

GROBY COMMUNITY MANAGED LIBRARY ANNUAL REVIEW**NOTES AND ACTIONS OF MEETING HELD ON THE 31st July 2025****Present**

Dave Robinson (DR), John Martin (JM), Mandy Sohanpal (MS), Sarah Gildroy (SG)

Apologies

None

Action**Matters arising**

SG thanked the trustees for the very comprehensive report.

Volunteers – group has a good number including a waiting list some have been passed over to the café. At the limit of numbers so that everyone can get a regular shift.

Trustees – would be good to start succession planning with new trustees shadowing those currently in post, possibly from volunteer pool. None of the current five trustees want to step down at the moment.

The library and café are well supported by the local community who regularly express their gratitude and appreciation of the service.

Axiell Spark LMS and catalogue are an ongoing problem. Issues with several things, particularly Loan History, Paying Charges, Lagging and Dead Stock reports. The online catalogue isn't accurate, appears to search OK but at other times will not bring up a title without inputting further information. MS to feedback continuing issues to Systems (done).

MS

Events in the library are great, both regular and one off. The Greys of Groby group used to meet at Age Concern but now meet in the library and play dominoes etc. Cuppa and Company had proved really successful for locals experiencing loneliness but sadly numbers are decreasing due to illness etc. need to rebuild through promotion. VE day event organised at the village hall so café was opened too.

Performance figures – its unfortunate that the issue and new joiner stats don't reflect what is actually happening. Having no new books for three months also affected visitor numbers during that period.

Finances - the cafe continues to make a good profit, achieving the original objective of sustaining finances. The local pub will be opening a café and deli in the autumn/winter which hopefully won't affect business as café already well established, will be a different offer and presumed higher prices. The treasurer is

Action

good at maintaining as reasonable contracts as possible for utilities. Funding has also been received from the Parish Council and National Lottery to cover revenue costs.

DR fed back that the Adults and Communities strategy doesn't reflect CMLs being community hubs and the reading for pleasure offer.

Stock – since the new stock started to arrive there have been some very random hardback titles delivered including duplicates in some cases (these have been relocated). There doesn't seem to be any particular buying profile or pattern as not popular authors either. Also seems to be a disproportionate ratio of hardback to paperback items. Reading Well collection titles don't appear to issue, CMLs are grateful that they are purchased and aware that it is a national initiative but a review of how many collections are spread across the county may be needed? SG to discuss stock with the resources team.

SG

The lease renewal process is up and running, the new draft lease will be sent to trustees direct from the LCC legal department giving time before expiry for the new lease to be agreed. The group will need legal representation.

Property issues – Cassies repaired the roof that had leaked over the porch area but pointed out that the downpipes needed clearing, they did fit a new leaf guard to the top but it is unclear if the clearing has been done. Also, external store door is rotting at the bottom, Ryan Gibson has been dealing with, MS to chase (done).

MS

Forward planning

Looking at reorganising the layout of the library, interfiling all genres of fiction together and reducing the levels of Large Print and Talking Book stock which is rarely borrowed.

DR

Class visits are planned during the new school year from Martinshaw. Will visit in year groups over a period of time.

Section 106 funds of £470.45 expiring in October 2025, DR to put together a potential stock spend to share with Victoria.

DR

Date of next meeting

Thursday 30th July 2026, 2.30pm at Groby CML

Groby Community Library Statement of Income & Expenditure Year Ending 31st January 2025

INCOME

Groby Parish Council Grant 500.00

Regular Income

Café Income 14190.20

Library Income 1299.88

Interest on Zettle Account 183.61

Donations

Bradgate Rotary Club 426.22

Donations 140.00

Sale of Calendars 210.00

Glass Fusion Workshop 824.00

Cake/Book Sale/Craft Event 515.10

Zurich Insurance Claim 152.24

ADT Callout refund 109.55

Room Hire 60.00

TOTAL INCOME 18610.80

FUNDS HELD BY GCLG

Balance Bank Account 31/01/2025 2433.56

Zettle Instant Access A/C 18422.71

 Total Funds 20856.27

End of Year total as at 31/01/2024 19547.54

Increase in funds 1308.73

EXPENDITURE

Utilities

Energy (Gas/Electricity) 3757.83

Water 397.74

Insurance (Public Liability) 276.27

Premises

Cleaning Contract 1119.00

Window Cleaning 91.00

LCC Waste Collection 194.59

LCC Security Charges 326.27

ADT Alarm & Maintenance 1433.78

Fire Extinguishers 493.88

Emergency Lighting 452.51

Fire Door Maintenance 280.80

Boiler Service 114.00

PAT Testing 84.00

CCTV Contract 240.00

Library Expenditure

Bradgate Rotary Calendars 210.00

Email Host Website 34.56

Library Equipment/Admin 158.70

Volunteer Catering 231.57

Café Expenditure

Café Cakes 2505.08

Café Consumables 3229.86

Café Equipment 1048.26

Workshops & Events 622.37

TOTAL EXPENDITURE 17302.07

These accounts have been accepted as a true and
accurate statement of Groby Community Library
Group finances for year ending 31 January 2025

Signed