
	648.48	407.67
Payments	<u>4408.96</u>	<u>2523.47</u>
<u>Grants credited to 2021/22:</u>		
Hathern Parish Council	£1500.00	
<u>Sundry debtors</u>		
Excess of receipts over payments	16091.34	3725.94
Bank statement	53617.82	57343.76
<u>Uncashed cheques:</u>		

HATHERN COMMUNITY LIBRARY
RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.21 to 31.3.22

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 01.04.21 TO 31.3.22

Cash Account

	£
<i>Cash balance</i>	<i>12.27</i>
<i>Receipts</i>	<i>00.00</i>
<i>Payments</i>	<i>00.00</i>
<u>Excess of receipts over payments</u>	<u>00.00</u>

HATHERN COMMUNITY LIBRARY

Income and Expenditure Account for Year ended 31st March 2022

PAYPAL ACCOUNT

	2020/21	2021/22
<u>INCOME</u>		
<u>Opening Balance</u>	285.04	75.94
Lottery tickets	<u>3813.05</u>	4142.00
Sundry debtor (IT)		104.24
	3813.05	4246.24
<u>Less Current Liabilities</u>	<u>926.00</u>	<u>712.00</u>
Sundry Creditors (advance ticket sales)	2887.05	3534.24
Sundry Debtors (IT)	<u>104.24</u>	
	2991.29	3534.24
<u>EXPENDITURE</u>		
Fees	28.51	14.30
Winnings	1781.00	2220.00
Transfers to Bank Account	2100.00	1800.00
I.T	<u>112.64</u>	<u>120.12</u>
	4022.15	4154.42
Excess of Income over Expenditure	(1030.86)	(620.18)
Monies credited to 2022/23	926.00	712.00
Less Sundry Debtors	104.24	
Balance carried forward	<u>285.04</u>	<u>75.94</u>
Paypal Statement	75.94	167.76

HATHERN COMMUNITY LIBRARY

England & Wales - Charity number 1163357

Accounts

Hathern Community Library

Charitable Incorporated Organisation
Registration Number 1163357

Green Hill
Hathern
Leicestershire
LE12 5LG

<http://www.hatherncommunitylibrary.org>

This annual report report relates to the fifth financial operating period of Hathern Community Library 01/04/20 - 31/03/21

Objectives and activities

The object (aim) of Hathern Community Library is to promote, for the benefit of the electoral wards of Loughborough, Dishley, Hathern and the surrounding County of Leicestershire, the provision of general library services and facilities for education, recreation or other leisure time occupation of individuals who have need of such facility by reason of youth, age, infirmity or disablement, financial hardship or social and economic circumstances, or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

Structure, governance and management

Hathern Community Library is a registered charity with a Constitution. It is a Charitable Incorporated Organisation, whose constitution makes provision for a minimum of 4 and maximum of 8 trustees. Over the course of the current accounting period it had the following trustees, with up to 3 vacancies:

Andy Branch, Chairperson
Jon Smith-Moorhouse, Secretary
Jane Sorby, Treasurer
Annette Harper
Bill Leivers (resigned December 2020)
Bill Pritchard
John Martin

After its fourth year of operating, (March 2020), 1 trustee retired from office and 3 new trustees were elected at the 2020 Annual General Meeting. One third must retire annually in rotation. Bill Pritchard is retiring in 2021, with Bill Leivers having retired to move to Dorset. We would like to thank both Jan and Bill for their invaluable support since the Library was launched.

Hathern Community Library has a membership of 31 people who have voting rights at the Annual General Meeting, or any other General Meeting.

Hathern Community Library operates in partnership with, and is supported by, Leicestershire County Council (LCC). As a condition of our agreement with LCC, we are required to use their book stock. LCC is also responsible for the IT services at the Library, and in addition have supported us both financially and in kind on a reducing scale during our early years.

In 2019 Hathern Community Library renewed its Partnership Agreement with Hathern Parish Council from April 1 2020 for a further 3 years. We very much appreciate the support received from HPC as part of the Service Level Agreement between the two parties.

Achievements

Since Friday 20th March 2020 we have followed guidance issued by Leicestershire County Council in compliance with government regulations regarding Covid 19. After the second lockdown in January 2021 we offered a well received Click and Collect service, whereby borrowers could request books to be chosen by volunteers and collected on a pre- arranged basis. All educational and recreational groups were discontinued and all events, whether in conjunction with HVA or independently organised, were suspended, as were plans to establish room hire and visits by the Police Community Support Officer. To all intents and purposes, the library has been closed for the full year, with only short bursts of opening for socially distanced borrowing and returning books.

Plans to extend the building to the rear were submitted to LCC and granted planning permission in January 2020. Early tenders have been submitted but until the S106 monies contributing to the build are made available the project remains on hold. We are however, pleased to have been able to use the closure to update the heating and lighting which has significantly improved the experience for both visitors and volunteers, as well as to replace 2 side windows in the kitchen and toilet. We have also arranged with LCC to renew our flat roof and guttering, at a date yet to be decided.

An application to Charnwood Borough Council for a £500 Member's Grant through Keith Harris was successful and, topped up from our own resources, funded new shelving and display racks, necessitated by the relocation of the radiators.

Performance

Despite the substantial difficulties of offering a service throughout a pandemic we have been able to continue our growth in membership, primarily, although not exclusively, through our established links with Hathern Primary School. 49 new joiners has been a tremendous success in these trying times. Although established groups have not been able to continue to meet in person, the 'Craft and Chat' group had a number of virtual 'Zoom' get-togethers and our Volunteer Co-ordinator, Gill Rocket, organised regular volunteer coffee mornings.

Links with De Lisle school have been maintained and whilst we were unable to facilitate a placement for the Duke of Edinburgh Bronze Award, we have offered and agreed a placement for the year ahead.

The Summer Reading Challenge was moved online and we have no breakdown specific to HCL.

Financial Sustainability

The current balance is £52,884.27. The trustees had agreed to find a savings account for money allocated to the extension build. However, low interest rates and difficulty of access offered no real economic advantage and to date all funds remain in one account. Grants from Leicestershire County Council continued to reduce year on year, but through Charnwood Borough Council we were granted a one-off pandemic grant of £10,000. This has cushioned us significantly against the losses suffered through lack of fundraising opportunities, donations and library charges. It is an encouraging indication of our sustainability that even without grants, our income covered our costs, although our operating costs fell by 30%.

Hathern Parish Council continued to support the library with a £3,000 grant for the second year of a 3 year agreement.

Our only fundraising activities were the delivery of the Hathern Herald on behalf of HPC, Charnwood Lottery, (whereby ticket buyers nominate the library for a share of the proceeds) and most significantly, as always, our own lottery, which continues to be even more successful than ever.

The uncertainty of the timing of commencement of works at Garendon Estate has meant that we have been unable to apply for grants that may cushion the impact of building costs on our finances, or helped pay to equip the space. However the improvement in our financial position in 2020/21 has given us more of a safety net when the work is eventually commissioned.,

People

Volunteers

Despite the challenges of the past 12 months we have been able to retain our volunteer group and currently have a team of 29 volunteers, who cover regular shifts to staff and promote the library, welcoming and helping customers and carrying out a wide range of tasks and procedures to keep the library going.

2 volunteers left in the course of the year and 4 have joined. Some volunteers have excused themselves whilst the pandemic is still in the community, but will return when they feel safe to do so. Training has obviously not taken place, but Gill Rocket has continued to update Trustees and organise regular Zoom meetings. We are always indebted to the loyalty and enthusiasm of all our volunteers, but even more so this year, in such unusual and difficult circumstances - screens, open doors, hand sanitiser, face masks and book quarantine to name a few!

Little progress has been made in expanding the roles of our volunteers to support broader activities and manage the more formal side of running a charity. It remains a challenge in terms of operating sustainability to recruit volunteers for non- library service activities, including events, promotion and maintenance.

Trustees

Trustees met regularly via Zoom to agree any changes to protocol due to Covid throughout the year. The 5 year strategic plan was updated. We gained 3 new trustees, but induction to their roles was limited and we look forward to realigning roles and responsibilities once face to face meetings can resume. We also look forward to recruiting more Trustees in the course of this AGM.

Financial Review

The principal sources of revenue to the charity are as follows:

Grants and allocated external funding £16,182.00 (19/20 £4,101.50)

The anticipated reduction in funding was mitigated by a £10,000 pandemic grant through Charnwood Borough Council, whilst timing issues of grants from LCC and HPC and a successful small grant application inflated our figures against 2019/20.

Fundraising £4,004.50 (19/20 £6,840.25)

Fundraising was impacted heavily, although year on year figures compare relatively favourably, since HVA were unable to offer funds last year as well as this. We have, for obvious reasons, been unable to undertake or support any extra events. Thanks are due to Martin Clayton for taking over the lottery from Bill Leivers and doing a sterling job in drumming up extra supporters and persuading them into a long term investment by forward selling tickets. The lottery has achieved a 20% uplift through this push on paying annually - £2750 vs £2286.

Donations £79.80 (19/20 £1,297.28)

The reduction in income from donations and library charges is self explanatory, since most of this money is realised within the library, or through library based events. Overdue library fines were suspended by LCC throughout the year.

The audited accounts are appended to this report as Appendix 1. Our thanks go to Mick Garton for his time.

The Charity Trustees have given due consideration to the major risks to which the charity is exposed and satisfied themselves that procedures are established in order to manage said risks.

The property is held on a 10 year lease from LCC from 25.01.16 at a peppercorn rent. We are assured by LCC that the lease will renew on a rolling basis.

Signed on behalf of Hathern Community Library:

Andy Branch
Chairman

Date

Jon Smith-Moorhouse
Secretary

Date

