

Llyfrgell Gymunedol Cei Newydd/New Quay Community Library

Report of the trustees for the period ending 31 May 2023

The Trustees of New Quay Community Library present their annual report and audited accounts for the period ended 31 May 2023 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS 102).

OUR AIMS

The Library was registered as a Charity by the Charity Commissioners for England and Wales on 16th October 2015 and operates under our Constitution dated 1 September 2015

OUR OBJECTIVES

- To advance the education of the public in New Quay and its surrounding area by the provision of a lending library.
- The provision of facilities for the benefit of the inhabitants of New Quay and the surrounding area for recreation or other leisure time occupation of individuals who have need of such facilities 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.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

New Quay Community Library runs the library service, using services from Ceredigion County Council, for the benefit of the local community.

Financial support is provided by New Quay Town Council for the running costs of the existing services. The Trustees are responsible for securing funding for any new services or initiatives they wish to introduce. The Trustees are also responsible for the management and administration of the finances of New Quay Community Library.

As planned, the Library moved into New Quay Memorial Hall, and opened on 2nd November 2021. We now operate from a dedicated room which is more easily accessible to people in the area. The room is warmer and more welcoming than the old Library building which was in a bad state of repair. Toilets and running water also means that we will be able to run events in the future.

The goals for the year were to increase awareness of the new location and looking to introduce new sessions, opening a Saturday morning once a month, and also on a Friday morning when the Market is at the Hall. Both of these have been achieved;

though there is still much work to do. We will be 10 in 2024, and we intend to use this milestone to further increase awareness of the services provided.

The Library currently has 344 members of which 62 are under 16. 26 people joined the library during the year, and 6 people ceased to use us.

FUTURE PLANS

The move to New Quay Memorial Hall now provides New Quay with a warm and easily accessible Library. The Charity will be 10 years old on 1st June 2024, and we will be looking to run events to mark the occasion, and to increase awareness of what the Library offers and thereby increase members.

The other main priority is to increase the number of volunteers, so that the Service can look at opening additional hours when other regular groups are at the Hall.

The Trustees would like to attract more people to work as Librarians, but are also looking to recruit Trustees, and others with specialist skills to be involved in areas such as Social Media and Marketing.

Our future plans are financed primarily by the financial support provided by New Quay Town Council and from our reserves.

OUR FINANCES

The financial statements show reserves of 2,028, of which £1199 are restricted funds, £661 of which can be used for the benefit of the users to the service. The Charity also has £830 which is an unrestricted reserve.

As a Charity we are entitled to 100% relief on our Business Rates.

ACCESS POLICY

The Library facilities are open to anyone who lives in Ceredigion. The new location is accessible to all having parking right outside and a ramp in to the building.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Constitution allows for 3 – 6 members for the Board of Trustees. The Board currently consists of 5 members. The Trustees are responsible for the overall management and control of the Library. The day to day management is undertaken by the voluntary Library Co-ordinator, and the Library is run by a group of Volunteers.

All trustees give their time freely and no remuneration or expenses were paid in the year.

CHARITY TRUSTEES

The Charity Trustees of NEW QUAY COMMUNITY LIBRARY are appointed by the existing Board of Trustees. Due to the lack of new volunteers, the existing Trustees have remained in post.

The current Trustees are:

Sharon Evans	Chair	
Vacant	Secretary	
Marie Spackman	Treasurer	
Bethan Jones	Trustee	Appointed by Volunteers
Julian Evans	Trustee	Appointed by New Quay Town Council

Llyfrgell Gymunedol Cei Newydd/New Quay Community Library
Charity Number 1164011

New Quay Memorial Hall
Towyn Road
New Quay
SA45 9QQ

Former address:
Uplands Square
New Quay
SA45 9QH



Llyfrgell Gymunedol Cei Newydd/New Quay Community Library		116401		CC17a
Annual accounts for the period				
	01-Jun-22	31-May-23		

Section A Statement of financial activities

Recommended categories by activity	Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£	£	£	£	£
		F01	F02	F03	F04	F05
Incoming resources (Note 3)						
Incoming resources from generated funds		-	-	-	-	-
Voluntary income	S01	209	-	-	209	2
Activities for generating funds	S02	-	-	-	-	-
Investment income	S03	-	-	-	-	-
Incoming resources from charitable activities	S04	-	-	-	-	-
Other incoming resources	S05	-	-	-	-	-
Total incoming resources	S06	209	-	-	209	2
Resources expended (Notes 4-8)						
Costs of Generating Funds		-	-	-	-	-
Costs of generating voluntary income	S07	-	-	-	-	-
Fundraising trading costs	S08	62	140	-	202	-
Investment management costs	S09	-	-	-	-	-
Charitable activities	S10	-	-	-	-	2
Governance costs	S11	-	-	-	-	-
Other resources expended	S12	-	-	-	-	-
Total resources expended	S13	62	140	-	202	37
Net incoming/(outgoing) resources before transfers	S14	147	140	-	7	1,934
Gross transfers between funds	S15	-	-	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)	S16	147	140	-	7	1,934
Other recognised gains/(losses)						
Gains and losses on revaluation of fixed assets for the charity's own use	S17	-	-	-	-	-
Gains and losses on investment assets	S18	-	-	-	-	-
Net movement in funds	S19	147	140	-	7	1,934
Total funds brought forward	S20	683	1,339	-	2,022	1,824
Total funds carried forward	S21	830	1,199	-	2,029	3,758

Section B

Balance sheet

		Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds 31/05/2022 F03	Total this year 31/05/2023 F04	Total last year £ F05
Fixed assets							
Tangible assets	(Note 9)	B01	-	-	-	-	-
		B02	-	-	-	-	-
Investments	(Note 10)	B03	-	-	-	-	-
Total fixed assets		B04	-	-	-	-	-
Current assets							
Stock and work in progress		B05	-	-	-	-	-
Debtors	(Note 11)	B06	-	-	-	-	-
(Short term) investments		B07	-	-	-	-	-
Cash at bank and in hand		B08	830	1,198	-	2,028	2,539
Total current assets		B09	830	1,198	-	2,028	2,539
Creditors: amounts falling due within one year	(Note 12)	B10	-	-	-	-	516
Net current assets/(liabilities)		B11	830	1,198	-	2,028	2,023
Total assets less current liabilities		B12	830	1,198	-	2,028	2,023
Creditors: amounts falling due after one year	(Note 12)	B13	-	-	-	-	-
Provisions for liabilities and charges		B14	-	-	-	-	-
Net assets		B15	830	1,198	-	2,028	2,023
Funds of the Charity							
Unrestricted funds		B16	830			830	683
		B17	-			-	-
Restricted income funds (Note 13)		B18		1,198		1,198	1,339
Endowment funds (Note 13)		B19			-	-	-
Total funds		B20	830	1,198	-	2,028	2,022
Signed by one or two trustees on behalf of all the trustees			Signature		Print Name		Date of approval

Section C**Notes to the accounts****Note 1 Basis of preparation**

This section should be completed by all charities .

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
 - and with*

✓

 Accounting Standards;
 - or
 - and with the Charities Act.
- [** except for the following].

Give details in this box if a different standard has been followed.

* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick “Accounting Standards”;
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick “Financial Reporting Standards for Smaller Enterprises (FRSSE)”.

** - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

Give details in this box of any material changes that have been made.

§ if no changes have been made to accounting policies then delete these words.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years (§§ except for the following).

Give details in this box of any material changes that have been made.

§§ if no changes have been made to accounts for previous periods then delete these words.

Note 2

Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions
Support Costs**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Stocks and work in progress

These are valued at the lower of cost or market value.

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

Note 3 Analysis of incoming resources

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Voluntary income	Donations/Quiz	209	2
		-	-
		-	-
		-	-
	Total	209	2
Activities for generating funds		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
	Total	-	-

Section C	Notes to the accounts	(cont)
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Note 4 **Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Costs of generating voluntary income	Covid Recovery Grant	-	1,351
	100 Club Prizes	-	-
	Notice board - Fitting of New Shelving	140	348
	Miscellaneous	62	37
	Total	202	1,736
Fundraising trading costs		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment management costs		-	-
		-	-
	Total	-	-
Charitable activities		-	-
		-	-
		-	-
		-	-
	Total	-	-
Governance costs	None - Trustees prepare and print reports at home	-	-
		-	-
	Total	-	-

Section C	Notes to the accounts	(cont)
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Note 5 Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-

Note 6 Details of certain items of expenditure

6.1 Trustee expenses

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

	This year	Last year
Number of trustees who were paid expenses	0	
Nature of the expenses		
Total amount paid	£	£

6.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

	This year £	Last year £
Independent examiner's or auditors' fees for reporting on the accounts	0	
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor		

Section C	Notes to the accounts	(cont)
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Note 7 **Paid employees**
Please complete this note if the charity has any employees.

7.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	N/A	-
Employer's National Insurance costs	-	-
Pension costs	-	-
Total staff costs	-	-

7.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable Activities	-	-
Governance	-	-
Other	-	-
Total	-	-

7.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

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	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

Section C	Notes to the accounts	(cont)
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Note 8 Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

8.1 Total value of grants

Purpose for which grants made	Grants to institutions	Grants to individuals
	Total amount £	Total amount £
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
Total	-	-

8.1 Grantmaking costs

If the charity's accounts are prepared on the "activity basis" please give details of any support cost associated with grantmaking. Please enter "Nil" if the charity does not identify and/or allocate support costs.

Support costs of grantmaking

£

8.3 Grants made to institutions

If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.

Names of institutions	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions		-

Section C	Notes to the accounts	(cont)
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Note 9 **Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

9.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	-	-	-
Additions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

9.2 Accumulated depreciation and impairment provisions

	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB	
**Basis						
** Rate						
Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	-	-	-	-
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

9.3 Net book value

Brought forward	-	-	-	-	-	-
Carried forward	-	-	-	-	-	-

9.4 Revaluation

If any fixed assets have been revalued please give details of the valuer and method of valuation

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Section C	Notes to the accounts	(cont)
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Note 10 Investment assets

Please complete this note if the charity has any investment assets.

10.1 Fixed assets investments

	£
Carrying (market) value at beginning of year	-
Add: additions to investments at cost	-
Less: disposals at carrying value	-
Add/(deduct): net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

Please provide below:

10.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.

10.3 A breakdown of the income from investments agreeing with SOFA row S03.

Analysis of investments

	10.2 Market value at year end £	10.3 Income from investments for the year £
Investment properties	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments	-	-
Total	-	-

10.4 Material investment holdings

If any single investment is material in terms of its value (for example represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held

Market Value

Section C	Notes to the accounts	(cont)
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Note 11 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

Analysis of debtors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	-	-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	-	-	-	-
Total	-	-	-	-

Note 12 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

12.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	-	516	-	-
Accruals and deferred income	-	-	-	-
Total	-	516	-	-

12.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

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Section C	Notes to the accounts	(cont)
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Note 13 Endowment and restricted income funds
Please complete this section if the charity has any endowment or restricted income funds.

13.1 Funds held

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
10k Run	EE	Library Redecoration
100 Club Prize Fund	EE	To provide prizes to the members of the 100 Club
100 Club Library Fund	EE	To be used to improve facilities at the Library
Covid Grant	EE	To cover covid expenses

13.2 Movements of major funds

Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
10K Run	52	-	52	-	-	-
100 Club Prize Fund	-	-	-	-	-	-
100 Club Library Fund	749	-	88	-	-	661
Covid Recovery Grant	538	-	-	-	-	538
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Funds	1,339	-	140	-	-	1,199

13.3 Transfers between funds

Please give details of any transfers between funds.

From Fund (Name)	To Fund (Name)	Reason	Amount

Section C	Notes to the accounts	(cont)
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Note 14 **Transactions with related parties**

If the charity has any transactions with related parties (other than the trustee expenses explained in note 6) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.

14.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

14.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.

	Name of trustee or connected party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

14.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

Section C	Notes to the accounts	(cont)
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Note 15	Additional Disclosures
The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.	

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