

CHAIRWOMANS' REPORT 2025

Ladies & Gentlemen,

I am very pleased to welcome you all to our AGM this evening and to see so many of you here.

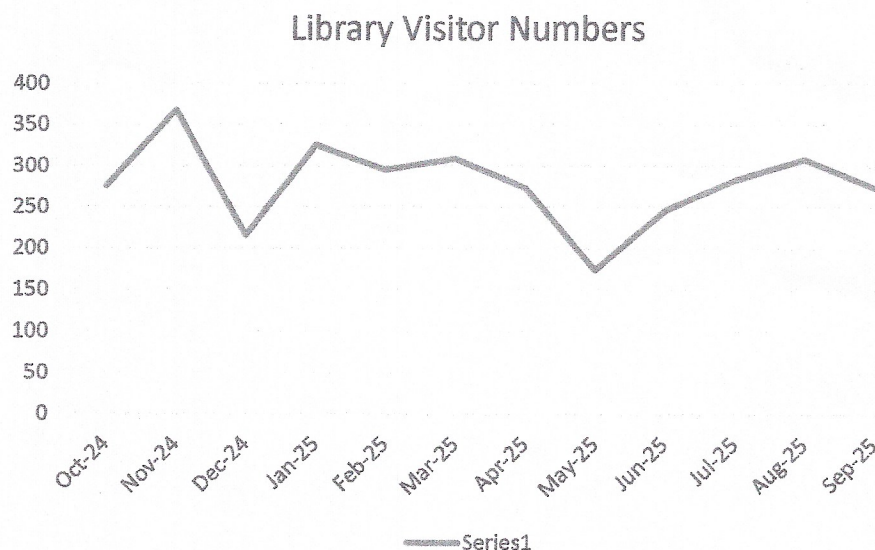
Opening Hours & Footfall

We are still opening in our usual shift pattern, Monday, Tuesday and Saturday mornings, Thursday and Friday afternoons.

We have had another challenging year. Over the last Christmas period we decided to close the library to give us chance to re-organise the book shelving, we were closed for a total of 8 days including 2 bank holidays, which has impacted our footfall. Once again, our footfall fell over the summer period, in line with other libraries. Also, the Coffee Zone numbers have fallen. As we organise more events, we are expecting to see those numbers increase again. We have still had to close the library or restrict the hours we are open but this has got better month on month and as more volunteers come on board and are trained, we will hopefully get back to being able to fulfil our contracted hours.

We are hoping to continue with our Lunchtime Talks on Wednesdays, looking forward, it is likely they will be on an ad-hoc basis.

I have included a graph in the report which gives you a visual of visitor numbers so that you can see how we are progressing. The graph is for the year Oct 24 to Sept 25.



Grants & Fund Raising

Earlier this year, to cover the coldest months, we were lucky enough to be awarded a government grant to become a 'Warm Space', which was a great help in helping us pay some of our energy bills. The Parish Council has continued with their support in paying for the ground maintenance costs. I would like to acknowledge and thank the Parish Council for their continued support.

This year we continued with the Blaby Lottery, and we now have a regular number of tickets sold every week where a percentage of the money comes directly to the library, we are receiving on average £15 per month as a source of income, unfortunately considerably less than last year.

We rent out the library space to individuals for educational and well-being purposes, which brings us some welcome revenue.

We still rent gazebos (which we have obtained through grants) and tables to individuals or groups within the village.

We have restarted our Friends Membership Scheme (which has been on hold for a couple of years), we continue to sell donated books which has always proved very popular with our customers, so this continues to be a good revenue stream for us.

We have continued to build on the fund-raising methods that we use, we usually sell vegetables donated from local allotment holders and this year we have had a lot of fruit donated by villagers. Any donated books that we cannot sell because of their condition we sell for a small fee to World of Books, which this year has become an even smaller fee, we still continue to sell to a company called WeBuyBooks, which gives us a better price for some of the other books we receive. We continue to use some of our donated books for 'A Blind Date with a Book', this is not an all-year project but has proved to be very popular. All of these bring in small amounts but nevertheless they will help us to continue running the library.

This year has seen the Christmas Wreath and Easter Wreath making evenings, the children's Easter event bring in some welcome revenue as does the Monday afternoon Knitting Group. Unfortunately, our new Lego Club has lain dormant for a few months but we are hoping to restart this in the near future. Thanks to all of you that take part.

Susan as our treasurer will confirm later what our current financial status is.

Building

This year we have been successful in getting LCC to pay and replace our front door and its surrounds, the new door style is to be a sliding door. The new front door should be fitted sometime in the new year. The style of our new front door may mean that we will have to change our other exit door in the kitchen, this door has no outside locks, which will need to be rectified. We will need to get quotes and may have to apply for a grant to enable us to do this. You will have noticed that yet again, the inside layout of the library has changed, our final phase of change took place over the Christmas closure, as previously stated. We have spent quite a lot of money on electrical checks and general upkeep of the library which have been necessary to comply with Health & Safety Regulations. Our 10-year lease with LCC is up for renewal in July 2026.

Marketing

As you know we decided to discontinue the library website, which saved us money that we could spend on other things. We were hoping to be able to set-up a new website for free, we are still hoping to do so, watch this space! We still advertise in the Sharnford News, the Sapcote Star, the Co-op, local hair dressers, the library and on Facebook.

Events

Summer Reading Challenge – this year's numbers were slightly better than last year but still very low with 29 taking part but only 14 children completing the challenge (48%), last years was 40%. It may be that it coincided with other events taking place in the village, the Committee did plan on attending the school assembly to promote it, as other libraries do, we did manage to contact some nurseries and hopefully next year we will get the chance to attend the school assembly to try and encourage an increase in the number of children participating.

Christmas Wreath and Easter Wreath making evenings, the children's Easter event were all well attended. The Valentines 'Date with a Book' event which was ongoing through February.

Volunteers

I am pleased that we have managed to recruit 7 new volunteers this year and that we have some others in the pipeline. I would like to welcome them all to the team. Unfortunately, our 9th birthday celebration in July didn't take place due to a communication problem, please make a note in your diary for next year, it should take place around 26th July. This year as last, we have been trying to get all volunteers up to date with their training needs. As the law changes and to meet the requirements of our insurance policy, all volunteers are required to do this. In this last year volunteers have now been required to complete online courses that they can do at home or at the library. Proof of completion is required. Help is on hand if needed. Our new library operations system came online in January, which meant everyone needed training, thank you to my fellow trainers, Carol and Pat for taking the time to do this. We also have one Duke of Edinburgh student volunteer who completed his bronze and silver award with us and has now moved on to a bigger library to complete his gold award, we have another D of E student who has completed her bronze award and is continuing with us to complete her silver. Thank you, Carol for your efforts to cover all shifts and recruiting new volunteers, and for bringing in new ideas.

A couple of other special mentions, firstly to Carolyn Watson-Senior, who covered empty shifts this year, some at very short notice. To Jean Kirkland who has taken on the role of Bookings Officer, to Michelle Jenkins who has taken on the role of Buildings and Maintenance Officer.

The past year has seen many changes again, new committee members and reorganisation of the library, which is now completed. I would like to reassure you that these are not changes for changes sake. Our management committee is trying to make the library processes more streamline and ensure that everyone is trained to a high level, hopefully this will make each one of you more comfortable with what we are asking you to do. Changes to the library layout have been made so that we can fully comply with the Disability Act and adhere to Health and Safety Regulations.

I want to take some time to acknowledge all our volunteers who help in so many ways – whether that's behind the scenes, behind the counter, cleaning, sorting books, coffee morning, and events. As a committee we are so appreciative of what you all do. The continued success of this library is a great achievement and a real credit to you all and when we work well together, things can only get better. You should all take great personal pride and enjoyment in what we are achieving.

So finally, for all of you whether you are volunteers and/or Friends of the Library we are very grateful for your continued support, and the comments and suggestions that encourage us to keep running the library service and to continually keep reviewing and adding new activities and events.

MS Chapman

Marlene Chapman
November 2025



Sapcote Community Library

Registered Charity Number: 1167496
Church Street, Sapcote, Leicestershire, LE9 4FG
Tel: 0116 3053674 (opening hours only)
www.sapcotecommunitylibrary@gmail.com

Financial Report for End of July 2025

This is the Financial Report for Sapcote Community Library for the period up to
31st July 2025

INCOME

Blaby District Council Warm Spaces Grant	£ 500.00
TOTAL GRANTS FROM PUBLIC SECTOR	£ 500.00
Blaby Lottery	£ 296.50
World of Books	£ 42.97
Revival Books	£ 194.64
Donations	£ 525.85
Knit & Nat	£ 343.50
Talks	£ 160.00
Sales Invoices	£ 216.00
Misc	£ 74.61
Raffle	£ 54.00
Bank Interest	£ 1,870.61
TOTAL	£ 4,278.68

DESK TAKINGS

Reservations	£	53.60
Fines	£	60.34
Refreshments	£	405.75
Photo Copier	£	46.75
Book Sales	£	407.85
Veg/Plant Sales	£	5.50
Donations	£	106.34
Heritage Group	£	17.90
Lego Club	£	6.00
Talk/Wreath Making	£	725.00
Raffle/Easter	£	104.20
Printer Voucher	£	3.50

TOTAL	£	1,942.73
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GRAND TOTAL	£	6,221.41
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EXPENDITURE

Volunteer Expenses	£ 828.34
Electricity	£ 915.18
Gas	£ 692.66
Water	£ 462.43
Cleaning	£ 188.80
Talks	£ 510.00
Security	£ 138.00
Misc:	
ASHWELLS	£ 96.00
PROUDCSTLE	£ 840.00
MIDLAND FIRE	£ 650.00
WOODWARD	£ 528.00
RIDDLE	£ 500.00
TAYLOR ROOM RETURN	£ 24.00
Cash Payments:	
Monthly Cleaning	£ 52.49
Milk	£ 1.45
GRAND TOTAL	£ 6,427.97



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SUMMARY

INCOME **£ 6,221.41**

EXPENDITURE **£(6,427.97)**

NET PROFIT **£ (206.56)**

BANK BALANCE AS AT 31.07.24 (CURRNT ACCOUNTT)	£	654.93
(SAVINGS ACCOUNT)	£	10,043.51
(FIXED TERM SAVINGS)	£	35,000.00
DESK TAKINGS	£	143.52
CHARITY BOX	£	24.82
TOTAL 2024	£	45,866.78
BANK BALANCE AS AT 31.07.25 (CURRENT ACCOUNT)	£	396.36
(SAVINGS ACCOUNT)	£	10,064.12
(FIXES TERM SAVINGS)	£	35,000.00
DESK TAKINGS	£	199.74
TOTA 2025	£	45,660.22

TOTAL SUMMARY	YEAR END 2023-2024	£45,866.78
	YEAR END 2024-2025	£45,660.22
	LOSS 2025	£ (206.56)