

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales · Charity number 1163997

Details

Other names BCLA

Status Registered

Legal form CIO

Registered 2015-10-15

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

Contact

Address Bottesford Community Library
Old Primary School
Grantham Road
Bottesford
Nottingham
NG13 0DF

Phone 01949842696

Email bottesfordcommunitylibrary@outlook.com

Website www.bottesfordcommunitylibrary.org.uk

Activities

Objects: A.THE ADVANCEMENT OF EDUCATION FOR THE PUBLIC BENEFIT IN BOTTESFORD IN LEICESTERSHIRE AND THE SURROUNDING COMMUNITIES BY THE PROVISION OF A VOLUNTEER RUN LENDING LIBRARY AND OTHER FACILITIES FOR EDUCATION.B.TO FURTHER OR BENEFIT THE RESIDENTS OF BOTTESFORD IN LEICESTERSHIRE AND THE SURROUNDING COMMUNITIES, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS IN PARTICULAR, BY:I.PROVIDING COMMUNITY EDUCATION AND TRAINING.II.ENCOURAGING AND PROMOTING LEARNING AS A LEISURE ACTIVITY AND FOR PERSONAL DEVELOPMENT.III.PROVISION OF INFORMATION MEDIA SUCH AS THE INTERNET AND AN INFORMATION CENTRE.IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER:TO ESTABLISH A COMMUNITY LIBRARY AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A LIBRARY FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: Provide public library services at Bottesford, Leicestershire, as part of the county Community Library Network.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** The General Public/mankind

Geography

- Leicestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,944	£6,349	-	-
2024-03-31	£3,528	£7,399	-	-
2023-03-31	£3,140	£8,409	-	-
2022-03-31	£2,633	£3,692	-	-
2021-03-31	£4,662	£4,605	-	-

Trustees

Name	Role	Appointed
Anne Elisabeth Daly		2015-10-26
Dr Neil James Fortey		2019-11-26
Maureen Smith		2019-11-26
Roberta Jane Bennett		2017-10-04

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales - Charity number 1163997

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2024		31	March	2025

Section A Reference and administration details

Charity name **Bottesford Community Library Association**

Other names charity is known by

Registered charity number (if any) 1163997

Charity's principal address The Old School

Grantham Road

Bottesford

Postcode **NG130DF**

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	Anne Daly	Treasurer	15.10.15 to ongoing	
2	Jane Bennett		4.10.17 to ongoing	
3	Maureen Smith		8.10.19 to ongoing	
6	Neil Fortey		8.10.19 to ongoing	
7	Annette Tweedie		1.11.21 to ongoing	
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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, signed on 15 October 2015
How the charity is constituted (eg. trust, association, company)	Charitable Incorporate Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected by the members at the Annual General Meeting and serve a three-year term, or at any time a new charity trustee may be appointed, provided that the limit of 12 will not be exceeded as a result.

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.

Trustees receive advice regarding aspects of their work from Voluntary Action Leicestershire, which provides support and guidance on a range of issues.

The constitution states that the Bottesford Parish Council can provide a trustee for the charity but it did not do so during this period.

The charity has policies and procedures to guide its work, which include:

- Safeguarding children and vulnerable adults.
- Health and Safety.
- Trustees Conflict of Interest policy (where appropriate for the organisation).
- Data Protection.
- Volunteer Management policies, including recruitment, complaints/disputes and expenses.
- Finance (including Asset Register).
- Risk Management.
- Library User Complaints and Compliments.

Trustees consider major risks as part of the Strategic Planning process and contribute to monitor risks and update the risk register on an annual basis.

The Trustees hold regular Volunteers' Meetings and an Annual General Meeting.

The library uses the Three-Rings secure volunteer management system to maintain a confidential online register of volunteers solely for the purpose of management and communication of library business.

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

The objectives of the CIO are —

- a. The advancement of education for the public benefit in Bottesford in Leicestershire and the surrounding communities by the provision of a volunteer-run lending library and other facilities for education.
- b. To further or benefit the residents of Bottesford in Leicestershire and the surrounding communities, without distinction of sex, sexual orientation, race, or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents in particular, by —
 - i. providing community education and training;
 - ii. encouraging and promoting learning as a leisure activity and for personal development;
 - iii. providing information media, such as the internet, and an information centre.

In furtherance of these objectives, but not otherwise, the trustees shall have power to establish a community library and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a library for activities promoted by the charity in furtherance of the above objectives.

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

The library continues to offer services which were provided prior to the it becoming a charitable Community Library managed by trustees and volunteers. We provide a range of regular and one-off activities and events to support our charitable aims.

The library adheres to the Grant Agreement whereby it continues to provide the full range of services carried forward from when it was wholly operated by Leicestershire County Council.

The library also provides an additional popular independent lending section comprised of books purchased using its own funds supplemented by books donated by members of the public.

Poster displays created by volunteers on topical themes are regularly mounted.

We provide a comfortable space with tables and chairs which can be used by village groups for their activities, as well as a place where people can browse the books, use tablet-computers or drink a hot beverage.

We sell a wide range of donated books to raise funds to help keep the charity sustainable.

We offer a printing, photocopying, and laminating service at discounted rates and have the only public photocopier in the village.

The library provides transport and travel information as well as information on upcoming local events.

We assist the parish council by issuing clean-up bags to dog owners.

We have the only publicly accessible toilet in the village.

In planning and delivering all these activities, and during the process of drawing up our business plan, the trustees have considered and have had regard to the public benefit guidance issued by the Charity Commission.

During financial year 2024-2025 the library maintained its policy of opening four sessions per week, a total of 10 hours per week. Footfall and lending rates were stable. A poll of visitor opinions demonstrated that the library is well regarded, providing a well regarded service to the community.

**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.

The charity values the contribution made by its volunteers, including those who act as trustees and those who work at the library reception desk, and others who offer various services. The volunteers keep the library open session by session and their support ensures that we continue to provide a valuable community service. Our cohort of more than twenty active volunteers provide a good quality of service and a welcoming environment to all our readers and visitors.

We run a 'Friends of the Library' scheme, which enables residents to support the charity financially through regular donations. This provides us with valuable unrestricted funds, as well as demonstrating community support for our endeavours.

Section D Achievements and performances

Summary of the main achievements of the charity during the year

Users and volunteers benefit from measures brought in to enhance comfort and attractiveness of the premises, including installation of new central heating, double-glazed windows, de-stratification fans, new blinds, and chalkboards for shelving signage. There has been a gradual return of groups such as the library book group and WI social meetings.

The library continues to provide placements for Duke of Edinburgh students.

The library resumed its participation in the Summer Reading Challenge.

Section E Financial review

Brief statement of the charity's policy on reserves

We had built up a reserve intended to ensure continuation of the library after LCC support ended in March 2022. We anticipated maintaining the library until the building lease expires in 2027, assuming stability of the current cost of services. However, post-covid rises in utility and other costs meant that the reserve would not suffice to keep the library going until the end of the lease. We have instigated a programme to reduce our outgoings by switching to better-value utility and service providers. We are also seeking new funding support from Bottesford Parish Council and Bottesford Institute.

Details of any funds materially in deficit

None of our funds are in deficit.

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.

Since LCC financial support ceased the trustees have been in discussion with BPC and the LCC to explore ways maintain the library. Running costs are partially funded by day to day desk income supplemented from our own reserves. Rent payable to Bottesford Institute is 50% paid by LCC, the remainder provided by Bottesford Parish Council (25%) and Bottesford Institute (25%). Operating costs have been reduced by switching providers and because prices have fallen as the national financial stress has lessened. As a result, we are confident that we will remain viable up to the end of the lease on our premises in Spring 2027. After this our security of tenure is not yet confirmed pending agreement with the Bottesford Institute regarding terms and rental after this date.

Section F Other optional information

[Empty box for 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)	Anne Daly	
Full name(s)	Anne Elisabeth Daly	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	26.01.26	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Bottesford Community Library

No (if any)
1163997

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01.04.2024		31.03.2025

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	421	-	-	421	426
Library Operating Income	3,305	-	-	3,305	2,822
Misc	218	-	-	218	280
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,944	-	-	3,944	3,528
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,944	-	-	3,944	3,528
A3 Payments					
Rates and Water Rates	1,004	-	-	1,004	1,049
Building Related Expenditure	344	-	-	344	606
Energy and Phone	3,090	-	-	3,090	4,289
Travel/stationary/misc	891	-	-	891	640
It related	139	-	-	139	25
Insurance	881	-	-	881	790
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,349	-	-	6,349	7,399
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,349	-	-	6,349	7,399
Net of receipts/(payments)	- 2,405	-	-	- 2,405	- 3,871
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,649	-	-	9,649	-
Cash funds this year end	7,244	-	-	7,244	3,871

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	149	-	-
	Deposit	7,095	-	-
		-	-	-
	Total cash funds	7,244	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	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
Anne Daly	A e Daly	27/10/2025

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales - Charity number 1163997

Accounts



Trustees' Annual Report for the period

From 1st April 2023

To 31st March 2024

Charity name: **Bottesford Community Library Association**

Charity registration number: **1163997**

Objectives and Activities

	SORP reference Para 1.17	
Summary of the purposes of the charity as set out in its governing document		<p>The advancement of education for the public benefit in Bottesford in Leicestershire and the surrounding communities by the provision of a volunteer run lending library and other facilities for education.</p> <p>To further or benefit the residents of Bottesford in Leicestershire and the surrounding communities, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents in particular, by:</p> <ul style="list-style-type: none">providing community education and training; encouraging and promoting learning as a leisure activity and for personal development; provision of information media such as the internet and an information centre. <p>In furtherance of these objects but not otherwise the trustees shall have power to establish a community library and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a library for activities promoted by the charity in furtherance of the above objects.</p>
Summary of the main	Para 1.17	To maintain a public lending library service for

activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	and 1.19	the benefit of the population of Bottesford and the surrounding villages using systems and resources provided by Leicestershire County Council Library Service and in accordance with levels of service required by LCC.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning and delivering our core activities, and during the process of drawing up our business plan, the trustees have considered and have had regard to the public benefit guidance issued by the Charity Commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity has not intended to make grants to individuals of other external bodies.
Policy on social investment including program related investment	Para 1.38	Our policy is to maintain our core function of providing a public library to our community's well-being. We are unable to expand our area of activities significantly at present.
Contribution made by volunteers	Para 1.38	All activities of this charity are performed by volunteers who give their services for no financial reward.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The library continues to offer all services which were provided prior to the Library becoming a Community Library managed by Trustees and volunteers. We provide a range of regular and one-off activities and events to support our charitable aims.</p> <p>It adheres to the Grant Agreement whereby it continues to provide the full range of services carried forward from when it was wholly operated by Leicestershire County Council.</p> <p>The library also provides an additional popular independent lending section comprised of books purchased using its own funds supplemented by books donated by members of the public. Poster displays created by volunteers on topical themes are regularly mounted. We provide a</p>

		comfortable space with tables and chairs which can be used by village groups for their activities, as well as a place where people can browse the books, use tablet-computers or drink a hot beverage. We sell a wide range of donated books to raise funds to help keep the charity sustainable. We offer a printing, photocopying, and laminating service at discounted rates.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Completed
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£9 649
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We have tenure under an LCC lease with the Bottesford Institute which ends in April 2027 after which our tenure is not confirmed. Our position beyond this date is uncertain. Additionally our funds are declining each year and we are unable to fund the deficit. It is likely the only way to continuing operating is by grant funding.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Running costs are partially funded by day to day desk income including donated book sales. This is supplemented from our own reserves from funds raised before 2020. Rent payable to Bottesford Institute is 50% paid by LCC, the remainder provided by Bottesford Parish Council (25%) and Bottesford Institute (25%)
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	We have tenure under an LCC lease with the Bottesford Institute which ends in April 2027 after which our tenure is not confirmed. Our position beyond this date is uncertain.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution, signed on 15 October 2015
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporate Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are to be elected at the AGM according to the rules in our constitution. There must be a minimum of three trustees, maximum twelve. The chair of the parish council is entitled to nominate one trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Library policies are reviewed annually. New trustees have been drawn from among the experienced volunteers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The library is one of the LCC network of more than 30 Community Managed Libraries all working to the same service template.
Relationship with any related parties	Para 1.51	The library is constrained by its obligation to maintain a tightly structured operational relationship to the LCC Library Service such that its level of service replicates that formerly set by LCC professional staff.
Other		

Reference and Administrative details

Charity name	Bottesford Community Library Association
Other name the charity uses	None
Registered charity number	1163997
Charity's principal address	The Old School, Grantham Road, Bottesford NG13 0DF

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	Jane Bennett	Chair	4.10.17 to ongoing	
2	Anne Daly	Treasurer	15.10.15 to ongoing	
3	Maureen Smith		8.10.19 to ongoing	
4	Neil Fortey		8.10.19 to ongoing	
5	Annette Tweedie		1.11.21 to ongoing	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n.a.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n.a.

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Anne Daly

Full name(s)

Anne Elisabeth Daly

**Position (eg Secretary,
Chair, etc)**

Treasurer

Date

31/01/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Bottesford Community Library

116.3997

Receipts and payments accounts

CC16a

For the period
from

4/1/2023

To

3/31/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	426	-	-	426	546
Library Operating Income	2,822	-	-	2,822	2,437
Misc	280	-	-	280	157
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	3,528	-	-	3,528	3,140
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,528	-	-	3,528	3,140
A3 Payments					
Rates and Water rates	1,049	-	-	1,049	1,032
Building Related Expenses	606	-	-	606	677
Energy and Phone	4,289	-	-	4,289	5,179
Travel/Staionary and Misc	640	-	-	640	765
It related expenses	25	-	-	25	25
Insurance	790	-	-	790	731
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	7,399	-	-	7,399	8,409
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,399	-	-	7,399	8,409
Net of receipts/(payments)	- 3,871	-	-	- 3,871	- 5,269
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,520	-	-	13,520	-
Cash funds this year end	9,649	-	-	9,649	- 5,269

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	694	-	-
	Deposit	8,955	-	-
		-	-	-
	Total cash funds	9,649	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	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
Anne Daly	A E Daly	1/31/2025

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales - Charity number 1163997

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2022		31	March	2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

The Old School
Grantham Road
Bottesford
Postcode <input type="text" value="NG130DF"/>

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	Anne Daly	Treasurer	15.10.15 to ongoing	
2	Jane Bennett		4.10.17 to ongoing	
3	Maureen Smith		8.10.19 to ongoing	
6	Neil Fortey		8.10.19 to ongoing	
7	Annette Tweedie		1.11.21 to ongoing	
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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 <i>(eg. trust deed, constitution)</i>	Constitution, signed on 15 October 2015
How the charity is constituted <i>(eg. trust, association, company)</i>	Charitable Incorporate Organisation
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Trustees are elected by the members at the Annual General Meeting and serve a three-year term, or at any time a new charity trustee may be appointed, provided that the limit of 12 will not be exceeded as a result.

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.

Trustees receive advice regarding aspects of their work from Voluntary Action Leicestershire, which provides support and guidance on a range of issues.

The constitution states that the Bottesford Parish Council can provide a trustee for the charity but it did not do so during this period.

The charity has policies to guide its work which include –
Safeguarding children and vulnerable adults' policy and procedures.
Health and Safety policy and procedure.
Trustees Conflict of Interest policy (where appropriate for the organisation).
Data Protection policy and procedures.
Volunteer Management policies, including recruitment policy, complaints/disputes, and expenses policy.
Finance (including Asset Register).
Risk Management.
Library User Complaints and Compliments procedure.

Trustees consider major risks as part of the Strategic Planning process and contribute to monitor risks and update the risk register on an annual basis.

The Trustees hold regular Volunteers' Meetings and an Annual General Meeting.

The library uses the Three-Rings secure volunteer management system to maintain a confidential online register of volunteers solely for the purpose of management and communication of library business.

Section C Objectives and activities

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

The objectives of the CIO are –

- a. The advancement of education for the public benefit in Bottesford in Leicestershire and the surrounding communities by the provision of a volunteer-run lending library and other facilities for education.
- b. To further or benefit the residents of Bottesford in Leicestershire and the surrounding communities, without distinction of sex, sexual orientation, race, or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents in particular, by –
 - i. providing community education and training;
 - ii. encouraging and promoting learning as a leisure activity and for personal development;
 - iii. providing information media, such as the internet, and an information centre.

In furtherance of these objectives, but not otherwise, the trustees shall have power to establish a community library and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a library for activities promoted by the charity in furtherance of the above objectives.

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

The library continues to offer all services which were provided prior to the Library becoming a Community Library managed by Trustees and volunteers. We provide a range of regular and one-off activities and events to support our charitable aims.

The library adheres to the Grant Agreement whereby it continues to provide the full range of services carried forward from when it was wholly operated by Leicestershire County Council.

The library also provides an additional popular independent lending section comprised of books purchased using its own funds supplemented by books donated by members of the public.

Poster displays created by volunteers on topical themes are regularly mounted.

We provide a comfortable space with tables and chairs which can be used by village groups for their activities, as well as a place where people can browse the books, use tablet-computers or drink a hot beverage.

We sell a wide range of donated books to raise funds to help keep the charity sustainable.

We offer a printing, photocopying, and laminating service at heavily discounted rates.

The library provides transport and travel information as well as information on upcoming local events.

We assist the parish council by issuing clean-up bags to dog owners.

We have the only publicly accessible toilet in the village.

In planning and delivering all these activities, and during the process of drawing up our business plan, the trustees have considered and have had regard to the public benefit guidance issued by the Charity Commission.

During financial year 2022-2023 the library continued its recovery from the disruption and restrictions resulting from the Covid-19 pandemic. It was open for four sessions per week, a total of 10 hours per week. All library services were provided to near pre-pandemic levels.

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.

The charity values the contribution made by its volunteers, including those who act as trustees and those who work at the library reception desk, and others who offer various services. The volunteers keep the library open session by session and their support ensures that we continue to provide a valuable community service. Following the covid disruption, we anticipated a reduction in the number of volunteers willing to return to the library. However, new volunteers have come forward. There have been about 20 active volunteers of whom more than 12 gave up their time on a regular basis, sufficient to maintain the overall service.

We run a 'Friends of the Library' scheme, which enables residents to support the charity financially through regular donations. This provides us with valuable unrestricted funds, as well as demonstrating community support for our endeavours.

Section D Achievements and performances

Summary of the main achievements of the charity during the year

The library re-opened successfully to provide a its service for nine hours per week.

Its users and volunteers benefit from measures brought in to enhance comfort and attractiveness of the premises, including installation of new central heating, double-glazed windows, de-stratification fans, new blinds, and chalkboards for shelving signage. Post-covid, there has been a gradual return of groups using the library for a variety of purposes such as sale of donated books, the library book group and social meetings. General lending activity has also returned to pre-pandemic levels.

The library continues to provide placements for Duke of Edinburgh students.

The library resumed its participation in the Summer Reading Challenge.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have built up a reserve intended to ensure continuation of the library once the LCC operational grant support ceased in March 2022. With this reserve we anticipated maintaining the library until the current building lease expires in 2027 with modest fund raising, assuming stability of the current cost of services. However, post-covid rises in utility and other costs coupled with fall off in the library's ability to raise additional funds mean that the reserve is no longer sufficient to keep the library going until the end of the lease. The library trustees are seeking new funding support from Bottesford Parish Council and Bottesford Institute (referred to collectively as BPC below).

Details of any funds materially in deficit

Though we have begun to draw down the reserve fund, it remains sufficient to support the library during and beyond the financial year 2022-2023.

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.

Withdrawal of LCC financial support with regard to the renting of the library premises and the operational costs of providing the library service, the trustees started discussion with BPC and the LCC to explore ways to avoid closure when our reserve fund is exhausted, bearing in mind that public fund-raising would not be sufficient in itself to achieve this. An agreement was reached whereby LCC and BPC would share the cost of the rent. Discussions continue between the library and BPC regarding operational costs.

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)		
Position (eg Secretary, Chair, etc)		

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Bottesford Community Library Association

1163997

Receipts and payments accounts

CC16a

For the period
from

4/1/2022

To

3/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	546	-	-	546	566
Library Operation Income	2,437	-	-	2,437	880
Grants	-	-	-	-	1,176
Misc	157	-	-	157	11
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	3,140	-	-	3,140	2,633
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,140	-	-	3,140	2,633
A3 Payments					
Rates and Water rates	1,032	-	-	1,032	229
Building related expenses	677	-	-	677	336
Energy and phone	5,179	-	-	5,179	2,791
Travel/Statioary/misc	765	-	-	765	261
It related expenses	25	-	-	25	75
Insurance	731	-	-	731	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	8,409	-	-	8,409	3,692
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,409	-	-	8,409	3,692
Net of receipts/(payments)	- 5,269	-	-	- 5,269	- 1,059
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	18,789	-	-	18,789	-
Cash funds this year end	13,520	-	-	13,520	- 1,059

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	747	-	-
	Deposit	12,773	-	-
		-	-	-
	Total cash funds	13,520	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	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
	anne daly	anne daly	11/20/2023

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales - Charity number 1163997

Accounts



Trustees' Annual Report for the period

From
Period start date
To
Period end date

01
April
2021

31
March
2022

Section A

Reference and administration details

Charity name

Bottesford Community Library Association

Other names charity is known by

Registered charity number (if any)

1163997

Charity's principal address

The Old School

Grantham Road

Bottesford

Postcode
NG130DF

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

Anne Daly
Treasurer
15.10.15 to ongoing

2

Jane Bennett
4.10.17 to ongoing

3

Maureen Smith
8.10.19 to ongoing

6

Neil Fortey
8.10.19 to ongoing

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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)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution, signed on 15 October 2015

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporate Organisation

Trustee selection methods
(eg. appointed by, elected by)

Trustees are elected by the members at the Annual General Meeting and serve a three-year term, or at any time a new charity trustee may be appointed, provided that the limit of 12 will not be exceeded as a result.

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.

Trustees are supported in their work by Voluntary Action Leicestershire, which provides support and guidance on a range of issues.

The constitution states that the Bottesford Parish Council can provide a trustee for the charity but it did not do so during this period.

The charity has policies to guide its work which include –

Safeguarding children and vulnerable adults’ policy and procedures.

Health and Safety policy and procedure.

Trustees Conflict of Interest policy (where appropriate for the organisation).

Data Protection policy and procedures.

Volunteer Management policies, including recruitment policy, complaints/disputes, and expenses policy.

Finance (including Asset Register).

Risk Management.

Library User Complaints and Compliments procedure.

Trustees consider major risks as part of the Strategic Planning process and contribute to monitor risks and update the risk register on an annual basis.

The Trustees hold regular Volunteers’ Meetings and an Annual General Meeting.

The library uses the Three-Rings secure volunteer management system to maintain a confidential online register of volunteers solely for the purpose of management and communication of library business.

Section C Objectives and activities

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

The objectives of the CIO are –

- a. The advancement of education for the public benefit in Bottesford in Leicestershire and the surrounding communities by the provision of a volunteer-run lending library and other facilities for education.
- b. To further or benefit the residents of Bottesford in Leicestershire and the surrounding communities, without distinction of sex, sexual orientation, race, or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents in particular, by –
 - i. providing community education and training;
 - ii. encouraging and promoting learning as a leisure activity and for personal development;
 - iii. providing information media, such as the internet, and an information centre.

In furtherance of these objectives, but not otherwise, the trustees shall have power to establish a community library and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a library for activities promoted by the charity in furtherance of the above objectives.

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

The library continues to offer all services which were provided prior to the Library becoming a Community Library managed by Trustees and volunteers. We provide a range of regular and one-off activities and events to support our charitable aims.

The library adheres to the Grant Agreement whereby it continues to provide the full range of services carried forward from when it was wholly operated by Leicestershire County Council.

Poster displays created by volunteers on topical themes are regularly mounted, and the library has been gifted use of a standalone digital display unit for access to the archives of our local history group.

We provide a comfortable space with tables and chairs which can be used by village groups for their activities, as well as a place where people can browse the books, use tablet-computers or drink a hot beverage.

We sell a wide range of donated books, DVDs and CDs to raise funds to help keep the charity sustainable.

We offer a printing, photocopying, and laminating service at heavily discounted rates.

The library provides transport and travel information as well as information on upcoming local events.

We assist the parish council by issuing clean-up bags to dog owners.

We have the only publicly accessible toilet in the village.

In planning and delivering all these activities, and during the process of drawing up our business plan, the trustees have considered and have had regard to the public benefit guidance issued by the Charity Commission.

During financial year 2021-2022 the Library emerged from the national lock-down imposed during the Covid-19 pandemic. Initially this was for only two sessions per week, a total of 6 hours per week, extending to three sessions, 9 hours per week. Within this limitation, all library services were re-established and the overall service was sufficient to meet our objectives while levels of usage recovered.

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.

The charity values the contribution made by its volunteers, including those who act as trustees and those who work at the library reception desk, and others who offer various services.

The volunteers keep the library open session by session and their support ensures that we continue to provide a valuable community service. Following the lock-downs, we anticipated a reduction in the number of volunteers willing to return to the library. On re-opening, about 20 people remained registered as volunteers and of those more than 12 gave up their time on a regular basis, sufficient to provide a viable service.

We run a 'Friends of the Library' scheme, which enables residents to support the charity financially through regular donations. This provides us with valuable unrestricted funds, as well as demonstrating community support for our endeavours.

Section D

Achievements and performances

Section D

Achievements and performances

Summary of the main achievements of the charity during the year

The library re-opened successfully to provide a its service for nine hours per week, sufficient to meet recovering demand following prolonged shut-downs during the Covid-19 pandemic.

Its users and volunteers benefited from pre-Covid improvement to enhance comfort and attractiveness of the premises, including installation of new central heating, double-glazed windows, de-stratification fans, new blinds, and chalkboards for shelving signage.

The library resumed its participation in the Summer Reading Challenge.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have built up a reserve which will ensure continuation of the library once the LCC grant ceases in March 2022. With this reserve we anticipate maintaining the library until the current building lease expires in 2027 with modest fund raising, assuming stability of the current cost of services.

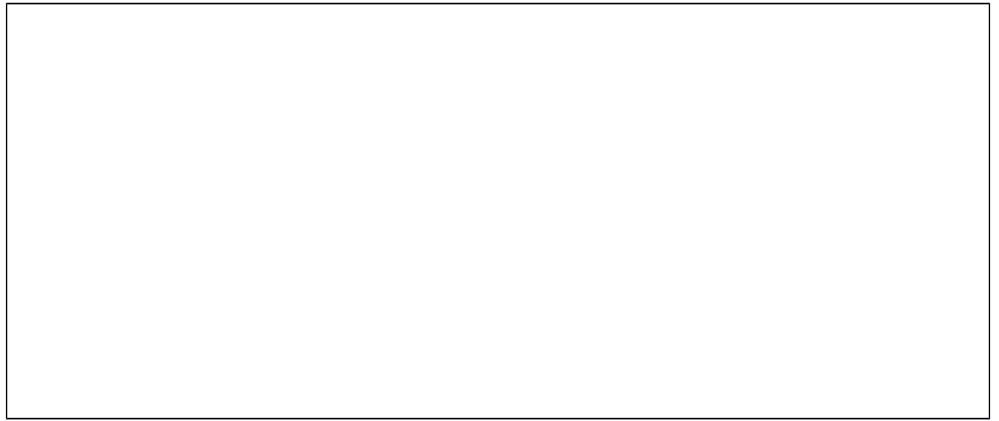
Details of any funds materially in deficit

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 G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

A e Daly

Full name(s)

Anne E Daly

Position (eg Secretary, Chair, etc)

Treasurer

15/11/2022

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Bottesford Community Library Association	No (if any)
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Receipts and payments accounts

For the period from	Period start date 4/1/2021	To	Period end date 3/31/2022
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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 £
A1 Receipts				
Donations	566	-	-	566
Library Operating Income	880	-	-	880
Grants	1,176	-	-	1,176
Misc	11	-	-	11
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	2,633	-	-	2,633
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	2,633	-	-	2,633
A3 Payments				
Insurance	-	-	-	-
rates and Water Rates	229	-	-	229
Building Related Expenses	336	-	-	336
Energy and Phone	2,791	-	-	2,791
Travel/Stationary?Misc	261	-	-	261
IT Related Expenses	75	-	-	75
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	3,692	-	-	3,692
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	3,692	-	-	3,692
Net of receipts/(payments)	- 1,059	-	-	- 1,059
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	19,848	-	-	19,848
Cash funds this year end	18,789	-	-	18,789

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Current	1,203	-
	Deposit	17,586	-
		-	-
	Total cash funds	18,789	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
A e daly	Anne Daly

CC16a



Last year

to the nearest £

566
668
3,362
66
-
-
-
-
4,662

-
-
-

4,662

1,140
171
150
2,411
733
-
-
-
-
4,605

-
-
-

4,605

57
-
-
57



Endowment funds
to nearest £

-
-
-
-

OK

Endowment funds
to nearest £

-
-
-
-
-
-

Current value (optional)

-
-
-
-
-

Current value (optional)

-
-
-
-
-
-
-
-
-

When due (optional)

Date of approval

11/14/2022

BOTTESFORD COMMUNITY LIBRARY ASSOCIATION

England & Wales - Charity number 1163997

Accounts



Trustees' Annual Report for the period

From
Period start date
To
Period end date

01
April
2020

31
March
2021

Section A

Reference and administration details

Charity name

Bottesford Community Library Association

Other names charity is known by

Registered charity number (if any)

1163997

Charity's principal address

The Old School

Grantham Road

Bottesford

Postcode
NG130DF

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

Anne Daly
Treasurer
15.10.15 to ongoing

2

Jane Bennett
Chair
4.10.17 to ongoing

3

Maureen Smith

26.11.19 to ongoing

6

Neil Fortey

26.11.19 to ongoing

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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

Trustees are supported in their work by Voluntary Action Leicestershire, which provides support and guidance on a range of issues.

The constitution states that the Bottesford Parish Council can provide a trustee for the charity but it did not do so during this period.

The charity has policies to guide its work which include –

Safeguarding children and vulnerable adults' policy and procedures.

Health and Safety policy and procedure.

Trustees Conflict of Interest policy (where appropriate for the organisation).

Data Protection policy and procedures.

Volunteer Management policies, including recruitment policy, complaints/disputes, and expenses policy.

Finance (including Asset Register).

Risk Management.

Library User Complaints and Compliments procedure.

Trustees consider major risks as part of the Strategic Planning process and contribute to monitor risks and update the risk register on an annual basis.

The Trustees hold regular Volunteers' Meetings and an Annual General Meeting.

The library uses the Three-Rings secure volunteer management system to maintain a confidential online register of volunteers solely for the purpose of management and communication of library business.

Section C Objectives and activities

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

The objectives of the CIO are –

- a. The advancement of education for the public benefit in Bottesford in Leicestershire and the surrounding communities by the provision of a volunteer-run lending library and other facilities for education.
- b. To further or benefit the residents of Bottesford in Leicestershire and the surrounding communities, without distinction of sex, sexual orientation, race, or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents in particular, by –
 - i. providing community education and training;
 - ii. encouraging and promoting learning as a leisure activity and for personal development;
 - iii. providing information media, such as the internet, and an information centre.

In furtherance of these objectives, but not otherwise, the trustees shall have power to establish a community library and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a library for activities promoted by the charity in furtherance of the above objectives.

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

The library continued to offer core services which were provided prior to the Library becoming a Community Library up to a maximum of two days per week during months when not forced to

close by Covid-19 restrictions. Additional regular and one-off activities were not able to take place, and the total number of visitors was reduced accordingly.

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.

The charity values the contribution made by its volunteers, including those who act as trustees and those who work at the library reception desk, and others who offer various services.

Section D

Achievements and performances

Summary of the main achievements of the charity during the year

.During the period covered by this report provision of library services has been significantly reduced by Covid-19 regulations and self-isolation by many of its trustees and volunteers.

The library adhered to the Grant Agreement with Leicestershire County Council to the extent possible under Covid-19 restrictions. Leicestershire County Council were fully informed of the limited level of service that was possible. During periods of lock-down the library was not able to open at all. However, during the summer months when restrictions were eased it resumed opening, at first one day per week then increasing to two days per week, following a Risk Assessment which was carried out and published. These openings were governed by requirements for limiting access numbers, face masks, ventilation, hand sanitization, safe stock management, closure of the public toilet and meeting/refreshment area, and withdrawal of access to public PCs.

In planning and delivering all these activities, and during the process of drawing up our business plan, the trustees have considered and have had regard to the public benefit guidance issued by the Charity Commission.

During the time when all its services were suspended a pop-up donated books stall was maintained in the porch of the village chapel, with appropriate safety measures.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have built up a reserve which will ensure continuation of the library once the LCC grant ceases in March 2027. With this reserve we can continue until the current building lease expires in 2027.

Details of any funds materially in deficit

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 G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Anne Daly

Full name(s)

Anne Daly

Treasurer

Position (eg Secretary, Chair, etc)

28.1.19

Date



Receipts and payments account

For the period from	Period start date	To
------------------------	-------------------	----

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Donations	566	-	-
Events	-	-	-
Library Operating Income	668	-	-
Grants	3,362	-	-
Misc	66	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	4,662	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	4,662	-	-
A3 Payments			
Coffee Machine	-	-	-
Insurance	1,140	-	-
Rates and water rates	171	-	-
Furniture	-	-	-
Cost of Events	-	-	-
Building Related Expenditure	150	-	-
Energy and Phone	2,411	-	-
Travel/stationary/misc	733	-	-
I T Expenses	-	-	-
Sub total	4,605	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	4,605	-	-
Net of receipts/(payments)	57	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	19,791	-	-
Cash funds this year end	19,848	-	-

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Current	1,840
	Deposit	18,008
		-
	Total cash funds	19,848
	(agree balances with receipts and payments account(s))	OK

Categories	Details	Unrestricted funds to nearest £
B2 Other monetary assets		-
		-
		-
		-
		-
		-

Categories	Details	Fund to which asset belongs
B3 Investment assets		

Categories	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use		

Categories	Details	Fund to which liability relates
B5 Liabilities		

Signed by one or two trustees on behalf of all the trustees

Signature

Print N

Anne Daly

Anne Elisak

o (if any)

ounts

Period end date

CC16a



Total funds

Last year

to the nearest £

to the nearest £

566	1,088
-	1,267
668	4,157
3,362	2,696
66	489
-	-
-	-
-	-
4,662	9,697

-	
-	-
-	-

4,662	9,697
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-	491
1,140	736
171	241
-	1,438
-	432
150	934
2,411	2,860
733	2,416
-	89
4,605	9,637

-	
-	
-	-

4,605	9,637
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57	60
-	-
19,791	19,731
19,848	19,791

the period

Restricted funds
to nearest £

-
-
-
-

OK

Restricted funds
to nearest £

-
-
-
-
-
-

Cost (optional)

-
-
-
-
-

Cost (optional)

-
-
-
-
-
-
-
-
-

Amount due (optional)

-
-

Endowment funds
to nearest £

-
-
-
-

OK

Endowment funds
to nearest £

-
-
-
-
-
-

Current value (optional)

-
-
-
-
-

Current value (optional)

-
-
-
-
-
-
-
-
-

When due (optional)

-	
-	
-	

name	Date of approval
Beth Daly	01/25/2022