



CHARITY COMMISSION
FOR ENGLAND AND WALES

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	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<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> <p>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> <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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17				
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19				
20				

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
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
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	