

MEASHAM & DISTRICT COMMUNITY LIBRARY

TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2020

Reference and administrative details of the charity and the trustees

The charity is a Charitable Incorporated Organisation whose registration number is 1167493.

The charity is registered at High Street Measham DE12 7HR.

The trustees in place at the date of approval of this report are:

A Douglas-Lee (appointed 26 September 2016)

R Ratcliffe (appointed 26 September 2016)

J Thorpe (appointed 26 September 2016)

N McNeil (appointed 22 December 2017)

N Sale (appointed at AGM, 22nd November 2020)

D Cornford (resigned at AGM. 20th September 2021)

Structure, governance and management

The charity was constituted as a Charitable Incorporated Organisation under a formal written Constitution on the 6 June 2016.

The Constitution requires that there should be no less than three and no more than eight trustees at all times. It also requires that one third of all trustees retire at each biennial general meeting by rotation.

New trustees are provided with a copy of the current constitution together with a copy of the CIO's latest trustees annual report and statement of accounts.

Objectives and activities

The objectives of Measham & District Community Library (M&DCL) as set out in its constitution are:

1. The provision of a public library in Measham and the surrounding area and communities.
2. To promote, for the benefit of the residents of Measham and the surrounding area and communities, the provision of a public library for recreation and 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.

3. To advance the education of the public in Measham and the surrounding area and communities by operating and managing a lending library.

Activities undertaken by the charity in accordance with the above objectives comprise principally the operation of a volunteer run lending library and fundraising events, together with hiring of the premises to third party groups for the benefit of the community. All activities are undertaken in the interests of public benefit. Obviously due to the Covid-19 guidelines given by the Government via Leicestershire County Council the library, together with the groups have had to comply with the lockdown procedures.

Achievements and performance

M&DCL continues to work with a splendid team of loyal volunteers that deliver excellent support to the library users. During the Covid restrictions unfortunately some volunteers took the decision to stand down as active volunteers leaving a small core working shortened opening times.

The library is still in a good financial position, especially due to a small business grant from North West Leicestershire District Council and the usual grants from Leicestershire County Council. The normal fundraising events that usually take place throughout the year have obviously been very restricted but are slowly coming back online. We do however continue to work closely with Measham Medical Unit and their Patient Participation groups when we can.

The charity's letting arrangements with third parties have been severely affected since the Covid-19 restrictions were enforced but from April 2021 some of the groups took the decision to start again (obviously following the government guidelines). Unfortunately, we have lost some of the groups including Pilates, Yoga and the Food Bank.

Financial Review

M&DCL have accumulated sufficient cash reserves over the last six years to fund a minimum of one year's ongoing operational expenditure once Leicestershire County Council grant funding ends in March 2022.

For the year ended 31st March 2021 the charity has a balance of £58,663 (including Current Account £16,966 and Savings Account £41,667). The trustees are particularly grateful for the financial support from Leicestershire County Council, through a grant agreement which provides ongoing support for overhead expenses and access to the Council's book stock and operating systems, and through a lease for the library premises at a peppercorn rent for a period of ten years and also to the generous support given by North West Leicestershire District Council.

Under the terms of the LCC Grant Agreement financial support for overhead expenses will reduce by 20% per annum over a period of six years, this agreement finishes 31st March 2022. All of the charity's funds are unrestricted.

D Cornford

A Douglas-Lee

N McNeil

R Ratcliffe

J Thorpe

29th December 2021

Measham & District Community Library

Receipts and payments account for the year ending 31 March 2021

		2021	2020
RECEIPTS	£	£	
<u>Unrestricted Funds</u>			
Library income from fines, sales etc.		1,301	4,317
Retail, Hospitality & Leisure Business Gr		25,000	-
LCC grant		2,146	-
Fundraising Events		-	706
Rental Income		140	4,064
Bank Interest	1	67	184
		28,654	9,271
<u>Restricted Funds</u>			
LCC Maintena	2	3,534	3,692
S106 drawdown		-	1,295
		3,534	4,987
		32,188	14,258
PAYMENTS			
Stock		-	60
Insurance		787	742
3 Rings		145	140
Heat and Ligh	3	3,956	3,124
Water Charge	4	371	1,273
Building & fire security		1,824	1,373
Cleaning		60	345
Facilities Management Expenses		543	892
Consumables		28	673
Assets		112	104
S106 expend	5	-	1,295
Sundry		20	225
		7,846	10,245
NET SURPLUS OF RECEIPTS OVER PAYME		24,342	4,012
CASH AT BANK AT 31 MARCH 2021		58,633	33,944
CASH ON HAND AT 31 MARCH 2021		30	377
		58,663	34,321

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2021

CASH AT BANint rate 0.01%	41,667	31,600
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	CURRENT ACCOUNT	16,966	2,344
CASH ON HAND		-	347
PETTY CASH		30	30
		58,663	34,321
ALLOCATION OF FUNDS			
Maintenance Grant	3,224	7,536	
Library Funds	55,289	26,408	
100 Club	120	-	
Unbanked Cash: takings	-	227	
10	-	120	
Petty Cash	30	30	
	58,663	34,321	

Trustees

D Cornford R Ratcliffe

A Douglas-LeN Sale

N Mc Neil J Thorpe

NOTES

- 1 From August 2020, rate of interest reduced from 0.6% to 0.01%
- 2 3 quarterly payments rec'd 2019/20 as 5 had been rec'd in 2018/19
- 3 Usual DD payments made despite periods of closure of premises.
- 4 2019/20 figures inc. arrears. 20/21 figures are deflated due to periods c
- 5 In 2019/20, the S106 money was used for paving.

15th September 2021

of closures of premises.

Independent examiner's report to the trustees of Measham Library

I report on the accounts of the company for the year ended 31st March 2021

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law independent examination, I have examined your charity's accounts as required under the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the requirements of the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

- 1 that accounting records were not kept as required by the Companies Act 2006; or
- 2 that the accounts do not accord with those records; or
- 3 that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland;
- 4 that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and I have no concerns in respect of any of the matters listed above and in connection with following the Directions of the Charity Commission that require drawing to your attention.

Nigel Manning
53 Dysons Close
Measham
Swadlincote
Derbyshire
DE12 7NW

19th NOVEMBER 2021

A handwritten signature in black ink, appearing to read 'N. M.' followed by a stylized flourish.

in accordance with the

and is eligible for
under section 145 of the
Directions given by

section 386 of the

requirements of section
principles of the
role to charities
Financial Reporting
or

understanding of the

matters (1) to (4)
In addition I have found no