

**Minutes of Burbage Community Library Committee AGM
Meeting
Held on Tuesday 24th October
At Burbage Library at 19.00 pm.**

Present: Committee members Phil Naldrett (PKN), Debbie Wilbur (DW), Mike Wilbur (MW) Anne Horslett (AH), Margaret Davies (MD), Carole Kemp (CK)

1/. Apologies from), Jane Dillon (JD). Marian Naldrett (MN), John & Ruth Ruddick, Jill Tracey, Vivienne Griffiths, Margaret Mann, Jane & Duncan Taylor, Mary Collis, Linda Hodges, Jane Hogg, Janet Richards

Retiring Trustees: Phil Naldrett, Anne Horslett

Election of Officers

Chair: Phil Naldrett announced he was standing down. He was therefore one of the retiring trustees. Mike Wilbur was proposed by Anne Horslett and seconded by Carole Kemp. Elected unanimously.

Vice-Chair: Phil Naldrett proposed by Vicky Dolphin, seconded by Margaret Davies. Unanimously elected.

Treasurer: Debbie Wilbur retained.

Secretary: Anne Horslett stood down as trustee. She was then proposed by Phil Naldrett and seconded by Debbie Wilbur and was re-elected unanimously.

Volunteer Co-ordinator: Carole Kemp

Trustees: Margaret Davies, Jane Dillon retained.

Web-based Resources: Vacant

Public Relations: Vacant

Confirmation of Minutes of Previous Meeting, agreed and signed.

Reports

PKN

- Friendly Bookshop doing very well. Vital contribution to library funds.
- First book launch. A Burbage Boyhood by Dennis Perkins.
- Four cameras CCTV installed
- Comedy Hub. A small but loyal following.
- New front door opener, an improvement
- Wriggly Readers. Booking system successful.
- New curtains and bunting in Children's Area.

- Toilet repainted.
- More involvement in this year's BCAF. This will continue next year.
- Thanks to Carolyn and the other volunteers for maintaining and improving the grounds.
- Biodiversity items installed e.g. bird and bat boxes.
- Library performance: Book issues 13,315, New members 387, Borrowers 719, Annual visitors 7550
- Warm Space opening during the winter was successful and should continue this winter.
- Knit and Natter group set up, who took part in the Yarn Bomb.

DW

- Annual accounts attached.
- Scarecrow Festival and Plant Sale went really well and raised approx. £1000
- Home Instead held an event and made a donation to the library.
- A slimmed down Christmas Fair raised £840.
- Positive feedback about the SANDS Baby Loss Awareness week.
- Honey. We receive £9 for every 6 jars we sell.
- Spooky Storytime arranged for Hallowe'en.

CK

- A huge thank you to all our volunteers.
- Summer Reading Challenge a great success. 298 children registered. Trophy and certificate presented to Sketchley Hill.
- Cluster meeting successful.
- Several new volunteers.
- Re-arranged shelves. Positive feedback from readers and volunteers.
- Whatsapp group set up and has been well received.

Questions

It was asked why the library had not opened as a Warm Space on Fridays. PKN explained that it was useful to have a whole weekday when the library was closed for maintenance etc. AH said it was also useful for school visits and that both Sketchley Hill and Burbage Juniors had visited the library at times. It also meant that the library could be booked by other groups on that day.

Angela Nollet said that newcomers to Burbage often came to the library for information about the area. She offered to collate information about local services such as lunch clubs.

Meeting closed at 19.50. pm.



Burbage Community Library

1 April 2022

to 31 March 2023

Receipts [In]

| | This Year | Last Year |
|---------------------------|------------------|-------------------|
| Grants | £2,757.02 | £3,413.99 |
| Donations | £215.35 | £183.31 |
| Fines | £279.98 | £107.03 |
| Events | £2,570.80 | £10,966.77 |
| Photocopying | £67.16 | £95.30 |
| Reservations | £133.50 | £93.00 |
| Sales | £2,105.40 | £799.93 |
| Easy Fundraising | £26.92 | £14.48 |
| Room Hire | £50.00 | £0.00 |
| 100 Club | £1,284.00 | £1,420.00 |
| 2nd Bank account (Manual) | £0.00 | £0.00 |
| Totals | £9,490.13 | £17,093.81 |

Payments [Out]

| | | |
|---------------------------|-------------------|-------------------|
| Security / Insurance | £2,357.01 | £1,761.44 |
| IT | £544.80 | £505.20 |
| Utilities | £1,758.84 | £1,291.39 |
| Events | £2,400.00 | £9,214.14 |
| Other Running Costs | £744.26 | £1,470.36 |
| Sumup fees | £9.89 | £121.14 |
| Wiggly Readers | £34.34 | £173.96 |
| Special items | £1,447.00 | £0.00 |
| S106 | £1,257.01 | £0.00 |
| 100 Club | £712.50 | £610.00 |
| - | £0.00 | |
| - | £0.00 | |
| 2nd Bank account (Manual) | £0.00 | |
| Totals | £11,265.65 | £15,147.63 |

Surplus or (deficit) for the year

-£1,775.52 **£1,946.18**

| | | | |
|------------------------------|----------|-------------------|-------------------|
| Balances brought forward | Bank - 1 | £31,003.42 | £29,541.22 |
| | Bank - 2 | £0.00 | |
| | Cash | £483.48 | |
| | | £31,486.90 | £29,541.22 |
| Balances in hand at year-end | Bank - 1 | £29,653.78 | £31,003.42 |
| | Bank - 2 | £0.00 | £0.00 |
| | Cash | £24.95 | £483.48 |
| | | £29,678.73 | £31,486.90 |

Assets and Liabilities: In addition to the above cash balances the unit has equipment to the value of £0.00 and there are no other assets or liabilities.

Prepared by: _____ Signature & Date: _____

Reviewer's Certificate: The above statements agree with the records and vouchers of
Burbage Community Library for the financial year ended 31 March 2023

Reviewed by: _____ Signature & Date: _____

Notes: